



Regular City Council Meeting

Tuesday, March 1, 2016

City Hall Council Chambers

5249 South 400 East, Washington Terrace City

801-393-8681

www.washingtonterracecity.com

1. **WORK SESSION** **5:00 P.M.**

Topics to include, but are not limited to: Public Works Facility Planning

2. **ROLL CALL** **6:00 P.M.**

3. **PLEDGE OF ALLEGIANCE**

4. **WELCOME**

5. **CONSENT ITEMS**

5.1 APPROVAL OF AGENDA

Any point of order or issue regarding items on the Agenda or the order of the agenda need to be addressed here prior to the approval of the agenda.

5.2 APPROVAL OF FEBRUARY 16, 2016 MEETING MINUTES

6. **CITIZEN COMMENTS**

This is an opportunity to address the Council regarding your concerns or ideas that are not on the agenda as part of a public hearing. Please limit your comments to no more than 3 minutes.

7. **COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN COMMENTS**

Council and staff will consider and address concerns and take appropriate measures to follow up on any comments made in the citizen comments item on the agenda.

8. **NEW BUSINESS**

8.1 DISCUSSION/MOTION: APPROVAL OF CITY COUNCIL DONATION TO BONNEVILLE HIGH SCHOOL

Bonneville High School PTSA has asked for a donation for the Class of 2016 graduation party.

For more information on these agenda items, please visit our website at www.washingtonterracecity.com

In compliance with the Americans with Disabilities Act, persons who have need of special accommodation should contact the City Recorder at 801-395-8283.

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted in three public places within the City of Washington Terrace City limits and sent to the *Standard Examiner* at least 24 hours prior to the meeting. Amy Rodriguez, City Recorder.

9. COUNCIL COMMUNICATION WITH STAFF

This is a discussion item only. No final action will be taken.

10. ADMINISTRATION REPORTS

This is an opportunity for staff to address the Council pertaining to administrative items.

11. UPCOMING EVENTS

March 16th: City Council Work Session 5:00 p.m.

March 16th: City Council Meeting 6:00 p.m.

April 5th : Council Meeting to be cancelled

April 6-8: ULCT Conference

April 19th: City Council Work Session 5:00 p.m.

April 19th: City Council Meeting 6:00 p.m.

12. ADJOURN THE MEETING: MAYOR ALLEN

13. WORK SESSION (Immediately following the regular meeting)

Topics to include, but are not limited to: General and Master Planning Discussion

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3 **City of Washington Terrace**

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5 Minutes of a Regular City Council meeting
6 Held on February 16, 2016
7 City Hall, 5249 South 400 East, Washington Terrace City,
8 County of Weber, State of
9

10 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT AT WORK SESSION**

11 Mayor Mark C. Allen
12 Council Member Scott Monsen
13 Council Member Blair Brown
14 Council Member Robert Jensen
15 Council Member Scott Barker
16 Council Member Val Shupe - Excused
17 Public Works Director Steve Harris
18 Finance Director Shari' Garrett
19 Treasurer Laura Gamon
20 City Manager Tom Hanson
21 City Recorder Amy Rodriguez
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23 **Others Present**

24 None

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26 **1. WORK SESSION**

5:00 P.M.

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28 **Water Consumption Discussion**

29 Hanson stated that the city has been off on projections concerning water consumption.
30 He presented historical information concerning water use and noted that projections are usually based on
31 the prior year usage through the water consumption report. He stated that 2015 projections were a little
32 higher than the 2014 consumption. Hanson stated that 2015 is at an all-time consumption low. Hanson
33 stated that revenues did not meet projections.
34 Hanson stated that there was a 10 million gallon spike in April 2014. He stated that staff researched the
35 issue and it was found that there were several possibilities. It was found that Weber Basin Water did not
36 have a spike, therefore it was not taken in by the city. It was found that a 10 million gallon adjustment
37 was made on an account. He noted that the system recognized a new meter at 10 million gallons. When
38 the old meter was retired, the water consumption report was not updated. The discrepancy was found on
39 the billing side and corrected. Hanson explained new procedures that are taking effect as of this month.
40 Garrett stated that the 2014 year was used to project 2015 water consumption and this explains the gap in
41 projection and actual consumption. She stated that the water usage fee revenue for Fiscal year 2015 was
42 down \$20,500 from the estimated amount and the sewer usage fee was down \$13,500 from the estimated
43 amount. She stated that as of December 2015, water usage fees are down \$38,500 and sewer user fees are
44 down \$35,600. She noted that if the trends continue, the city may be may see the projections down
45 \$86,000 and \$75,000, respectively, by the end of the year.
46 She stated that the city is looking this as a new downward trend is looking for an ongoing solution for the
47 problem. She stated that one option is to decrease expenses. One option is to decrease in perpetuity
48 capital funding.

49 She stated that another option is to increase revenues, possibly with a new rate structure. Garrett noted
50 that there are very little options when it comes to revenues concerning water and sewer. She stated that
51 91 percent of revenue for sewer comes from user fees, and 71 percent of revenue for water comes from
52 user fees.
53 Garrett stated that considerations need to be made include relying on capital funding levels as capacity to
54 finance the public works facility. She stated that she is concerned on the marketing perception when the
55 city goes out for funding.
56 Garrett stated that the city fee schedule is a water conservative fee schedule that protects the low water
57 usage. She stated that the city relies on overages. She stated that Council needs to look at staying at a
58 conservative fee schedule, or look for a different model.
59 Garrett stated that the city needs to look at state wide efforts to conserve water and how that will trend in
60 usage.
61 Garrett explained the fiscal impacts of changing water consumption.
62 Mayor Allen stated that in 2002, the city was almost at the 1000 acre feet that the city buys. Around this
63 time, the rate schedule changed to accommodate the high usage because the city could not afford to buy
64 more water. Garrett stated that the rate structure has changed over the years to accommodate changes in
65 water usage. Garrett stated that there is more risk when the city relies on overages. Gamon stated that
66 there is the same amount of people going over minimum, however she noted that they are not going over
67 as much. Council Member Brown stated that the city has not done a great job in going after development
68 in the city that would help consumption and add new users. Council Member Monsen stated that he
69 disagrees that the city has not been friendly to landowners and it is not up to the city if a land is
70 developed or not. Council Member Jensen noted that changing demographics may play a part in water
71 consumption. Garrett stated that there are many correlations as to what may be causing the decline.
72 Garrett stated that our unique fee schedule has played a part on the projection gap.
73 Hanson stated that the city is contractually bound to 1000 acre ft. of water. State guidance is to support
74 150 gallons per capita per day. The City is currently at 63. Hanson stated that the shares act as a water
75 insurance policy for when we need it and it will help with new growth and buildout.
76 Gamon asked for Council to consider a new rate schedule model. She stated that people who are going
77 over are being charged \$11.00 for every 1000 gallons over. She stated that residents are fixing the
78 problems that are causing the overages each month. Garrett stated that there are new efforts for
79 conservation.
80 Council Member Brown asked that Garrett come back with options and impact amounts.
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82 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT**

83 Mayor Mark C. Allen
84 Council Member Scott Monsen
85 Council Member Blair Brown
86 Council Member Robert Jensen
87 Council Member Scott Barker
88 Council Member Val Shupe – arrived 6:18 p.m.
89 Public Works Director Steve Harris
90 City Manager Tom Hanson
91 City Recorder Amy Rodriguez
92 Lt. Jason Talbot, Weber County Sheriff

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94 **Others Present**

95 Charles and Reba Allen, Ulis Gardiner, Jason and Ryker Allen, Kim Busby, Stacey Nixon, Kimi Winget
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97 **2. ROLL CALL**

6:00 P.M.

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3. PLEDGE OF ALLEGIANCE

4. WELCOME

5. CONSENT ITEMS

5.1 APPROVAL OF AGENDA

5.2 APPROVAL OF FEBRUARY 2, 2016 MEETING MINUTES

Items 5.1 and 5.2 were approved by general consent.

6. CITIZEN COMMENTS

Resident Ullis Gardner- 4608 S 450 W- stated that his son received a ticket for his sidewalk not being cleaned. He stated that neighbors have not received the same notices and he has seen snow on their sidewalks. He wanted to know how it is determined as to who receives citations.

Resident Ryker Allen -149 E 5200 S- read a statement to Council thanking them for the tour of the building and information on what the Mayor, Council, and City Staff do for the city. He stated that he hopes to help in the winter by crushing ice and shoveling the sidewalks.

7. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN COMMENTS

Hanson stated that staff has been asked to do more enforcement on sidewalk cleaning and snow removal. He noted that he does not know who has received tickets or notices, but that the city is trying to get the word out concerning snow removal. Hanson acknowledged that there are some areas more problematic than others and appreciates the frustration felt by some residents. He stated that staff has become more efficient with city snow removal. Mayor Allen stated that Inspector Monroe tries to be fair when issuing the warning notices.

8. NEW BUSINESS

8.1 PRESENTATION: ANIMAL CONTROL REPORT

South Ogden Animal Control Officers Kimi Winget, Stacy Nixon, Kim Busby, introduced themselves to Council and asked if there were any questions. Mayor Allen stated that he receives calls from residents concerning animal control issues and noted that the calls are not as many as in years past. Busby noted that response time is fairly short. She stated that they try to keep the animals in their lodging until 5:00 each day so that residents can pick up lost animals. This also keeps the shelter costs lower for the city.

Busby stated that spaying and neutering of stray cats will lower statistics of diseases and population control. She stated that the county is contracted to hold the cats for five days.

Council Member Monsen asked if traps are available. Busby stated that they are available and can be given out during warmer months.

Hanson stated that there is a leash law in effect in city parks and appreciates the staff keeping an eye on that. He also stated that he appreciates the pro-active efforts on “kenneling” of animals and number of animals per residence allowed.

8.2 PRESENTATION: SHERIFF’S OFFICE MONTHLY REPORT

Lt. Talbot presented the monthly report, highlighting a spike in domestic violence. He stated that suicide attempts are higher as well. He stated that the department is continuing to educate kids and the public about help hotlines and seminars within the schools. He noted that this past year has been especially high.

147 Talbot noted that a lot of the attempts are traced back to social media. Council Member Jensen asked
148 that the initiative and hotline number be put in the newsletter. Hanson stated that a campaign has been
149 done on the program and he will post on the city Facebook account and website. Council Member
150 Monsen suggested that a booth may be set up at Terrace Days with flyers and different phone numbers
151 regarding “What’s Right in Washington Terrace” articles and city initiatives, noting that it may be a good
152 place to reach people.

153 Lt. Talbot stated that medical assists numbers are lower, mostly due to nursing homes responding to their
154 own needs.

155 Lt. Talbot stated that there is a neighborhood watch; however, he stated that it is hard to get people to
156 patrol the city and report back to the sheriff’s department. He noted that the signs are posted and people
157 are calling in suspicious activity.

158 Lt. Talbot reported that he completed a security report and presented the report to staff and employees
159 during a past staff meeting. He stated that the report is available to Council. A closed session will be
160 scheduled to review the report and options for security measures.

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162 Council Member Brown asked that it be considered that Steve Harris be put in the front of Council
163 meeting agendas so that he can leave early.

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165 **8.3 DISCUSSION/MOTION: APPROVAL TO NOTIFY WEBER COUNTY**
166 **COMMISSIONERS OF INTENTIONS TO RENEW THE INTERLOCAL**
167 **AGREEMENT WITH WEBER COUNTY FOR LAW ENFORCEMENT SERVICES**
168 **AND APPROVE THE 2016-2017 ANNUAL CONTRACT AMOUNT**

169 Hanson stated that the five year contract for law enforcement contract is over in June. He stated that per
170 the terms of the current contract, the city needs to let the county know if it intends to continue working
171 with the county and if the city approves the intended amount for the 2016-2017 contract. Hanson stated
172 that the pricing went up 1.47 percent.

173 Council Member Brown expressed his concern on the 2010 population data used on the chart provided by
174 the county. He stated that other cities populations have increased, while their pricing went down. He
175 stated that although there is a good formula for figuring out the pricing, he is concerned that other cities
176 (particularly Plain City and Hooper) are receiving a better deal. Hanson stated that he and Council
177 Member Jensen attended a meeting with the Sheriff’s Office and stated that they recommended that the
178 county use a different benchmark concerning population numbers in place of the census. Hanson stated
179 that the cities involved met with the Sheriff’s Office and County Commission and compiled the formula
180 to make the pricing fair and consistent for all the parties involved.

181 Council Member Shupe reminded Council that the city was told by the Commission that we need to get
182 on board or get out. He stated that the city pays more than any other city. He stated that he takes issue
183 that the city is told that the number of officers required for our city is a safety issue, however it does not
184 seem to be a safety issue for other cities. He stated that he feels that the city pays too much for services,
185 but acknowledges that there is nothing that the city can do about it. He stated that he would like to move
186 forward because the city will never win against the county, stating that there is no other option.

187 Mayor Allen stated that he agrees that it is not fair to use a 10 year census and would like to see another
188 option push for current update on population. Mayor Allen stated that the 50/50 formula regarding calls
189 for service/population is fair; however, the correct population numbers must be used.

190 Council Member Brown stated that he feels that the city should sign the agreement and ask for an
191 adjustment based on fair population numbers.

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Motion by Council Member Shupe
Seconded by Council Member Monsen
To approve notification to Weber County Commissioners

196 **Of intentions to renew the interlocal agreement with**
197 **Weber County for law enforcement services with**
198 **The stipulation that the city staff has a conversation with the Sheriff' Office to**
199 **voice concern over the population aspect on the 50/50 pricing**
200 **And approve the 2016-2017 annual contract amount**
201 **Approved unanimously (5-0)**
202

203 **8.4 DISCUSSION/MOION: CHANGE ORDER APPROVAL FOR THE ADAMS**
204 **AVENUE ROAD PROJECT CONTRACT**

205 Harris stated that the Adams Ave. contract needs to be completed. He stated that the work is done,
206 however, documentation and paperwork need to be completed for an audit.

207 He stated that the engineering firm CEI , who administer the construction management portion of the
208 project, have asked for a change order to their original contract. He stated that the original contract
209 covered the summer of 2014 to the end of 2014. Harris stated that a change order was approved by
210 Council last year for the completion of the project. He stated that we have gone past the point that the
211 first change order covered and another change order is needed to complete the project.

212 Harris stated that all parties must be in agreement before monies are expended because the project is
213 funded with federal money. Harris stated that the Federal Highway Department requires that the city
214 cover 6.77 percent of the cost. Harris stated that it will cost an additional \$8074.00 to get the project
215 finalized. Harris stated that the money has been in escrow to cover the projected costs.

216 Mayor Allen stated that there are a lot of hoops to jump through with this project. Harris stated that he
217 and the Federal Highway Department are upset with the progress concerning documentations and
218 timeframes with CEI. He stated that the paperwork and project should have been completed some time
219 ago. He stated that issues with the storm water drains, library issues, land acquisitions, weather, and other
220 problems have affected the timeline of the project. Council Member Shupe asked why the county has
221 not been accountable for holding up the progress of the project. He stated that the county violated the
222 project for their own interest and there should be consequences for doing so. Harris agreed with Council
223 Member Shupe and stated that Hanson has met with the county to no avail.

224 Council Member Monsen clarified that the city is a partner with UDOT and basically we need to say that
225 we support UDOT with the project. Harris stated that part of the Federal Highway money is distributed to
226 UDOT and some to local governments. He stated that Federal Highway is not trusting of local
227 government to run the project and that is where UDOT comes in. Harris stated that the city must give
228 approval because the money is ours, however, UDOT administers and manages the money.

229 Harris stated that the road is a good project and will last for many years.

230 Council Member Brown stated that he trusts Harris and the city should pay the change order and move
231 on.

232 **Motion by Council Member Monsen**
233 **Seconded by Council Member Shupe**
234 **To approve the change order to the**
235 **Adams Avenue Project in the amount**
236 **Of \$8074.00**

237 Hanson suggested amending the motion to allow staff to negotiate with UDOT and CEI to for a lower
238 settlement if proven to be appropriate and justified.

239 Council agreed on the amendment.

240 **Approved unanimously (5-0)**
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242 **9. COUNCIL COMMUNICATION WITH STAFF**
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244 * Mayor Allen provided a pamphlet from the UTA regarding UTA Reforms and Path Forward.

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10. ADMINISTRATION REPORTS

- * Hanson stated that the RAMP grant has unofficially been approved for the Victory Park Restroom Project.
- * Council confirmed that they will be attending the Utah League of Cities and Towns Conference in April.
- * Hanson stated that a work session has been scheduled to discuss the Public Works Facility and also the General Master Plan, in particular the property in the southeast section of town.
- *Hanson stated that there are dates available for the Planning Commission dinner.

11. UPCOMING EVENTS

- February 25th: Planning Commission Meeting 6:00 p.m.
- February 29th: Leap Year
- March 1st: City Council Work Session: 5:00 p.m.
- March 1st : City Council Meeting 6:00 p.m.
- March 16th: City Council Work Session 5:00 p.m.
- March 16th: City Council Meeting 6:00 p.m.

12. ADJOURN THE MEETING: MAYOR ALLEN

Mayor Allen adjourned the meeting at 7:42 p.m.

Date Approved

City Recorder



November 4, 2015

To Our Community Sponsors and Donors: *WASHINGTON TERRACE CITY?*

We would like to take this opportunity to thank you for your past and present participation in donating to the Bonneville Graduation Party fund. We appreciate your willingness to contribute because we know that without your help we would not have been able to provide an environment where our seniors could celebrate their graduation in a safe, wholesome manner. Our success record of keeping our graduates safe has been incredible. The graduates have all commented about how much fun the graduation party has been and how they were so glad they participated in it. Again, this could not have been possible without the support of you, our donors and sponsors.

This year we are anticipating we will need to raise around \$5000 dollars to cover the costs of activities, food, etc. We would like to invite you to consider donating to the 2016 Graduation Class of Bonneville High School - Party fund. With your help, we are convinced that we can make this year's celebration the best yet. Enclosed with this letter is a form that you can fill out with your cash or gift card donation. Feel free to fill out this form and mail it in, call us and we can assist you with your donation. This Year's graduation party will be **May 23, 2016**. If at all possible, we would like to receive any donations before **April 1**. This will help us to prepare for this event in a timely manner and help us give our seniors a wonderful experience.

With Sincere Thanks- The Bonneville High PTSA Graduation Party Committee

Heidi Shaw
Graduation Party Co-chair

Sheridan Sheffield
Graduation Party Co-chair

Lanette Weeks
Graduation Party Co-chair
801-389-2290

**We will have a Banner at the Graduation party, listing our donors/sponsors. They will be listed according to their donation, in the following manner:

Gold Sponsors - \$500 or more - *STUFFED EASTER EGGS*

Silver Sponsors - \$ 250 or more

Bronze Sponsors - \$100 or more

Any other amount will be recognized as Additional Donation.

**All Donors and Sponsors will be recognized in an email that will be sent to all the parents of children that attend Bonneville High School.