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City of Washington Terrace

Minutes of a Regular City Council meeting
Held on May 5, 2015
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of

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MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT AT WORK SESSION

11 Mayor Mark C. Allen
12 Mayor Pro-Tempe Val Shupe
13 Council Member Mary Johnston – arrived at 4:47 p.m.
14 Council Member Robert Jensen
15 Council Member Scott Monsen – arrived at 4:58 p.m.
16 Council Member Blair Brown -Excused
17 City Recorder Amy Rodriguez
18 City Manager Tom Hanson
19 Finance Director Shari’ Garrett
20 City Treasurer Laura Gamon

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1. WORK SESSION:

4:30 p.m.

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Budget Issues and Priorities

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Meter Reading System

27 Hanson stated that there are funds in the budget to move on with the AMI water meter reading system.
28 He stated that the City will not need to raise rates, taxes, or go out for a loan for this project. Staff will
29 install the meters. Garrett stated that the installment and equipment is budgeted at \$780,000 and has been
30 built into the budget and future budget plan.

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Construction of New Public Works Facility

33 Hanson stated that preliminary planning has been budgeted. The shop construction and land is estimated
34 at 5.5 million. Hanson stated that the City can handle that level of debt with the current proposed rate
35 schedule. Hanson stated that he wants to make sure that this is the direction that Council would like to
36 take. He wants to make sure that Council wants to continue with this direction. Garrett explained how the
37 City will approach the funding for the facility. She stated that any activity that goes through public works
38 will help fund the facility. She stated that the interest rates will reflect a normal rate curve.

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Utility Rates

41 Hanson stated that there will be no increase on water and sewer, and .70 on refuse and .25 on storm,
42 yielding an increase of .95 cents. Hanson stated that the cost of processing late fees has increased. He
43 stated that staff is proposing a \$15.00 late fees, noting that the fee has not been adjusted in many years.
44 Gamon noted that people who have not been late before will not see the late fee because the first late fee
45 is usually waived. She also noted that the reconnect costs have also increased, however an increase is not
46 being proposed. Gamon stated that there is a small grace period before the late fee is charged, taking into
47 account that many people do not receive a check until the first of the month. Gamon stated that her staff
48 works with residents who call and explain their situation. Garrett stated that it is important to keep in

49 mind that when the City acquires more date, the debt reserve requirements require that the City show that
50 they can pay on the loan and rates are a large part of that.

51

52 **Personnel**

53 Hanson stated that Utility funds pay portions of personnel cost. Hanson stated that the direction was
54 given by Council to retain employees as best as we can with the pay plan philosophy and keep up with
55 the marketplace. Hanson stated that the baseline is based on the average in the area, dropped ten percent,
56 and hold out 4 percent for pay for performance. Garrett stated that budgeted personnel requirements is
57 expected to change by 1.46 percent. Garrett stated that staffing changes and staffing requirements have
58 kept benefits low.

59

60 **Waste Collection Contract**

61 Garrett stated that the contract is the biggest operating contract that we have for waste. She stated that the
62 contract will expire in 2018 and will have to be rebid or renegotiated.

63

64 **Waste Disposal**

65 Garrett stated that trends and the cost of trends are budget items to be considered. She stated that the
66 more recycled material that is collected is more money that we receive. Hanson stated that recycling will
67 help control the cost of refuse.

68

69 **Public Works Facility**

70 Garrett stated that the full impact will be shared with the refuse fund and built into the rate schedule.

71

72 **Billable Customer Base**

73 Garrett noted that the City is just about built out, meaning that there will not be many more users coming
74 into the system to help share the costs.

75

76 **Water Budget Considerations**

77 Garrett stated that the operating requirements for water are estimated to increase. She stated that
78 operating costs are a big driver of rate increase.

79

80 **Capital Requirements**

81 Garrett explained that the City is not exhausting all its capital capacity to fund debt. She explained that
82 capital is funded down to debt. She explained the impact of the Public Works Facility. Garrett stated that
83 the City has adopted the pay as you go philosophy.

84

85 **Revenue**

86 Garrett stated that the contract with Weber Basin Water is a generator of around \$40,000 a year and is a
87 great benefit. She also stated that the CDBG award of around \$100,000 to go towards the upgrade of the
88 water tank. She stated that a concern is the billable customer base because it is limited to new growth or
89 existing customers.

90 Garrett stated that she is estimating very low operating costs, with a flat increase charge for services.

91

92 **Sewer**

93 Garrett stated that operating costs are a big budget consideration, noting that there are slight increases in
94 2016, but a larger increase is estimated for 2020 with Central Weber Sewer due to federal mandates.
95 She stated that there is a zero increase in sewer rates for 2016.

96

97 Garrett stated that the capital capacity was brought down to debt within this area. She stated that the
98 sewer has less capital demand than the water fund.
99 Garrett stated that challenges include the billable customer base and user fees.

100
101 **Storm Water**

102 Garrett stated that the rate does not have a lot of capital requirements built into it because it is relatively
103 new. She stated that there will need to be additional capital requirements. The same budget
104 considerations apply, which are the billable customer base and user fees.

105
106 Garrett noted that 85 percent of the financing of the new Public Works shop is covered in Utility. She
107 stated that the funding is estimated at around \$7 million after interest is factored in. Council agreed that
108 they are fine with the plan to fund the Public Works Shop. Council agreed that they are fine with the
109 requirement to raise the rates .95 cents, noting that water and sewer will not be increasing.

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112 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT**

113 Mayor Mark C. Allen- excused
114 Mayor Pro-Tempe Val Shupe
115 Council Member Mary Johnston
116 Council Member Robert Jensen
117 Council Member Scott Monsen
118 Council Member Blair Brown -Excused
119 City Recorder Amy Rodriguez
120 Public Works Director Steve Harris
121 City Attorney Bill Morris
122 Finance Director Shari' Garrett

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124 **Others Present**

125 Charles and Reba Allen, Del Kraaima, Jeff Tilley, Jacquette Werner, Tim Hahn, Daniel Hahn

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127 **2. ROLL CALL** **6:00 p.m.**

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129 **3. PLEDGE OF ALLEGIANCE**

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131 **4. WELCOME**

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133 **5. CONSENT ITEMS**

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135 **5.1 APPROVAL OF AGENDA**
136 **5.2 APPROVAL OF APRIL 21, 2015, MEETING MINUTES**
137 Items 5.1 and 5.2 were approved by general consent.

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139 **6. CITIZEN COMMENTS**
140 There were no citizen comments.

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

144 Due to lack of citizen comments in item 6, item 7 is unnecessary.

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146 **8. NEW BUSINESS**

147 **8.1 MOTION RESOLUTION 15-05: A RESOLUTION OF THE CITY OF**
148 **WASHINGTON TERRACE, UTAH, ACCEPTING THE ANNEXATION**
149 **PETITION FILED BY PLEASANT VALLEY RANCH, LLC, RISKY III, LLC,**
150 **AND ANCHOR LAND & CATTLE, LLC**

151 Morris stated that South Ogden has expressed interest in modifying their annexation plan.
152 He stated that the Landowner, Mr. Stephens, expressed interest in annexing a portion of his
153 property into Washington Terrace. Morris stated that Mr. Stephens proposed and filed a
154 petition to annex some of his property into Washington Terrace. Morris stated that the
155 petition has been filed with Weber County. The Weber County Planning Division stated to the City
156 that there are no concerns with the petition.

157 Morris stated that it is approximately 9.928 acres east of Adams Ave. along the frontage of 5700
158 South. Council Member Monsen asked if there is more property to be annexed. Morris stated that
159 there was and more property may be annexed into the City at the time of development. Morris stated
160 that this portion will block South Ogden from annexing into Washington Terrace property.
161 Morris explained the annexation process timeline to Council. Morris stated that the property will be
162 annexed into the City at the zoning that it has with the County. Zoning may be changed later on in
163 the process after discussions with Mr. Stephens. Mayor Pro-Tempe Shupe thanked Hanson and those
164 others who helped expedite this process.

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166 **Motion by Council Member Johnston**
167 **Seconded by Council Member Jensen**
168 **To approve Resolution 15-05**
169 **Accepting the annexation petition filed**
170 **By Pleasant Valley Ranch LLC, Risky III, LLC**
171 **And Anchor Land & Cattle, LLC**
172 **Approved unanimously (4-0)**
173 **Roll Call vote**
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176 **8.2 PRESENTATION: FY 2015 AMENDED BUDGET, FY 2016 TENTATIVE BUDGET**
177 **AND FY 2017-2020 BUDGET PLAN**

178 Garrett presented an overview of the budget work session held earlier in the evening. She
179 highlighted major budget issues as the water meter reading system, Public Works Facility
180 Construction, Personnel, and Utility Rates. She stated that the utility rates are expected to
181 increase .95 cents. She stated that the increase will be seen in refuse and storm water. The
182 increase will be used to fund operating costs and capital requirements.

183 Mayor Pro-Tempe Shupe confirmed that water and sewer rates are to remain flat.
184

185 **8.3 MOTION: TO TENTATIVELY APPROVE THE TENTATIVE BUDGET**

186 **Motion by Council Member Jensen**
187 **Seconded by Council Member Johnston**
188 **To tentatively approve the tentative budget**
189 **Approved unanimously (4-0)**
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191 **8.4 PRESENTATION: FINANCE DEPARTMENT QUARTERLY REPORT**

192 Garrett stated that sales tax is coming in healthier than expected. She stated that point of sales tax has
193 also increased. She stated that the strong estimates will move forward in budget projections.

194 Garrett stated that there is a decrease in franchise tax collections, due to the mild winter. Garrett stated
195 that permits and licensing will have a sharp decline. Garrett stated that the General Fund as a whole is on
196 track at 73 percent earned. Garrett stated that the refuse fund is meeting projections, however revenue is

197 slightly down. Garrett stated the water operating funds are meeting projections. She stated that revenues
198 and expenditures are down this year because of the STAG funds that were received last year. She is not
199 expecting any budget adjustments at this time. Garrett stated that Storm Drain funds are meeting
200 projections with no budget adjustments expected at this time.

201
202 **8.5 MOTION/ORDINANCE 15-03: APPROVAL OF FALCONRY ORDINANCE**

203 Morris stated that the Planning Commission gave its recommendation to approve the ordinance. The
204 Planning Commission made several changes to the ordinance. The approval of the ordinance will allow
205 falconry into the municipal code. Morris stated that staff met with the representatives of the State
206 government, Planning Commissioners Allen and Reynolds, the owner of the falcon, and neighbors. He
207 stated that the ordinance was changed to adopt state rule 657-20, which outlines rules for the keeping and
208 care of falcons. Morris stated that the Planning Commission made additional changes at the meeting. He
209 stated that the number of falcons allowed was a substantial change to the ordinance.

210 Council Member Mosen questioned the number of falcons that could be allowed. Morris stated that a
211 master falconry can have up to 5 birds under state rule. The proposed ordinance adopted the state rule by
212 reference. Morris stated that according to the Attorney General, the City cannot regulate hunting;
213 however the City is allowed to regulate zoning, including the number of animals. Morris stated that there
214 are 32 pages of regulations on how to govern the birds in state rule. Morris stated that Council can set the
215 limit on the number of birds.

216 Mayor Pro-Tempe Shupe clarified that the ordinance is allowing people to own the birds and have them
217 on their property. He stated that the ordinance is not restricting the hunting or flying of the birds. He
218 stated that he is opposed to the ordinance. He has concerns that staff will have to monitor and regulate the
219 pens and other things that go along with that. He stated that he feels that as a Council, they have a
220 responsibility to other citizens that live in the neighborhood. Mayor Pro-Tempe Shupe stated that he feels
221 that the lots in the City are small and it is difficult to disregard other neighbors in that area.

222 Council Member Mosen questioned if the City even has a choice because it is regulated in state rule.
223 Morris stated that according to the Attorney General, the City can regulate the number of falcons down to
224 zero as a zoning issue. Morris stated that staff met with some neighbors who had concerns and the falcon
225 owner has taken steps to alleviate the concerns. Mayor Pro-Tempe Shupe stated that a resident called him
226 stating the pigeons that were being fed to the falcon leave body parts and have been dragged into the
227 house by their dogs. Morris stated that the ordinance stated that there would be no keeping or feeding of
228 live animals.

229 Council Member Jensen stated that he has spoken to residents who were surprised that the Council would
230 even entertain the motion to have this opportunity in the City. He agreed with Council Member Shupe
231 that the yard sizes are in close proximity to families with young children and older residents. He stated
232 that it is difficult to regulate how people take care of their animals. Council Member Jensen stated that he
233 is against the ordinance.

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235 **Motion by Council Member Jensen**
236 **Seconded by Council Member Johnston**
237 **To approve Ordinance 15-03 “Falconry”**

238 **Motion Fails (1-3)**

239 **Roll Call Vote**

240 **Council Member Johnston- Nay**

241 **Council Member Jensen- Nay**

242 **Council Member Shupe- Nay**

243 **Council Member Mosen- Aye**

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9. COUNCIL COMMUNICATION WITH STAFF

* Council Member Jensen asked if Weber Basin has put out any restrictions on water use. Harris stated that they have not issued any restrictions at this point. Morris stated that the City can put restrictions on watering. The Mayor would implement a drought declaration. This would allow law enforcement officers to enforce watering. Council Member Monsen stated that he would be in favor of putting in some water regulation guidelines. Council Member Johnston asked for a report from Harris on recommendations from Weber Basin Water.

* Mayor Pro-Tempe Shupe asked if there has been any progress with the water pressure on 5600 South. Harris will review and report to Council. Mayor Pro-Tempe Shupe expressed his appreciation to the Public Works Crew for their work on 5600 South.

10. ADMINISTRATION REPORTS

There were no administrative reports. Mayor Pro-Tempe Shupe read a “What’s Right with Washington Terrace” article concerning the celebration of VE Day on May 8th.

11. UPCOMING EVENTS

- May 19th: Work Session- Budget Discussions 5:00 p.m.
- May 19th: City Council Meeting- 6:00 p.m.
- May 25th: Memorial Day Observance- City Offices Closed
- May 28th: Planning Commission Meeting- 6:00 p.m.

12. ADJOURN THE MEETING: MAYOR ALLEN

Mayor Pro Tempe Shupe adjourned the meeting at 6:50 p.m.

13. RDA MEETING (Immediately following the regular scheduled meeting)

Date Approved

City Recorder