

City of Washington Terrace

Minutes of a Regular City Council meeting

Held on May 20, 2014

City Hall, 5249 South 400 East, Washington Terrace City,

County of Weber, State of Utah

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT FOR WORK SESSION

Mayor Mark C. Allen

Council Member Mary Johnston

Council Member Blair Brown

Council Member Robert Jensen

Council Member Scott Monsen- Excused

Council Member Val Shupe

City Manager Tom Hanson

Finance Director Shari' Garrett

Recreation Director Aaron Solomon

Lt. Burns, Weber County Sheriff

City Recorder Amy Rodriguez

1. BUDGET WORK SESSION

5:00 p.m.

Topics to include, but are not limited to, utility funds transfer, changes to the tentative budget, and the fee schedule for the Football Recreation Program

Hanson explained the utility funds transfer item, explaining it as an accounting nuance. He stated that cash money is not actually being transferred, but rather the process is the use of services (water, storm, refuse, and sewer). Hanson explained that the utility funds are fee based. He explained that if we took the money from the General Fund, the city would have to raise the money through taxes or lowered services. Hanson stated that all the cities in the state pay by this practice, however the State Auditor is requesting that a public hearing be held and a resolution be approved allowing the Enterprise Fund to support General Fund operations and not bill the General Fund.

Hanson clarified a few items on the tentative budget. Hanson stated that state statute requires that the city pass a tentative budget prior to the public hearing. Hanson clarified that the tentative budget can be altered as needed as it gets closer to the final approval. Garrett stated that there are some changes to the current year budget.

Council Member Shupe asked that an extra \$5000.00 be put in the budget for Hanson's salary plus whatever comes ambient with that amount. He also asked that an additional 3% match towards his 401k or a discussion with the City Manager for something comparable as an incentive to stay with the city. Council Member Johnston agreed. Council Member Shupe stated that he realizes a vote cannot be taken at the work session, however, he would like it added to the budget to be approved in the meeting.

Hanson stated that the city hard cost for crossing guards will be around \$13000, where the city was previously paying around \$9000. He is proposing adding a \$4000 budget adjustment to cover the increase in costs. Hanson stated that Jeff Monroe will be managing the crossing guards.

Garrett stated that she is ready to make an adjustment in the budget depending on the amount

Council approves for the Enterprise fund/Utility Transfer. Garrett stated that the budget CIP

47 adjustments recognize the estimated value of the sales of the fleet and the expenditures for the new
48 fleet to be bought. Garrett stated that there was a refunding of our special assessment bonds to
49 receive savings on our interest rates back in October. She stated that this is reflected in the budget.
50 Garrett stated that the budget approval is scheduled for the next Council meeting.
51 Hanson asked if there were any concerns with the Sheriff Contract. There were none.
52 Solomon stated that the city offers a 50 percent discount on the \$100.00 registration fee for football
53 if the applicant is on financial assistance for health insurance. He stated that the team cap will be at
54 25 this year and stated his concerned that the revenue for the program will not be met. Solomon
55 recommends that the discount be changed to 25 percent, making the football fees \$75. Solomon
56 stated that about a third of the registrars are on financial assistance. Council Member Shupe stated
57 that he is not in favor of raising fees more than they are. He stated there are a lot of kids that aren't
58 able to play because the fees are too high. Council Member Johnston wondered if scholarships could
59 be available to help those with financial needs. Hanson stated that the football revenue helps to
60 support the basketball program as well, noting that the other sport programs support themselves.
61 Solomon stated that every dollar raised by the football program goes back in to the program, with
62 some going to the basketball program.
63 Solomon stated that this change would take place next fiscal year. Solomon stated that there is not a
64 cap on baseball. He did note that it makes it harder to get the teams organized if there is not cap on
65 the last day of registration.
66 Council Member Shupe stated that he is in favor of fundraisers to help pay for the banquets, noting
67 that there must be checks and balances on them. Council Member Shupe stated that the Lion's Club
68 sales are different from the fundraisers that he is speaking of. He stated that the Lion's Club is not in
69 competition with the fundraisers. Council Member Jensen stated that there are specific fundraisers
70 that can be coordinated between the teams. Council Member Johnston suggested that each team
71 could coordinate with Solomon to rotate sales so that each team has a specific date to sell their
72 products.
73 Solomon asked for suggestions for Grand Marshall for Terrace Days. Council Member Brown
74 suggested Jimmy Clatterback, stating that he has given a lot to the community. Hanson suggested
75 that the Grand Marshall be able to ride in the back of Monroe's truck. Solomon clarified that the
76 Council would ride in golf carts during the parade.
77 Hanson stated that he wanted Council to be aware that the city is specifically not covered for
78 inflatables. Council understood, but agreed that they would like them to be available at the event.

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

82 Mayor Mark C. Allen
83 Council Member Mary Johnston
84 Council Member Blair Brown
85 Council Member Robert Jensen
86 Council Member Scott Monsen- Excused
87 Council Member Val Shupe
88 City Manager Tom Hanson
89 Finance Director Shari' Garrett
90 Lt. Kevin Burns, Weber County Sheriff
91 City Recorder Amy Rodriguez

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93 **OTHERS PRESENT**
94 Charles and Reba Allen, Wallace Reynolds, Dell Kraaima, Colby Crown, Grant Bowcutt, Job
95 Bowcutt, A. Bowcutt, Ulis Gardiner

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

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99 **3. PLEDGE OF ALLEGIANCE**

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101 **4. WELCOME**

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103 **5. CONSENT ITEMS**

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105 **5.1 APPROVAL OF AGENDA**

106 **5.2 APPROVAL OF MAY 6, 2014, MEETING MINUTES**

107 Items 5.1 and 5.2 approved by general consent.

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109 **6. OLD BUSINESS**

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111 **6.1 MOTION: TO TENTATIVELY ADOPT THE FISCAL 2015 YEAR**
112 **TENTATIVE BUDGET AND 2016-2019 BUDGET PLAN**

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114 **Motion by Council Member Jensen**
115 **Seconded by Council Member Johnston**
116 **To tentatively adopt the fiscal year Tentative 2015 budget**
117 **And 2016-2019 Budget Plan**
118 **Approved unanimously (4-0)**

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120 **7. SPECIAL ORDER**

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122 **7.1 PUBLIC HEARING: TO HEAR COMMENT ON THE FISCAL YEAR 2014**
123 **AMENDED BUDGET, FISCAL YEAR 2015 TENTATIVE BUDGET, AND**
124 **2016-2019 BUDGET PLAN**

125 Garrett stated that the budget has been worked through with Council over the last several months.
126 Garrett provided a summary of the budget and highlighted a few adjustments that would be made to
127 the current year budget for the next meeting. The adjustments include the proceeds of the sales of the
128 fleet, Enterprise funds/Utility funds transfer if approved, and recognizing the refunding of the
129 Special Assessment series 2001 bonds, 2010 sales tax bonds, and the issuance of the 2013 sales tax
130 bonds.

131 Garrett stated that some of the ongoing challenges of the utility funds include funding of current
132 operations, maintenance of fleet, capital equipment, and infrastructure state. She stated that state
133 mandates are on a rise requiring more of our systems and staff. Garrett stated that the city also tries
134 to maintain our good credit worthiness while building a reserve for unseen emergencies. She stated
135 that the city tries to accomplish all this while keeping rates as low as possible.

136 Garret stated that grant assistance is becoming much more limited, but the city will continue to look
137 at those options.

138 Garret stated that another major budget item is the construction of a new Public Works facility to

139 meet needs of today as well as the future. The Public Works facility is a vital component to the city's
140 core services.

141 Garrett stated that Storm Water Management regulations are becoming more costly and staff will
142 evaluate best alternatives at the lowest possible cost.

143 Garrett stated that utility rates are expected to increase by .94 cents to the single family residence
144 base, stating that this increase is necessary to fund operating and ongoing costs.

145 Garrett noted that there is an expectation of an increase in levels of service in the upcoming years.
146 The city is underway in replacing old meters that will eliminate manual readings, and will aid in
147 information that will be more customer friendly to residents.

148 Garrett also noted that Storm Water management compliance will increase level of services to
149 residents.

150 Garrett noted that Governmental Funds revenue is anticipated to decrease slightly. She also stated
151 that Law Enforcement Services are continually evaluated, as well as personnel for the city, which is
152 driven by the compensation philosophy based off the market value, benefits, and wages. Garret
153 stated that it is a high priority for the city to maintain and recruit high level staff.

154

155 **Mayor Allen opened the public hearing at 6:11 p.m.**

156 There were no citizen comments.

157 **Mayor Allen closed the public hearing at 6:12 p.m.**

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159 **7.2 PUBLIC HEARING: TO HEAR COMMENT ON A PROPOSED**
160 **RESOLUTION WAIVING UP TO ALL FEES FOR EACH AND EVERY**
161 **FUND DESIGNATED AS AN "ENTERPRISE FUND" FOR ANY**
162 **MUNICIPAL OWNED OR OPERATED FACILITIES**

163 Hanson presented a slide show defining what the item details. He stated that many residents have
164 questions about what the item entails.

165 Hanson stated that the city is not taking money from the General Fund. He explained that the
166 Enterprise fund is comprised of Water, Storm Water, Sewer, and Refuse and are restricted funds. He
167 stated that they are independent from each other.

168 He explained that General Fund is comprised of parks, public safety, streets, recreation, restrooms
169 and parks, and refuse from public facilities. He stated that Enterprise activities are funded through
170 user fees. He stated that the General fund is financed mostly through taxes. Hanson explained that
171 Enterprise activities have always supported General Fund activities, meaning storm water and other
172 services have been provided without the General Fund paying for these services. Hanson stated that
173 the transfer will allow Enterprise activities to support General Fund activities by allowing the city to
174 move Enterprise funds to governmental activities. Hanson stressed that there is no actual cash
175 transfer of funds. He explained that it was like making a check out to ourselves to pay for the
176 services. He stated that if the Enterprise Fund does not support the General Fund activities, the funds
177 would have to be raised or services reduced in order to pay the fees. Hanson stated that the city is
178 using the capacity built into the system instead of raising the funds. Hanson clarified the public
179 hearing is in compliance with a request from the state auditor to make it a public notice and it does
180 not change current practices.

181 Council Member Shupe asked if funds need to be paid back into restricted General Accounts.

182 Hanson clarified that no money ever leaves the account; rather it's the service that the funds provide.

183 He stated that the city is using the value of services and use of the processes to support general
184 governmental activities at the fire station, Civic Center, parks, open spaces, and City Hall. Hanson

185 stated that this practice of using the valuation of the service happens in every city in the state.
186 Council Member Brown clarified the amount of value is \$92000. Council member Jensen stated that
187 he appreciates the interaction with residents and the response of the residents to the notice. He stated
188 that he also appreciates the transparency of the city. Hanson stated that if this was a cash transfer, the
189 city would be obligated by state law to pay the money back to the restricted funds.

190

191 **Mayor Allen opened the public hearing at 6:29 p.m.**

192

193 Resident Colby Crown - 4486 S 375 E- wanted to know where the money comes from. Hanson
194 stated that it comes from the user fees that the residents pay, explaining that when residents pay their
195 utility bill, the money goes into the water, sewer, storm, and refuse funds. Crown clarified that the
196 utility rate is increasing .94 cents next year. He wanted to clarify that the utility bill will be raised no
197 matter where the funds are coming from. Hanson stated that if it comes from the General Fund, the
198 city will have to raise the \$92000 through taxes. Hanson stated that the services provided at the
199 Public Works shops, City Hall, Senior Center, restrooms in parks, refuse pick up in parks, refuse
200 pick up at city hall and the senior center/fire station will be provided by this transfer. He also stated
201 that it takes care of sewer through the parks, green space watering, and storm water management.
202 Crown wanted an explanation as to why the cost is \$92000 for only three buildings and several
203 parks. Hanson clarified that some of the green space is watered with culinary water because the cost
204 would be too high to bring in secondary water. Mayor Allen stated that the .94 cent breakdown is
205 .91cents toward capital because the Council is looking ahead to projects in the areas such as dirt,
206 pipes, asphalt, and roads. He clarified that only .03 cents is an actual water increase. Mayor Allen
207 stated that this transfer is only for governmental buildings and that city businesses are paying their
208 own share of their utilities.

209

210 Resident Wally Reynolds -5200 S 300 E- stated that several of his questions have already been
211 answered tonight, noting that the city has received many budget awards. He stated there is confusion
212 on his part between the General Fund and Enterprise Fund. He stated that the city has one of the
213 highest water rates in northern Utah, with another increase slated. Reynolds stated that items of
214 information would be helpful to people in regards to those issues, possibly through the newsletter.
215 Reynolds stated that it would be beneficial for residents to have all the information to alleviate
216 concerns of the residents. Reynolds stated that his impression is that the Enterprise Fund seems to be
217 more substantial than the General Fund. Mayor Allen stated that the state auditor recently passed
218 this requirement and the noticing had to be done quickly. Hanson stated that he could have done a
219 better job explaining the notice and stated that it is not an easy process to explain and may have
220 raised more questions. Council Member Brown stated that the city has done a great job on refuse and
221 water, noting that the fees have remained flat. He stated that the big issues are water treatment and
222 storm drain management due to outside influences and the city's hands are tied.

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224 **Mayor Allen closed the public hearing at 6:50 p.m.**

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227 **8. CITIZEN COMMENTS**

228 Resident Grant Bowcutt-5538 S 50 E.-expressed interest in a Youth Council in Washington Terrace.

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230 **9. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN**

231 **COMMENTS**

232 Hanson stated that there has been a lack of interest in a Youth Council in the past several years.
233 Hanson stated that if the city had adult volunteers that could help with the program and there was
234 enough interest, the city may be able to resurrect the program. He stated it is a great program and
235 would like to work with Bowcutt to see if there is enough interest in the schools. Hanson stated that
236 the Youth program has not been budgeted for this year; however it can be looked at again for next
237 year. Bowcutt stated that some of his friends are in programs in other cities. Council Member Jensen
238 stated that it would be a good experience for the youth in the city to start the program again.

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240 **10. NEW BUSINESS**

241 **10.1 PRESENTATION: SHERIFF OFFICE MONTHLY REPORT**

242 Lt. Burns presented the report to Council, noting that there is nothing unusual on the report. He
243 stated that medical assists were higher last month. Lt. Burns stated that the investigations report
244 covers all investigations that are assigned to the Office. Burns stated that out of 11 assigned, 10 have
245 been closed.

246 Council Member Shupe stated that he would like a more detailed report on how cases are closed, not
247 just that they are closed. Council Member Shupe stated that there are 23 open cases ranging from
248 sexual assault to burglary, and a case from 2012 that is still open. He would like presentations made
249 to the city manager as how cases are being closed. Lt. Burns stated that the county only uses the
250 terms open and closed. Council Member Shupe inquired as to how the county knows if a case is
251 inactive or active, stating that by the report it appears that we have 132 inactive cases. Council
252 Member Shupe stressed that there needs to be communication once a month with the city manager as
253 to what is happening with our cases. He noted that many of the cases are serious and he would like
254 the Council to receive updates as to what is being done on cases and how they are being closed. Lt.
255 Burns stated that he has worked with Det. Kelly to improve the report will continue to work to
256 improve the report. Council Member Shupe stated that we owe an explanation to citizens as to why
257 the cases are not closed. Lt. Burns stated that Council can call him on specific cases and he will find
258 out where they are in the process.

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260 **10.2 MOTION/RESEOLUTION 14-05: A RESOLUTION APPROVING A WAIVER**
261 **OF ENTERPRISE FUND FEES FOR MUNICIPAL OWNED FACILITIES**

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263 **Motion by Council Member Shupe**
264 **Seconded by Council Member Johnston**
265 **To approve Resolution 14-05 to approve**
266 **A waiver of Enterprise Fund Fees for Municipal Owned Facilities**
267 **Approved unanimously (4-0)**
268 **Roll call vote**

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270 **10.3 MOTION/RESOLUTION 14-06: A RESOLUTION APPROVING THE**
271 **EXTENSION OF THE LAW ENFORCEMENT CONTRACT WITH WEBER**
272 **COUNTY**

273 Council Member Brown stated that he still feels that the city has been overcharged for services in
274 comparison to other cities. He stated that he is concerned with the response time from the Sheriff's
275 office on several occasions where he has had to call. He stated that he feels that the unincorporated
276 section of the county has not paid their fair share and calls upon them to pay their fair share. Council

277 Member Shupe stated that the city has been told for the past several years that the other cities would
278 have to pay their fair share and two have still not paid their fair share. He stated his concern that the
279 city cannot get a commitment from them as to when they will pay the remainder. Council Member
280 Shupe also stated that he has an issue with the Sheriff's response that he will not discuss the issue
281 any further. Council Member Shupe stated his concern that our precinct includes Huntsville. He
282 stated that he feels that our deputies are being sent to Huntsville and taken out of the Terrace.
283 Council Member Johnston stated that we can only deal with what is happening in our city. She stated
284 that we cannot control other cities and that we are receiving a fair cost and fair services for what we
285 are paying. Council Member Johnston stated that she feels that the Sheriff's Office is responsive and
286 we need to take care of our own city and not worry about other cities. She stated that the County
287 Commission can only control themselves and nothing will change with them by the city not taking
288 the contract.
289 Mayor Allen gave a brief history of the Washington Terrace Police Force that was disbanded in
290 2004. He stated that when the Sheriff took over contract services, it gave the city a \$500,000
291 decrease in cost of law enforcement services. Mayor Allen stated that if we had our own police force
292 today, it would cost 1.6 million, which he notes is a million more than what we are paying for
293 services now. Mayor Allen stated that contracting with the county has provided better protection and
294 services. Mayor Allen stated that the Sheriff has dropped prices and appreciates his efforts in the
295 contract issue.

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297 **Motion by Council Member Johnston**
298 **Seconded by Council Member Jensen**
299 **To approve Resolution 14-06 to approve**
300 **The Extension of the Law Enforcement Contract**
301 **with Weber County**
302 **Tie Vote (2-2)**

303 **Roll call vote Council Members Johnston and Jensen Aye,**
304 **Council Members Shupe and Brown Nay**
305 **Mayor Allen may cast a vote in cases of tie votes. Voted Aye**
306 **Motion passes (3-2)**

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308 **10.4 MOTION/RESOLUTION 14-07: A RESOLUTION APPROVING AN**
309 **INTERLOCAL AGREEMENT WITH WEBER COUNTY RELATING**
310 **RECYCLING INCENTIVES**

311 Hanson stated that in order to offset tipping fees, the county is offering incentives to cities that are
312 willing to increase their recycling efforts. He stated that capturing recycling values would offset
313 tipping fees. Hanson stated that the city would like to increase efforts to inform residents on what is
314 recycling and motivate them to recycle more.

315 Council Member Jensen asked if our refuse company receives incentives for picking up our recycles.
316 Hanson stated that they are not receiving incentives and the city will be able to capture the
317 valuations for recycling. Council Member Brown stated that it is a great program and is run very
318 well.

319
320 **Motion by Council Member Jensen**
321 **Seconded by Council Member Johnston**
322 **To approve Resolution 14-07 approving an**

**Interlocal Agreement with Weber County Relating to
Recycling Incentives
Approved unanimously (4-0)
Roll call vote**

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11. COUNCIL COMMUNICATION WITH STAFF

There were no reports.

12. ADMINISTRATION REPORTS

- * Weber Basin Water will be holding a tour on June 18th from 7:30 a.m. until 2:00 p.m.
- * The Communities the Care Program will be donating the \$500.00 for the graduation party for Bonneville High School.

13. UPCOMING EVENTS

May 29 th :	Planning Commission Meeting (Tentatively cancelled)	6:00 p.m.
June 3 rd :	Terrace Day Planning Meeting	5:30 p.m.
June 3 rd :	City Council and RDA Meeting	6:00 p.m.
June 13 th :	Movie In The Park (Frozen) – Rohmer Park	9:00 p.m.
June 14 th :	Terrace Day!	4:00 p.m.-10:00 p.m.

14. ADJOURN THE MEETING: MAYOR ALLEN

Mayor Allen Adjourned the Meeting at 7:33 p.m.

15. ADJOURN INTO RDA MEETING

Date Approved

City Recorder