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City of Washington Terrace

Minutes of a Regular City Council meeting
Held on June 2, 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 Council Member Mary Johnston
13 Council Member Blair Brown
14 Council Member Robert Jensen
15 Council Member Scott Monsen
16 Council Member Shupe
17 City Manager Tom Hanson
18 Finance Director Shari' Garrett
19 Treasurer Laura Gamon
20 City Recorder Amy Rodriguez
21 Recreation Director Aaron Solomon
22 Public Works Director Steve Harris

23
24

Others Present

None

25
26 Garrett presented a wrap up on outstanding budget issues, highlighting changes to the current budget,
27 tentative budget, and budget plan. She stated that some of the major changes to this years' budget are
28 sales tax, RAMP: tax recognizing the RAMP funds that were received, and franchise tax. She stated that
29 this has been an anomaly year due to the warmer winter. She stated that changes to the General Fund
30 include a one-time transfer to the Capital Project Funds. Garrett stated that the auditors are notified of the
31 transfers through meeting minutes as well as the Resolution that will be proposed at the next meeting.
32 Garrett stated that overage goes into capital projects that are taxed supported. Garrett stated that there
33 may have been an overestimation on consumption usage. She stated that water and sewer revenues are
34 showing lower than projected. She believes that this year is a one-time event and it will be monitored.
35 Garrett stated that future year projections are based on current year stats. She stated that the City must
36 collect the RDA city-imposed tax into the General Fund and transfer into the RDA fund. She stated that
37 the other tax entities will be contributing directly into the RDA.

38
39

Utility late fees

40 Gamon stated that the Utility Billing Department costs for late fees and billing has increased. She stated
41 that the new company saves times by printing and mailing everything in shop. She stated that it is also an
42 incentive to deter people from paying late. She stated that the number of late fees is continuing to
43 increase. Council Member Monsen stated that he does not think the increase will change anyone's
44 behavior. He stated that he would like to keep it at \$10.00. Council Member Brown stated that he
45 reached out to cities within our county to compare fees and would also like to keep the fee at \$10.00.
46 Gamon stated that the goal is to not shut people off, noting that it takes two days of resources to shut
47 people off. Mayor Allen stated that providing quicker service for someone to be noticed of a potential
48 shut off is worth the extra \$5.00. Gamon stated that first time late fees are usually waived and so is the
49 deposit. Council Member Johnston stated that the extra \$5.00 helps staff with flexibility to help write off

50 some of the fees. Mayor Allen noted that the tentative budget has the \$15.00 fee built in but it can be
51 changed before final adoption.

52

53 Convenience Fee

54 Hanson stated that the fee is a hard cost of \$1.90 that is passed along to the credit card company for the
55 processing and percentage costs of card usage that the City incurs. Council Member Shupe stated that
56 these issues should have been raised when the tentative budget was approved. Gamon stated that a new
57 EMV machine will need to be purchased for credit card requirements. She noted that if the City does not
58 have the EMV machine, we will be responsible if cards are used fraudulently.

59

60 Council Member Brown stated that he purchased a home and was charged a water signup fee even
61 though there was no usage. He stated that the City should not charge for ownership, but rather for usage.
62 He stated that he feels that this is unfair. Hanson stated that someone was using the water during that
63 time. Hanson stated that staff is following City ordinance and feels that this ordinance can be looked at in
64 depth at a later time. Council Member Jensen compared it to car registration, which is based on
65 ownership and not occupancy. Gamon stated that the utility bills are put into the name of the owner listed
66 on the county register. Mayor Allen stated that the ordinance can be reviewed at a later time.

67

68 Pay Plan

69 Hanson stated that the Pay Plan (salaries) has been approved in the tentative budget by Council. Council
70 Member Shupe stated that the benchmark plan that is used is a much better plan than just calling others
71 cities. Council Member Brown stated that he does not feel comfortable with staff suggesting their own
72 salary amounts. He stated that he is not comfortable with the cities on the benchmark formula.
73 Council Member Johnston stated that the study is researched based and most cities comply with the study
74 and pay plan program. Council Member Shupe stated that the research is based on several factors. He
75 noted that during the economic downturn, the City remained neutral and did not increase pay.
76 Council Member Shupe stated that the City is not paying employees what they are worth. Council
77 Member Jensen stated that the pay plan is a template that can be used and it is researched based.
78 Council Member Monsen stated that he feels that it is important to pay employees fairly and the only way
79 to figure it out is by a study and adapt it to our needs.

80

81 Master Plan for In-fill lots and existing properties

82 Council agreed to bring the items back for future review.

83

84 Rental of Community Center

85 Council agreed to bring the item back for future discussion.

86

87 Customer Service

88 Hanson stated that he would encourage a future discussion on customer service issues. Council Member
89 Shupe stated that if it is for specific individuals it must be done in closed meetings.

90

91 Transparency

92 Council Member Brown stated that he would like to communicate the Council voting records and staff
93 salaries more efficiently in the name of transparency. Council Member Shupe stated that the records are
94 already online and available to anyone who asks.

95

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

97 Mayor Mark C. Allen

98 Council Member Mary Johnston

99 Council Member Blair Brown
100 Council Member Robert Jensen
101 Council Member Scott Monsen
102 Council Member Shupe
103 City Manager Tom Hanson
104 Finance Director Shari' Garrett
105 Public Works Director Steve Harris
106 Lt. Jason Talbot, Weber County Sheriff's Office
107 City Recorder Amy Rodriguez
108 Recreation Director Aaron Solomon

109

110 **Others Present**

111 Charles Allen, Ruthie Stone, Brent Lund, Midge Lund, Bill Ashdown, Melvin Babcock, Karen Disney,
112 Janie Huston, Travis Thyfault, Bell Kraaima, Ulis Gardiner, Randy HYTE

113

114 **1. WORK SESSION: FY 2015 AMENDED BUDGET, FY 2016 TENTATIVE BUDGET**

115 **AND FY 2017-2020 BUDGET PLAN**

5:00 p.m.

116 Topics to include, but not limited to: Outstanding budget issues/budget wrap-up

117

118 **2. ROLL CALL**

6:00 p.m.

119

120 **3. PLEDGE OF ALLEGIANCE**

121

122 **4. WELCOME**

123

124 **5. CONSENT ITEMS**

125

126 **5.1 APPROVAL OF AGENDA**

127 Hanson stated that there will not be a need for a closed session meeting tonight. (Item 12).

128

129 **5.2 APPROVAL OF MAY 19, 2015, MEETING MINUTES**

130 Items 5.1 and 5.2 were approved by general consent.

131

132 **6. CITIZEN COMMENTS**

133

134 Resident Blair Brown -187 E 4700 S- invited residents to run for office. He stated that he wanted to
135 speak candidly about his experience on the Council. He stated that it has been tough to be on the Council
136 and feels that his opinion is not valued. He stated that he sometimes feels that he has been put down when
137 he asks a question .He stated that he is bothered that staff recommends their own salary. Brown stated
138 that he feels that the City Manager should be able to negotiate water bills. He stated that he feels that too
139 many people in the City have been mistreated. He recommended that staff take one year off without a pay
140 increase. Brown stated that he has asked to talk about topics and has been told that it is a waste of time to
141 talk about the issue.

142

143 Former resident Brett Lund- 4725 S 200 E- stated that he and his wife have not received good service
144 from the City when he has had issues. He noted that he has raised a family in the City and the City has
145 been good to them. He stated that he did not receive responses from several members of Council on
146 issues that he had and wishes that he had Council emails. Lund stated that no one has ever come to his
147 house to ask how he feels about issues in the City except for when they run for office.

148

149 Former resident Midge Lund- 4725 S 200 E- stated that the painting on the street in front of Bonneville
150 High School was hard on her and the City was not present to oversee the painting. She stated that she was
151 unhappy with the way utilities are handled. She stated that she was unsuccessful in setting up bill pay
152 when she was out of town for a year. She stated that she has not brought her concerns to Council because
153 she has been ignored before.

154
155 Resident Janie Houston- 5150 S 600 W- stated that she is always seeing increases in utility bills but sees
156 brand new vehicles all over the city. She stated that she would like to see more transparency. She noted
157 that her garbage is not picked up at least once a month.

158
159 Resident Ruth Stone stated that her late husband served on the Planning Commission for 30 years. She
160 stated that everyone needs to get on the same page and work together and she expects her City to take
161 care of her and she will find someone to listen to her.

162
163 Melvin Babcock- 4725 S 200 E- stated that he paid the service connection fee for utilities for his new
164 home as well as his brother in law Blair Brown and feels that it is wrong. He also stated that he hopes to
165 be a part of the City.

166
167 Ulis Gardiner- 4608 S 450 W- Stated that a former city council member told him that he would get calls
168 from other council members as to how others are voting so that it would look unanimous. Gardiner stated
169 that he would like to know how many pay raises everyone has received in the City within the last 7 years.
170 He stated that when he has asked for changes in the city, many times not changes have been made. He
171 noted that he feels that his end of the city is treated differently than the top end.

172
173 Resident Travis Thyfault- 326 E 4800 S- stated that he has read over the minutes from the Council
174 meeting that discussed falconry and feels that there is confusion over what was decided at Planning
175 Commission and would like to have the item back on the agenda. He stated that a major issue was
176 brought up about the number of birds allowed by the state. He stated that Planning Commission stated
177 that there can be one mew and one feeding pen, and this would only allow for a lesser number birds. He
178 stated that another issue was that the backyards are too small and he stated space is not an issue for a bird
179 and his mew fits into his yard. Thyfault stated that the ordinance will not allow for extra birds to feed
180 the falcons and should not be an issue. He stated that there is not a threat from birds. Thyfault stated that
181 the state monitors falcons and falconry. He is asking that the Council to reconsider the ordinance.

182

183

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

186 Mayor Allen thanked the residents for their comments.

187

188 Hanson stated that the goal of Council and staff is to serve the residents of the City. He stated that he
189 feels that the comments shared tonight suggest to him that the City may be missing a point in regards to
190 customer service and stated that the City will strive to do better with customer service. He noted that
191 there will be a training next week on customer service.

192 Hanson stated that utility services are in accordance with city ordinance. He stated that the item was
193 discussed in work session and will be reviewed.

194

195 Hanson stated that Council emails and phone numbers are listed on the website. He stated that any
196 resident can call and receive any information that they need. Council Member Brown suggested that
197 residents with problems be called by City Staff.

198 Hanson stated that if garbage cans are missed, he can call the service provider. He stated that the needs of
199 the City are balanced with the ability to pay.

200

201 Mayor Allen asked Thyfault to write up any discrepancies on the information Council was provided.

202 Mayor Allen stated that he has never encouraged a unanimous vote and it is not in Council training to do
203 so.

204

205 Mayor Allen addressed the fee increases, explaining that many of the fees are pass along fees (water
206 sewer, garbage).

207 Mayor Allen stated that the fleet replacement policy is new but it has been proven to be cheaper to sell
208 and replace vehicles this way.

209 Mayor Allen stated that everyone works hard to keep fees as low as possible, stating that the costs are
210 looked at every year.

211

212 Mayor Allen addressed several comments made by Council Member Brown that disturbed him. He stated
213 that mistakes are sometimes made but there is never intent to mistreat residents. He stated that staff does
214 not set their salary and salary is set by the Council. He noted that rules and standards must be set and
215 does not feel that one person should have the power to negotiate fees and water bills, stating that it is not
216 a good policy. Mayor Allen stated that if the process needs to be looked at again, it can be. Mayor Allen
217 stated that you run a city professionally and not politically. He stated that staff works for Council and the
218 Council works for the residents. Mayor Allen noted that the street painting was difficult to deal with,
219 stating that it was a tradition that became out of hand. He stated that policy was created at that time and it
220 has not been done since.

221

222 Council Member Monsen stated that there are a few issues and agrees that the City can look at the way
223 utility accounts are transferred. He stated that he is mindful that some people are not computer literate
224 and suggests putting the contact information of Council in every newsletter.

225

226 **8. NEW BUSINESS**

227

228 **8.1 PRESENTATION: FY 2015 AMENDED BUDGET, FY 2016 TENTATIVE BUDGET** 229 **AND FY 2017-2020 BUDGET PLAN**

230 Garrett stated that the work session focused on outstanding budget items. She stated that the budget is
231 available online, or residents may visit City Hall to receive the information that is needed. She
232 summarized what the major budget changes are for the current budget.

233 She stated that sales tax revenues are coming in stronger than expected. She stated that the City was
234 successful in receiving RAMP Tax for a few projects

235 She stated franchise taxes are expected to be reduced this year which will affect this years' budget by
236 \$30,000. Garrett stated that the City will be seeing an additional \$76,000 in the general fund revenue
237 resources that is expected to be able to be transferred over to the capital projects fund.

238 Garrett stated that consumption usage for water and sewer are lower than expected for the current year.

239 The City is approaching this as a possible one-time occurrence. Garrett stated that many factors play into
240 water consumption patterns including new water meter replacements and measures for water
241 conservation.

242 She stated that there is new guidance as to how to report RDA tax funds.

243 She stated that changes to the budget plan include the value in the RDA that has been captured at
244 \$117,000 in tax growth and has proved to be an advantage for the tax base.

245

246

247 **8.2 PRESENTATION: ANIMAL CONTROL SERVICES UPDATE**

248 South Ogden Animal Control representative Karen Disney presented the update to Council. She stated
249 that they handle about 26 calls a month, noting that stray animals are the biggest complaint that they
250 receive. She stated that larger cases, such as animal hoarding, take up a lot of time. She stated that
251 another long process to resolve through the court was the resident with a goat service animal. She stated
252 that the vaccination program was well attended by residents. She stated that their focus is to work on the
253 licensing issues. Council Member Monsen stated that he called the County dispatch concerning a family
254 of stray cats in his yard and was told that they would not help him with cats. Disney stated that a resident
255 can borrow a trap from them and trap the cats themselves. She stated that they do not go on private
256 property to trap cats. Disney stated that the County can accept the animal into their adoption program.
257 Disney stated that the dispatch number should always be called for police, fire, and animal control, even
258 if it is after hours. Mayor Allen stated that he has received calls from people who say that there are dogs
259 off leash on school property. Disney stated that there is not an off leash law in the City. Disney stated that
260 the website “alley cat allies” has many ideas to deter stray cats.
261 Council Member Johnston stated that she appreciates that work that is being done.
262 Council Member Shupe stated that he is glad to hear that the parks are patrolled.
263

264 **8.3 DESCRIPTION/MOTION: APPROVAL OF QUIT CLAIM DEED FOR A**
265 **PERPETUAL RIGHT OF WAY FOR ALL PURPOSES OF A COUNTY ROAD**

266 Hanson stated that it was determined through the county that the Adams Avenue Road had not been
267 recorded as deeded to the City. It had been assumed by all parties involved that it had. He stated that the
268 deed will establish legal ownership of the property.
269

270 **Motion by Council Member Jensen**
271 **Seconded by Council Member Monsen**
272 **To approve the quit claim deed for a perpetual**
273 **Right of way for all purposes of a county road**
274 **Approved unanimously (5-0)**
275

276 **8.4 MOTION/RESOLUTION 15-08: RESOLUTION SUPPORTING THE HB 362 (2015)**
277 **AUTHORIZED 0.25% LOCAL OPTION GENERAL SALES TAX DEDICATED TO**
278 **TRANSPORTATION, ENCOURAGING THE COUNTY OF WEBER TO SUBMIT**
279 **THE PROPOSAL TO VOTERS IN NOVEMBER 2015, AND ENCOURAGING**
280 **VOTERS TO SUPPORT THE PROPOSAL**

281 Hanson stated that the resolution is supporting the election of the transportation sales tax to be placed on
282 the November ballot so that residents may vote on the option. Hanson stated that staff has found that even
283 with the sales tax opportunity, the City will be behind on assessed and evaluated needs. Council Member
284 Shupe asked if the Mayor has heard of any cities that are not supporting the resolution. Mayor Allen
285 stated that about half of Weber County has approved the resolution so far and all of Davis County has
286 approved it. Hanson stated that it is his understanding that if the tax takes place it is either all in or all out.
287 Mayor Allen stated that the County Commissioners would like support to put the option on the ballot.
288 Mayor Allen stated that it would be advantageous to us for transportation in our community if the voters
289 approve. Hanson stated that the resolution is encouraged by ULCT because there is such a gap to pay
290 for roads and infrastructure. Mayor Allen stated that the legislature enacted the .05 cents per gallon gas
291 tax but it letting the residents vote on the remaining tax. Council Member Shupe asked who makes the
292 decision for UTA. Hanson stated that it is set up legislatively. Mayor Allen stated that .01 goes to cities,
293 .01 goes to transit and .05 goes to county and UTA will decide how to spend it within Weber County. The
294 Mayor stated that it is his understanding that the funds are to improve service and not buildings.
295 Council Member Monsen stated that he is in favor of letting people decide but is not in favor of the

296 option. Mayor Allen stated that the resolution is to support putting the option on the ballot. Hanson stated
297 that the money that is spent can only be spent on infrastructure and road maintenance.
298

299 **Motion by Council Member Shupe**
300 **Seconded by Council Member Johnston**
301 **To approve Resolution 15-08**
302 **Approved unanimously (5-0)**
303 **Roll Call Vote**
304

305 **9. COUNCIL COMMUNICATION WITH STAFF**
306

- 307 * Council Member Brown encouraged everyone to attend Terrace Days
- 308 * Council Member Monsen stated that he would like to review the Dewitt Property letter in
309 Future work sessions or meetings.
- 310 * Mayor Allen stated that Terrace Days is next week and the Movie in the park will be held
311 on the Friday night before Terrace Days.

312
313 **10. ADMINISTRATION REPORTS**

314 Hanson stated that the nominations for Grand Marshall have either been Grand Marshall in the past, or
315 are unable to participate. Council Member Johnston suggested Keith and Lois Richins as possible Grand
316 Marshalls. Council agreed that they are a good choice. They will be contacted.

317 Solomon stated that a new vendor has asked to be at Terrace Days this year. The Vendor is “knocker
318 balls” in which people are in plastic bubbles. Hanson stated that he has been evaluating the risk factor for
319 potential problems. Council decided that the risk would not be worth it and decided not to have them
320 participate in Terrace Days this year.

321
322 Solomon suggested that Council can ride in the new fire truck. Council Member Brown stated that he is
323 not opposed to doing it this year, but likes the more personal approach of the golf carts. Mayor Allen
324 stated that the fire department should take the glory in the new fire truck. Hanson stated that he will see if
325 he can get the golf carts this year.

326 Council Member Johnston volunteered to sell beverages at the Coke trailer. They Mayor said he could
327 help out as well.

328
329 **11. UPCOMING EVENTS**

- 330 June 12-13th: TERRACE DAYS
- 331 June 16th: City Council Meeting 6:00 p.m.
- 332 June 25th: Planning Commission Meeting 6:00 p.m.
- 333 July 3rd: City Hall Closed for Independence Day
- 334 July 7th: City Council Meeting 6:00 p.m.

335
336 **12 MOTION TO ADJOURN INTO CLOSED SESSION**

337 Item has been deleted. Please see item 5.1
338

339
340 **13. ADJOURN THE MEETING: MAYOR ALLEN**

341 Mayor Allen adjourned the meeting at 7:56 p.m.
342

343 _____
344 Date Approved City Recorder