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3 **City of Washington Terrace**
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5 Minutes of a Regular City Council meeting
6 Held on June 7, 2016
7 City Hall, 5249 South 400 East, Washington Terrace City,
8 County of Weber, State of Utah
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11 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT AT WORK SESSION**

12 Mayor Mark C. Allen
13 Council Member Scott Monsen - excused
14 Council Member Blair Brown
15 Council Member Robert Jensen
16 Council Member Scott Barker
17 Council Member Val Shupe
18 Public Works Director Steve Harris
19 Finance Director Shari' Garrett
20 City Manager Tom Hanson
21 City Recorder Amy Rodriguez
22

23 **Others Present**

24 None
25

26 **1. WORK SESSION 5:00 p.m.**
27 **PRESENTATION: PUBLIC WORKS FACILITY PLANNING**
28

29 Hanson stated that the open house for the Public Works shop turned out nicely. The next tour/open house
30 will be held on June 14th. He stated that the tour illustrates the need for the new shops. Hanson stated
31 that the city is considering using the framework from the metal building and moving it to the new
32 location, which will save a considerable amount of money once it is re-skinned. Hanson stated that the
33 structure would not have doors and would be used for storage.
34

35 Harris stated that staff was directed by Council to continue on with the Public Works Facility Planning in
36 March. He stated that 4.71 acres will be purchased for the new facility. He stated that he and key staff
37 members have compiled a list as to what is needed and where it would be stored. He stated that
38 everything in the plan is needed and will be used at some point. He stated that he and staff looked
39 towards future usages as well and that the building will serve for many years. Harris stated that the
40 conference room will be used for training, construction meetings, and may possibly be used as a
41 secondary EOC during emergencies. Harris presented the schedule of the project to Council, noting that
42 the land deal has been made, and engineering and financing options are being reviewed. Harris stated that
43 he would like the project designed and bid this year, construct next year, and move in by October 2017.
44 He stated that the plans will be designed with different options in mind so that the city can stay within
45 budget and have a project that can be added to in the future if possible. Hanson stated that it will be easier
46 to stay within the 5 million dollar budget if the project is pieced out.
47 Hanson stated that the area will be asphalt.
48

49 Harris explained the layout of the buildings, storage, equipment, and other amenities. Harris explained

50 that some of the equipment (water tank trailer, street sweeper, and other equipment that contains water)
51 will need to stay in a heated environment as to not freeze. Harris stated that there is not water storage;
52 however the line will come through the 5700 South corridor, which is in keeping with the new
53 development that is being established. Harris stated that there will be an eight foot fence along the
54 houses. Harris stated that there will be a retention and detention pond on site.

55
56 Harris stated that he and staff visited 10 other Public Works facilities. He stated that he listened to the
57 advice as to what works, what doesn't, and what they wish they had done differently as he compiled a
58 "shopping list" for the facility. He stated that Jones and Associates helped project the costs on the items.
59 Council Member Brown asked if there has been consideration for a basement for more offices or storage.
60 Harris stated that a geo-tech report has not been completed. Hanson stated that a basement poses
61 challenges to move items in and out. He stated that it is easier to have a crane to pull out items off of a
62 mezzanine. Hanson stated that concrete support under the equipment would be hard to support.
63 Harris stated that they would like several mono cranes that would be able to move loads throughout the
64 building. Council Member Brown noted that lighting could be expensive over the long hall. Harris
65 agreed, but noted that the design plan is not completed as of yet. Hanson stated that he would like quality
66 natural light coming in the sides. Mayor Allen stated that the plans have room for many office spaces.
67 Harris stated that if the city grows, it could have an increase of 3000 people, which is a quarter more than
68 what we have now. Harris stated that positions may be added in the future as buildout increases. Harris
69 stated that manpower is below the recommended average per 1000 people.

70
71 Harris stated that metal structures have a lot of possibilities. Harris stated that staff has taken this project
72 very seriously and has reviewed it with the engineers many times. He stated that they have spoken many
73 times with other cities to try to put in things that will work for the city now, and have forethought to what
74 will be needed 30-40 years out. Mayor Allen stated that the key is that the Public Works crew knows
75 exactly what is needed to get their job done. Council Member Shupe stated that his philosophy is to do it
76 right the first time and not make any cuts. He stated that when that happens, the city may have to go
77 through remodeling and adding of features. Council Member Shupe stated that there are companies that
78 have done many city buildings and know what works and what doesn't.

79
80 Council Member Brown asked what has been done to convince the public to buy in on the Project. He
81 wants suggestions as to what we need to do to educate the public. Hanson stated that the newspaper
82 article was very informative and is linked on our Facebook page. He stated that there has been a
83 newsletter article as well. Hanson stated that more open houses will be held. He stated that he has not
84 received any negative comments from residents who have reviewed the articles. He stated that there have
85 not been any arguments against the need for the facility. Harris stated that we do not know when an
86 earthquake can hit, but we do know that if we had one today, we would not be in good shape. He also
87 stated that the cost of money is good right now and construction costs will rise. Garrett stated that the
88 bonds will be at a fixed rate with an escalating factor in the open market. Garrett noted that the cost of
89 borrowing is at a great rate right now.

90
91 Council Member Brown asked if it is a good time to take out the bonds while our water consumption is
92 low. Garrett stated that sewer is tight, but there is still capacity to pay off debts. Hanson stated that
93 monies have been taken out of capital and put into debt payments, stating that the Public Works Facility
94 is a high ranking critical project. Hanson stated that this shop is based on current rates.
95 Council Member Jensen stated that we need the new shop to handle what is going to be happening in the
96 City over the next few years. Council Member Brown asked that the residents have more time to speak
97 throughout the meeting. Council Member Shupe stated that citizens have their time and it may cause
98 disruption if they can speak up throughout the meeting. The Mayor agreed, stating the he feels that the

99 comment section should be kept as is.

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

103 Mayor Mark C. Allen
104 Council Member Scott Monsen
105 Council Member Blair Brown
106 Council Member Robert Jensen
107 Council Member Scott Barker
108 Council Member Val Shupe
109 Public Works Director Steve Harris
110 Finance Director Shari' Garrett
111 City Manager Tom Hanson
112 City Recorder Amy Rodriguez

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114 **Others Present**

115 Richard Hessheimer, Raven Hessheimer, Vicky Frost, Kathleen Brewer, Cheri Wilkins, Trista Keller,
116 Ulis Gardiner, Charles Allen, Reba Allen,

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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 **5.2 APPROVAL OF MAY 17, 2016, MINUTES**

128 Items 5.1 and 5.2 approved by general consent.

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130 6. **CITIZEN COMMENTS**

131

132 Resident Cheri Wilkins- 338 E 4775 S- stated that she agrees that the City needs the new Public Works
133 building, however she does not agree with the 7 million dollar budget and that the residents will be
134 paying for the building for 25 years. She stated that she would like the issue to go to a vote. She also
135 stated that she would like the money for the building to be split up and go towards kid's recreation.

136

137 Resident Kathleen Brewer -350 E 4800- asked that a survey of the residents be done before any of this is
138 considered. She stated that she has heard that there has been other buildings built in the area without the
139 knowledge of the citizens.

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141 Resident Cal McCrary-4745 South 100 East- stated that he is opposed to the 7 million dollar budget for
142 the new facility. He stated that he would like to remind the Council that the citizens voted down the bond
143 proposal during the last bond election for the city hall buildings. He stated that during a series of back
144 door deals, the building was built anyway. He stated that the Council was elected to represent everyone in
145 the city and not just the city. He stated that he believes that the building is going to be paid by utility
146 rates. He stated that water revenues are dropping and the city is proposing to tack another 7 million
147 dollars on a 25 year bond without consent of the citizens.

148
149 Resident Richard Hessheimer -4730 S 100 E- stated that he wanted to know the bottom line amount that
150 it will cost the citizens per month and per year.
151
152 Resident Vicky Frost- 49 E 4775 S- stated that she is on a fixed income and higher taxes will hurt her.
153 She stated that she remembers the bond issue was voted down by the citizens and still the new building
154 was constructed. She asked Council to think of the senior citizens.
155
156 Resident Ullis Gardiner- 4608 S 450 W- stated that he agrees that we need a new building. He would like
157 to know if any money has been put away towards the project. He stated that he feels that the Council
158 already has their minds made up and the residents comments do not matter. He wants to know the cost
159 per month and can the city pay the land off before they build the building in a few years. He also noted
160 that the sheriff department sent 3 officers to give his neighbor an eviction notice.
161
162 Resident Garry Klema- 429 W 4625 S- stated that he disagrees in putting in the new building. He
163 suggested building the building in the parks where the lacrosse field is or in the vacant land next to the
164 current shed, stating that it is too much money to be putting out at this time. He stated that he would like
165 information on raises for city employees. He stated that he wants more information to be given out to the
166 community and more facts given out in the meetings. He also stated that he opposes single family homes
167 being turned into rentals.
168
169 Raven Hessheimer -4730 S 100 E- stated that she would like to know what the reserve is before the city
170 starts buying buildings and raising water. She stated that there are other things in the city that need to be
171 accomplished and residents cannot spend what they don't have. She wants to know why there are no
172 reserves.

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

177 Mayor Allen stated that there was an open house at the current dilapidated Public Works building last
178 week and only 3 or 4 residents attended. He stated that the item has been addressed in the newsletter and
179 the Standard- Examiner newspaper. He stated that staff has made residents aware of the issue and take in
180 the suggestions of the residents. He stated that the numbers that Mr. Klema and Mr. Gardiner were asking
181 for were given at the open house. He stated that another open house will be given on June 14th.

182
183 Hansen stated that the public works project is budgeted for \$5 million dollars which includes the
184 purchase of the land and the construction, however, after 25 years when the bond is paid off, the
185 accumulated total may be around \$7 million.
186 Addressing the comment of locating the building by the lacrosse field or vacant property, he stated that
187 Geo technical work was done on the properties in that area and it was found that they are located on fill
188 dirt and had voids and open air inside the dirt which will not support a public works facility. He stated
189 that the land is on the US geological sensitive land environment survey. He stated that the city is
190 compelled to move it off of the bluff to a more stable area, noting that there have been landslides in the
191 area.

192
193 Hanson stated that the 25 year time line payment on the bond is spread out into the future so that
194 residents are not burdened with the payment of the shop all at one time. He explained that the philosophy
195 of bonding is that the bond is paid for by people who use it, meaning that the future pays for future use.
196 Hanson stated that taxes are not going to be raised. He stated that the city will use current capacity in

197 our capital fund to pay for the debt. Hanson stressed that the only rate increase will be for operations as
198 it is every year, and not for the debt.

199
200 Council Member Brown stated that he is ashamed and hurt when residents come and tell the Council that
201 they don't listen. He stated that the issue is that there are not enough residents who come to the
202 meetings. He stated that he supports a survey with citizen inputs and apologizes if residents feel like they
203 are not listened to. He stated that he feels that the city needs to do more to get the input from the
204 residents. He stated that he feels that he is the only one who feels that this issue should be put on hold
205 and taken to a vote of the residents. Council Member Brown stated that he feels like the city should buy
206 the land, pay it off, and then buy the shop. He stated that he feels that the Council should not rush into the
207 project. He stated that he does agree that the shop is needed; however he is not convinced that the city
208 needs to spend that much money.

209 Council Member Brown stated that there is a restroom and bowery going up for the children in Victory
210 Park. He stated that the Council needs to involve the citizens more.

211
212 Mayor Allen stated that he would love to send out a survey to residents who would come to meetings to
213 know all the facts and have taken enough time to learn the importance of a new Public Works Facility.
214 He stated that he is offended by the statements that Council is rushing into the project, noting that the
215 Council has been working on this for over 2 years. He stressed that Council and staff have not rushed
216 into the project. Mayor Allen stated that borrowing money is the cheapest it has been in history. He stated
217 that building costs and materials are at a good rate and are never going down. Mayor Allen stated that he
218 would love for everyone to have all the information. He stated that if a survey is sent out without people
219 knowing the facts, everyone would say they don't want to spend money. Mayor Allen stated that
220 residents need to know how important a public works facility is because if we have an earthquake or
221 disaster, the sheriff department or fire department will not be able to get around the city if the public
222 works crew has not been able to do their job.

223
224 Mayor Allen stated that the city can develop ball fields at the unstable area discussed and the city is
225 trying to get grants to pay for that expansion. Mayor Allen stated that the city has a very smart staff that
226 is applying for grant money and has received a great amount of funds for the park projects. The Mayor
227 stated that there are a lot of new athletic programs and more and more children sign up for the programs
228 each year. He stated that citizens should let staff and Council know what the needs of children are if they
229 are not satisfied with the current programs and what other activities the children would like to be
230 involved in. Mayor Allen stated that he would like to educate everyone on the building and advises that
231 they should come to the public works open house because all the numbers and concerns will be
232 addressed.

233
234 Mr. McCrary asked why not educate all the citizens and put it to a vote, stating that Council represents
235 the citizens and they should vote on the subject. Mayor Allen stated that the city has put in efforts to
236 educate the residents, noting that there have been 2 articles in the newsletter and the Standard Examiner
237 also did a fantastic job explaining the costs, scenarios, and why it made sense. He stated that anyone
238 who read the articles should have a pretty good idea as to what was going on. Mayor stated that it is not
239 effective government for all decisions to go through the citizens for a vote, stating that that is why
240 residents elect representatives to study the information and issues to represent the citizen's best interest.
241 Mayor Allen stated that Council has studied the information for months on behalf of the residents and the
242 Council is in agreement that the facility is needed.

243
244 Council Member Monsen stated that he is irritated to be accused of not representing the best interest of
245 the citizens. He stated that he is irritated that Council is accused of not being affected by the decisions

246 that they make. He stated that he is a citizen as well and sees a need for this project.
247 He asked what type of response would Council get if there was an emergency and the city could not
248 respond because all the equipment is under rubble. Council Member Monsen stated that he is sick of
249 being accused of ramming things down people's throat, noting that nothing is hidden and with a little bit
250 of effort, everyone can locate the information. He stated that Council has determined that this project is
251 needed. He stated that no taxes will be raised for this project. The only increase to the utility bill will be
252 for operational increases, as it has been for 50 years. He stated that the operational increases are not what
253 is paying for the building. Council Member Monsen stated that he is tired of hearing that Council has no
254 interest in what citizens are saying, stating that Council are citizens themselves who are affected by every
255 decision they make.

256
257 Council Member Shupe stated that every single Council Member voted to move this project forward, not
258 just four. Council Member Shupe addressed the comment about locating the facility in the parks, stating
259 that people would be upset that the parks are being taken away. He stated that the people of the City
260 elected Council to represent them, be factual and understand what is going on, and make the best
261 decision. He stated that the decisions made affects everyone sitting on the bench. Council Member Shupe
262 stated that the city is a service oriented organization that does not make money, and that everyone in the
263 city has an obligation to take care of the employees who service the residents. He stated that they have an
264 obligation to provide the facilities needed for them to service us as a public and to do it properly and an
265 obligation to do it in a manner that saves the money for the citizens but there are times when it is time to
266 step up and take care of business. He stated that it is time to be a city, and if we are not going to be a city,
267 then we should annex into Weber County and be done with it.

268
269 Mayor Allen thanked the audience for their comments and concerns, stating that Council are taxpayers
270 also and always tries to do what is best.

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272 **8. NEW BUSINESS**

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274 **8.1 PRESENTATION: FY 2016 AMENDED BUDGET, FY 2017 TENTATIVE BUDGET,**
275 **AND FY 2018-2021 BUDGET PLAN**

276 Garrett stated that she has not been given any direction to change what has been presented in the tentative
277 budget. The final budget figures and certified tax rate will be brought back at the next meeting with a
278 resolution. She stated that the certified tax rate is set by the county auditor. The resolution will also
279 approve the rate and fee schedule. Garrett stated that staff may have to come back to do an amendment to
280 the current budget.

281 Garrett stated that the comprehensive budget is available on the city website.

282 Mayor Allen stated that the budget is required to be approved in June. He stated that Council has been
283 working on the budget for months and staff has been working on the budget longer than that. He stated
284 that the city is legally bound to have a balanced budget and is proud to say that we have one. He
285 appreciates that work that staff has done to present a balanced budget.

286
287 **8.2 DISCUSSION/MOTION: TO AUTHORIZE STAFF TO PROCEED WITH**
288 **PUBLIC WORKS FACILITY PLAN**

289 Hanson stated that the Plan was covered in the work session. Council Member Jensen stated that he has
290 been part of this process and appreciates staffs research in developing the plan for this much needed
291 facility. Council Member Monsen requested a roll call vote be taken. Council Member Brown wanted
292 clarification on exactly what is being voted on.

293 Hanson clarified that the vote entails the entire plan and process which includes , developing, buying
294 property, design and engineering, retaining financial advisors, and construction as describes historical as
295 the Shop Plan.

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**Motion by Council Member Jensen
Seconded by Council Member Barker
To authorize staff to proceed with the
Public Works Facility Plan**

Approved 4-1

Roll Call Vote:

Council Member Barker- Aye

Council Member Monsen- Aye

**Council Member Brown- Nay with the comments that he thinks that the city should
Buy the ground, the city should have a survey, the citizens should get involved in how much they
want to spend, and would like to put it on hold and just buy the property to get out of debt a little
more.**

Council Member Jensen- Aye

Council Member Shupe- Aye

8.3 MOTION: APPROVAL OF MUNICIPAL FINANCIAL ADVISOR PROPOSAL

Garrett stated moving forward to the financing of the project is to employ outside specialists to walk us through the process to complete the financial transaction. She stated that the advisors provide services such as financial advising and assistance, coordination of bonds, financing techniques, options and structuring options tailored to what the market is doing.

They help with credit rating and investment market strategies, preparing documents, and help with the closing of bond to be issued.

Garrett stated that there are a lot of different advisors outside of staff that the city will be using during this process, and wanted Council to know that staff will be coming back to them for approvals during the process.

Garrett explained the process used to determine who would be the best advisors. She stated that there was a committee of herself, Hanson, and the city manager of West Point City. She stated that the committee received written and oral presentations so that they could get a good flavor of what the firms value to the city could be. She stated that the committee went through a rating and ranking process. Garrett stated that Zions Public Finance came back as the strongest firm.

Garrett stated that staff is asking Council to allow the city to go under contract with an advisor. She stated that during the process, there will be more public hearings, and that the advisor will come back with a bonds parameter that allows Council to set the parameters for which the city could go out to bonds. Garrett noted that if bonds are not sold, they advisors are not paid.

Council Member Barker stated that he noticed that the fee was less for another firm. Garrett stated that fees were one criterion for ranking but not all of the considerations. She stated that fees are not always the driving force for financial services.

**Motion by Council Member Shupe
Seconded by Council Member Jensen
to approve
The proposal from Zion's Public Finance
As the Municipal Financial Advisor**

Approved (4-1)

Council Member Monsen-Aye

Council Member Brown- Nay

Council Member Jensen- Aye

Council Member Shupe – Aye
Council Member Barker- Aye

8.4 MOTION/PROCLAMATION 16-02: LOCAL FIRST INDEPENDENT’S WEEK

Mayor Allen read the proclamation proposing July 1-7, 2016 as “Local First Independent’s” Week. The proclamation recognizes local independently owned businesses in the community.

**Motion by Council Member Brown
Seconded by Council Member Jensen
To approve the Local First Independent’s Week Proclamation
Approved unanimously (5-0)**

**8.5 MOTION/RESOLUTION 16-08: SECOND DISTRICT JUVENILE COURT
GRAFFITI REMOVAL SERVICES**

Hanson stated that the resolution enters into a year contract for graffiti removal services with the Second District Juvenile Court. Hanson stated that the City no longer pays a lump sum for services. The City is invoiced and pays for services as needed. Council Member Monsen asked if we could make it a longer contract. Hanson stated that the County would like to keep it on a yearly basis due to the nature of the program.

**Motion by Council Member Monsen
Seconded by Council Member Shupe
To approve resolution 16-08 for
Second District Juvenile Court Graffiti Removal Services
Approved unanimously (5-0)**

9. COUNCIL COMMUNICATION WITH STAFF

- * Council Member Monsen asked what type of options we have to move the Victory Park Project. He also requested that Monroe keep a good eye on the quality of the Project.
- * Council Member Brown invited everyone to come out for Terrace Days.
- * Mayor Allen stated that the direction arrows and parking striping has been completed at Rohmer Park.

10. ADMINISTRATION REPORTS

- * Hanson stated that staff has been meeting with the general contract on the project. He stated that the close date is approaching fast and will be working on the roof of the bowery this week. He stated that staff is pushing for the completion of the project.
- * Hanson stated that firework restrictions are coming into play soon. He stated that staff will get the word out to residents to call dispatch for illegal fireworks events.
- * Hanson stated that the City has a AA bond rating and capacity.
- * Hanson stated that the movie in the park will be Zootopia this Friday evening.
- * Hanson stated that the Weber County inmates will be available to work set up and clean up for Terrace Days. Thanked Lt. Talbot for taking the lead on getting the City the help that it needs.

11. UPCOMING EVENTS

12. ADJOURN THE MEETING: MAYOR ALLEN

Mayor Allen adjourned the meeting at 7:18 p.m.

Date Approved

City Recorder