

City of Washington Terrace

Minutes of a Regular City Council meeting

Held on August 4, 2015

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

County of Weber, State of

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT AT WORK SESSION

Mayor Mark C. Allen

Council Member Mary Johnston

Council Member Blair Brown

Council Member Robert Jensen- Excused

Council Member Scott Monsen

Council Member Shupe

City Manager Tom Hanson

Finance Director Shari' Garrett

City Recorder Amy Rodriguez

Others Present

Jonathan Ward

1. WORK SESSION 5:00 p.m.

GO Bond Refinancing

Hanson explained that there is a good opportunity for refinancing of the 2005 Series GO Bond. He stated that he would like input from Council as to move forward quickly or wait until October and take a chance on interest rates. Ward stated that the outstanding amounts on current City debt are fairly small. He stated that the GO bonds are set to expire in 2020. Ward stated that Zions is looking at one buyer to buy all of the bonds, as opposed to portioning off sections to multiple buyers. Ward stated that the money coming in can be redirected in 2020 for other projects with minimal impact to the resident. He stated that the strategy is to keep giving the residents savings. He stated that the net present value saved would be around \$67,792.91. Ward stated that the federal government will be looking at changing interests rates in September, or possibly December. He stated that it is unsure if the savings will get any higher than the \$67,000. Mayor Allen stated that we have refinanced bonds before. Hanson stated that there is a 30 day window that would need to be advertised before the refinancing could occur. Ward stated that the rates could be locked in for around 30 days, with the closing happening after that. Hanson stated that there would not be any increases to the residents. The transaction fee for the cost of issuance is estimated at around \$20,000. Council Member Brown stated that he feels that it is a great deal that Council should take at this time. Mayor Allen agreed, as did Council Members Johnston and Monsen.

Encroachment on public property

Hanson stated that staff was the understanding that the resident could leave her garden by Rohmer through the end of the growing season, and then remove any permanent structures. Mayor Allen reminded Council that it is a sensitive land area and he is concerned that if residents are growing vegetation and tilling, the slope could give way and could cause a problem. Council Member Brown stated that he feels the structure needs to be removed. He stated that he agrees with Council Member Monsen to allow people to use the land for gardens. Council Member Monsen stated that the City could develop an approval process for those residents to use the land. Council Member Johnston stated that the city land is city land and it needs to be maintained and protected. She stated that if the City allows

50 one person to plant gardens, they must be fair in allowing everyone to use the land and asked where it
51 ends. Council Member Shupe agreed that if one person starts something, it is opening a can of worms. He
52 stated that if an ordinance is created, the City will have to monitor and enforce and staff is already
53 stretched thin enforcing ordinances. Hanson stated that the vegetation left on the hill is left as protection
54 of the hill. Council Member Shupe agreed that there is no risk on the resident's part. If an accident
55 occurred, the City would be liable. Council Member Johnston stated that City property needs to remain
56 City property. It was discovered during the discussion that there possibly may be chickens on the
57 property. Council Member Johnston stated that a similar incident has occurred in South Ogden. Hanson
58 stated that staff has advised the resident that she will need to remove the structure and vegetation after the
59 growing season.
60

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

62 Mayor Mark C. Allen
63 Council Member Mary Johnston
64 Council Member Blair Brown
65 Council Member Robert Jensen- Excused
66 Council Member Scott Monsen
67 Council Member Shupe
68 City Manager Tom Hanson
69 Treasurer Laura Gamon
70 Recreation Director Aaron Solomon
71 Fire Chief Kasey Bush
72 City Recorder Amy Rodriguez
73

74 **Others Present**

75 Charles and Reba Allen, Jason Watterson, Scott Barker, Robyn Christensen
76
77

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

80 **3. PLEDGE OF ALLEGIANCE**

82 **4. WELCOME**

84 **5. CONSENT ITEMS**

86 **5.1 APPROVAL OF AGENDA**

87 **5.2 APPROVAL OF JULY 21, 2015, MEETING MINUTES**

88 Items 5.1 and 5.2 were approved by general consent.
89

90 **6. CITIZEN COMMENTS**

92 There were no citizen comments.
93

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

96 Due to lack of citizen comments in item 6, item 7 is unnecessary.
97

98 **8. NEW BUSINESS**

100 **8.1 PRESENTATION: UTAH LOCAL GOVERNMENT TRUST PRESENTATION OF**
101 **THE TRUST ACCOUNTABILITY PROGRAM AWARD**

102 Jason Watterson, the lost prevention manager from Utah Local Governments Trust, presented the Trust
103 Accountability Program Award to the City. He stated that less than 10 percent Trust membership receive
104 the award. He stated that the City has a great Sewer Management Program, as well as a Vehicle
105 Management Program. Watterson stated that the keystone of the Program is the safety committee
106 established by staff to look for risks and take action on those items. Hanson stated that Gamon takes an
107 active role in the details of the programs and processing of the grants associated with the Program.
108 Hanson stated that everyone in staff participates in the safety procedures in the City with the goal of
109 sending everyone home safe at the end of the night and protecting the residents.
110

111 **8.2 DISCUSSION/MOTION: APPROVAL TO PURSUE REFINANCING OF SERIES**
112 **2005 GO BOND**

113 Hanson stated that the work session was to discuss the refinancing of the Series 2005 GO Bond. He
114 stated that the City can capitalize on a current interest rate, and save around \$67,000 a year by reissuing
115 of the bonds. He stated that staff can move forward in the process if directed. Hanson stated that staff
116 could stop the process anytime within the 30 day contest period.
117

118 **Motion by Council Member Monsen**
119 **Seconded by Council Member Shupe**
120 **To approve pursuing the**
121 **Refinancing of series 2005 GO Bond**
122 **Approved unanimously (4-0)**
123

124 **8.3 DISCUSSION/DIRECTION: CIVIC/SENIOR CENTER RENTAL OPTIONS**

125 Hanson stated that Solomon has conducted research as to how other cities handle the situation. Hanson
126 noted that there is a challenge with staff availability to man the facilities during rental activities. Solomon
127 stated that Clinton City was the closest match to our facility. He reviewed their policy but noted that
128 Washington Terrace does not have the staff to work during rentals. Solomon stated that it would need to
129 be decided as to who would pay for rental use and who would have it provided to them for free. Solomon
130 noted that the only facility being rented at this time is the bowery at Little Rohmer, however, he noted
131 this is an outside facility. Solomon noted that a discussion would need to be held as to when staff would
132 sit through an activity and when they could just open and close the building. Hanson stated that there are
133 challenges with an employee performing this type of duty because they would need to be paid an hourly
134 rate. It was suggested that a part time position could be created for an employee to check on the building
135 during the rentals. Mayor Allen suggested that a key card could be used that would only work for a
136 specific time frame. Hanson stated that the staff could look into the possibility of key cards. Council
137 Member Brown stated that he feels that there is no need to have an employee go down to the Center if the
138 City gets a credit card deposit from the renter. Council Member Shupe stated that he likes the key card
139 idea and agrees that staff does not need to present during the rental. Council Member Monsen stated that
140 he is against the key card idea because they are unreliable. He stated that there are two fire fighters in the
141 building at all times that could check the doors after the event. Council Member Monsen stated that he
142 feels the \$70.00 rental fee is excessive. He stated that he does not feel that rentals need to be offered to
143 non-residents. Council Member Johnston stated that the reason for the high fee is to cover wear and tear
144 on the building. She stated that the amount must be able to cover paint, scuffs, and other accidental wear
145 on the building. Council Member Shupe stated that he agrees with Council Member Johnston to keep the
146 \$70.00 fee for wear and tear on the building. Council Member Johnston stated that the fee also covers the
147 fee for an employee to attend the event. She stated that someone will need to be responsible for the
148 building. Hanson stated that there has been historical challenges with people renting the building and

149 putting up decorations with tape and damaging property. Hanson stated that he has seen the most
150 problems with non-residents renting facilities and would like to see it limited to residents only.
151 Council Member Shupe stated that he would like to cut down on the kitchen fee and only allow residents
152 to rent the facility. He stated he would like to see specific guidelines for decorations. Council Member
153 Johnston stated that she agrees with the fees, however, she sees a problem with someone opening and
154 closing the building. She noted that if there is damage, there may not be any proof that it was caused by
155 the rental if no one is there to do a walk through with the renter. Council Member Brown stated that
156 having a person in the building does not always stop the problem. Mayor Allen suggested that it may be
157 possible to have the cleaning people check out the building at the end of a rental. Hanson will approach
158 the subject with them. Council Member Shupe stated that it must be a City sponsored event to receive the
159 facility rental for free. Staff will take the suggestions given during the discussion and come back with
160 new guidelines.

161 162 **8.4 MOTION/ORDINANCE 15-06: AMENDMENTS TO MUNICIPAL CODE 17.56 TO** 163 **AMEND LAND USE REGULATIONS REGARDING POLITICAL SIGNS**

164 Hanson stated that the Planning Commission tabled the item due to free speech concerns. Hanson stated
165 that the Planning Commission requested to sit down with Council to speak to them on the issue.
166 Hanson stated that the city can encourage behavior as to when we would like signage posted, however, it
167 is not enforceable by state law. Council Member Monsen stated that there is a “gentleman’s agreement”
168 as to when the candidates would post signs. Council Member Shupe stated that he is not in favor of
169 meeting with the Planning Commission. He stated that he understands that it is a state ordinance. Council
170 Member Brown stated that he agrees to leave the ordinance alone and if someone wants to post earlier
171 than current ordinance, let them post it. Mayor Allen suggested to get rid of the ordinance and just have
172 the election officer speak with candidates and have them decide as a “gentleman’s agreement” as to when
173 they would post. Council Member Monsen stated that he will be putting his signs up September 22nd.

174 **Ordinance died through lack of motion.**
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176

177 **8.5 DISCUSSION/DIRECTION: FIRE SERVICE DISTRICT FEASIBILITY STUDY**

178 .Hanson stated that some neighboring cities have been talking about doing a feasibility study to enact a
179 fire service district. Hanson noted that Ogden City does not want to be involved in the district. Hanson
180 stated that the idea is losing traction, but discussions still continue among cities. Hanson asked Council if
181 they are interested in the idea. Hanson stated that the fire district intent is to reduce redundancy in fire
182 stations and equipment. He stated that the district would be managed independently from the county.
183 Hanson stated that South Ogden and Riverdale are interested, but is not clear on the other cities
184 interested. Mayor Allen stated that he is surprised that larger cities would be interested in the district.
185 Council Member Shupe suggested that everyone has to be in, with the exception of Ogden City. He stated
186 that another stipulation must be that the county cannot be involved. He stated that if run correctly, the
187 redundancy could be cut down sufficiently. Council Member Monsen asked if the savings would
188 compensate for the extra cost in manpower. Council Member Shupe stated that the feasibility study
189 would give indication if taxes and costs will increase. Council Member Shupe stated that a special taxing
190 entity would have to be created. Council Member Johnston stated that there is no need to move forward if
191 not everyone is in. She stated that her recommendation is to wait and see which other cities are going to
192 be involved.
193

194 **8.6 DISCUSSION/DIRECTION: RIVERDALE TRAIL FEASIBILITY STUDY**

195 Hanson stated that Riverdale would like to link the trail between Washington Terrace and Riverdale.
196 Riverdale would like to apply for a grant to receive funds for a feasibility study to see if it would be
197 possible. Riverdale is asking for a letter of support to apply for a feasibility study. Hanson stated that the

198 letter would not commit the city to putting in the trails. Mayor Allen stated that he feels it is a good idea
199 and trails receive many grants as well as private donors. Council Member Shupe agreed that the City
200 should get on board with the trail. Council Member Monsen stated that the city has nothing to lose at this
201 point and it is a good idea.

202 **8.7 PRESENTATION: AN UPDATE ON THE FLEET MANAGEMENT PLAN**

204 Hanson stated that Garrett created a database with records comparing old fleet with operating cost of new
205 vehicles. He stated that the old fleet plan averaged \$2147.00/yr to operate as opposed to \$593.00/yr for
206 the new vehicles in the current system. Hanson noted that the cost of the vehicle is recouped when the
207 vehicle is sold after 2 years. Hanson stated repairs and maintenance are covered under warranty. Council
208 Member Johnston noted that the vehicles are purchased at a cheaper price under state bid. She stated that
209 the cost is recouped once it is sold, with minimal loss. Council Member Brown stated that this is a limited
210 view of one roll over cycle of a limited number of vehicles. Hanson stated that he realizes there is a risk
211 in the Program, however, this is a conservative analysis and the trend will be continued to be watched.
212 Mayor Allen stated that he would like to thank Hanson on the work he has put into the Program and feels
213 that the work will pay off.

214 **8.8 DISCUSSION/ACTION: SCHEDULING OF 2015 COUNCIL RETREAT DATE**

216 Hanson stated that he would like to schedule the 2015 Council retreat for November 14th. Council
217 Member Shupe stated that he will be out of town. The retreat has been tentatively scheduled for
218 November 21st.

219 **9. COUNCIL COMMUNICATION WITH STAFF**

- 221 * Mayor Allen invited everyone to attend the county fair this weekend.
- 222 * Mayor Allen reminded everyone about the September ULCT Conference.

223 **10. ADMINISTRATION REPORTS**

226 *Hanson stated that there were a few issues with the rain storm yesterday and he is working with Public
227 Works to find out what can be done to help manage the water in problem areas.
228 Hanson noted that the water was draining perfectly on the new Adams Avenue road.
229 *Hanson stated that the Emergency Preparation Fair will be held on September 22nd at the Fire Station
230 *Hanson stated that the Police Chiefs Board meeting would like to hold the meeting at City Hall on
231 August 26th. Council agreed to let staff spend Council public relations funds on food and drinks for the
232 meeting.

233 **11. UPCOMING EVENTS**

- 235 August 18th : City Council Meeting 6:00 p.m.
- 236 August 27th: Planning Commission Meeting 6:00 p.m.
- 237 September 1st: City Council Meeting 6:00 p.m.
- 238 September 16-18th: ULCT Conference

239 **12. ADJOURN THE MEETING: MAYOR ALLEN**

241 Mayor Allen adjourned the meeting at 7:51 p.m.

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244 _____
Date Approved

City Recorder