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City of Washington Terrace

Minutes of a Regular City Council meeting
held on April 16, 2013
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

10 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT FOR WORK SESSION**

11
12 Mayor Mark C. Allen
13 Council Member Mary Johnston-Excused
14 Council Member Blair Brown- arrived at 6:51 p.m.
15 Council Member Robert Jensen- Excused
16 Council Member Scott Monsen – Excused
17 Council Member Val Shupe
18 City Manager Tom Hanson
19 City Recorder Amy Rodriguez
20 Finance Director Shari’ Garrett
21 Public Works Director Steve Harris

22
23 **Others Present**

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26 **1. CITY COUNCIL BUDGET WORK SESSION 6:00 P.M.**

27
28 Garrett presented budget priorities of the tentative budget. Garrett stated that the budget is a
29 five year outlook, noting that assumptions five years out are not as clear. Hanson stated that the
30 budget is the tool to manage and control resources to meet Council policies and priorities.
31 Hanson stated that the legislature has raised the limit for the General Fund Balance to 25 %.
32 Garrett stated that the city budget policy will be changed from 18 % to 25 %. Hanson stated
33 that there are ongoing concerns with operating and capital requirements, reserves, and unfunded
34 state and federal mandates. Garrett explained that the challenge is to keep rates as low as
35 possible while dealing with budget issues. She stated that grants have been drying up. She stated
36 that in the past several years, the city has received over 9 million dollars in grant assistance for
37 capital financing. With the grants diminishing, the city will need to look for other ways to fund
38 projects. Council Member Shupe asked if the city can lower our rates on the bond that funded the
39 Fire Station. Garrett stated that the sales tax revenue bond expires in 2024 and maxes out at
40 5.25% interest rate. She stated that the bond is private placement and she will work with the
41 city’s financial advisors as to whether we can refinance the bond. Hanson stated that unfunded
42 mandates continue to be part of the budget process.
43 Garrett stated that the refuse contract was renegotiated at a 14% discount which will be given to
44 the customer through rate reduction for refuse. Garrett stated that she is working off the
45 assumption that the possible rate increase will be under a dollar. She noted that water usage has
46 consistently been going down and the usage pattern is changing. Hanson stated that the rate

47 increase is the balance between what the city has to pay and what the city needs to charge to
48 cover costs. Garrett stated that the city strives to increase a small amount each year to sustain,
49 rather than a huge increase all at one time during one year. Hanson stated that unfunded
50 infrastructure may be handled reactively rather than proactively. Garrett stated that if the city
51 decides to be more aggressive in rate increases, the money would be collected to complete
52 projects. Hanson stated that the funds would be broken down between utilities and capital. The
53 quicker the funds are collected, the quicker the projects can be completed.
54 Hanson stated that it is unclear how the sequestration will affect Utah. He stated that there may
55 be a moderate impact on sales tax that the city receives. Council Member Shupe stated that he
56 has some issues in assuming that the city will receive the additional \$48000 in property tax
57 revenues. He stated that if the money does not come through from the county, the city will need
58 to raise the funds for the roads somewhere else, which is a huge concern to him. Garrett stated
59 that the city tax rate will be set accordingly with the tax levy by the county. Council Member
60 Shupe stated that he does not want our citizens to make up the difference in taxes if the county
61 sees a shortfall. Hanson stated that the city needs to decide soon if we are going out for truth in
62 taxation. Council Member Shupe stated that the outcomes of the county decisions are unclear.
63 Garrett stated that Washington Terrace has a weaker tax base to generate money; therefore fees
64 need to be higher. She stated that there aren't many funding options to fund roads other than
65 taxes.
66 Hanson stated that Communities that Care is a growing program that is being funded for 5 years
67 through grants.
68 Hanson stated that the RDA is an important funding source and the issue is how the city can
69 extend the RDA past its expiration in 2016.

70

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

72

73 Mayor Mark C. Allen
74 Council Member Mary Johnston- Excused
75 Council Member Blair Brown
76 Council Member Robert Jensen- arrived at 7:08 p.m.
77 Council Member Scott Monsen-Excused
78 Council Member Val Shupe
79 City Manager Tom Hanson
80 City Recorder Amy Rodriguez
81 Public Works Director Steve Harris
82 Weber County Sheriff's Office- Lt. Kevin Burns
83 Weber County Sheriff Terry Thompson

84

85 **Others Present**

86 Charles and Reba Allen, Ulis Gardiner, Dell Kraaima

87

88 **2. ROLL CALL**

7:00 P.M

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90 **3. PLEDGE OF ALLEGIANCE**

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93 **4. WELCOME**

94 Mayor Allen welcomed the audience which featured a large group of officers from the Sheriff's
95 Office who will be presenting their report to Council. Mayor Allen stated that as elected
96 officials, he and the Council have a great responsibility to keep residents safe and stated that
97 thoughts and prayers go out to the people in Boston. Mayor Allen stated that the officers have a
98 big responsibility and he appreciates the office for watching over our city and Weber County and
99 he stated that if a situation happens here, he has great faith in each and every officer to take care
100 of us. He extended his appreciation to the officers.

101
102 **5. CONSENT ITEMS**

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104 **5.1 APPROVAL OF AGENDA**

105 **5.2 APPROVAL OF APRIL 2, 2013 MEETING MINUTES**

106 Items 5.1 and 5.2 approved by general consent. Mayor Allen asked for a second approval of the
107 minutes of April 2, 2013 when the quorum was present. It was approved by general consent.

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109 **6. CITIZEN COMMENTS**

110 There were no citizen comments.

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112 **7. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN**
113 **COMMENTS**

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

115
116 **8. NEW BUSINESS**

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118 **8.1 PRESENTATION: SHERIFF'S OFFICE MONTHLY REPORT AND**
119 **PRESENTATION**

120 Lt. Burns stated that the officers in attendance are attached to the East Precinct and are all
121 associated with Washington Terrace law enforcement.

122 The officers introduced themselves and their assignments to Council. In attendance: Deputy
123 Dwayne Sorenson-patrol, Deputy Jared Green-patrol, Cpl. Brian Jacobs- patrol and search and
124 rescue, Deputy Camille Calvin-patrol, Det. Don Kelly- Investigations and Real Time Crime
125 Center , Det. Jeremy Rock- Detective for Washington Terrace, Deputy Brandon Miles- Bomb
126 Squad, SWAT, Deputy Eric Wadman-patrol, Sgt. Brion Flinders- Washington Terrace and bike
127 patrol, Deputy Brian Johannsen-patrol, Sgt. Jason Talbot-School Resource officer and
128 Washington Terrace Justice Court, Sgt. Bob Johnson- East precinct, Deputy Bodi Malan-patrol,
129 Deputy Mike Chatelain-School Resource officer, Deputy Rex Cragun-School Resource officer
130 and bailiff for Washington Terrace Justice Court, Nate Hutchinson- Narcotics Task Force, Matt
131 Jensen- Narcotics Task Force, Deputy Will Smith- School Resource officer, Bailiff for
132 Washington Terrace Justice Court, Motor School, Cpl. Mark Horton-bike patrol and search and
133 rescue, Deputy Doug Nye-School Resource officer, Deputy Mike McDonald- Truck inspections
134 and traffic investigations, Deputy Andy Allen-patrol, Deputy Todd Christensen-patrol, Sgt
135 Wayne Smith-patrol.

136
137 Sheriff Terry Thompson stated that he is very proud of the officers and the superb job that they
138 do in taking care of the city. He stated that the officers are very experienced in what they do.

140 Sgt. Lane Finlay addressed Council, stating that he started his career working in Washington
141 Terrace. He is now the administrative sergeant and works with the contract cities. He presented a
142 report that highlighted what the office does. He stated that the objective is not only to educate
143 city officials, but to also educate officers as to what is happening in the city.
144 He stated that the monthly reports are broken down into priority categories, with 1 and 2 being
145 the highest priority. He explained that total calls for the month are broken down and crime
146 patterns are looked at. He stated that crimes against people and crimes against property are his
147 high priorities. He analyzes patterns and spikes in crimes. Sgt. Finlay presented a five year
148 comparison chart for total calls, crimes, and citations. He noted that the patterns do not show
149 any big increases in any one category.
150 Sgt. Finlay displayed area maps mapping out the types of activities that are occurring in the city.
151 He stated that the higher call volume is attributed to increases in community policing efforts
152 which include school visits and business checks, and not higher incidents in crimes. He displayed
153 a crime prevention letter which will be sent to residents through city water bills and newsletters
154 reminding residents of steps to take to help avoid being victims of crime. Finlay stated that with
155 the warmer weather approaching, the bike patrol will be out in force and is great for residential
156 areas and is very effective.
157 Finlay stated that the high schools and Jr. high schools have community resource officers and the
158 presence has helped the schools. He noted that it was found that the elementary schools did not
159 have a regular officer presence and a program has been started where Deputies have been
160 visiting schools regularly and interacting with the students, which have worked out very well.
161 Finlay noted that the deputies have been doing business premise checks within the city helping to
162 deter crime.
163 Sgt. Finlay stated that the County took over law enforcement in Washington Terrace in 2002 and
164 presented comparisons in activities since 2003.
165 He stated that call volume has decreased steadily over the last 10 years from 8011 calls in 2003
166 to 5919 calls in 2012. He also noted that report filings have reflected the same trend. He stated
167 that traffic enforcement was very aggressive in the early years because of drug houses and
168 outstanding warrants in the city and many traffic stops were made to find the people with drugs,
169 warrants, no insurance, and the like. He explained that over time, the elements in the city that
170 were causing the problems were being eliminated and the crime rate was reduced. He stated that
171 this reduction reflects in the citation numbers as well. He noted that traffic stops have decreased
172 60% over the 10 years.
173 Finlay pointed out that domestic violence crimes were high in 2003. He stated that there was a
174 zero tolerance policy in domestic violence crimes and many arrests were made. He stated that the
175 approach led to a steady decline in domestic violence. He stated that the number of domestic
176 violence crimes has been increasing in the last four years and the pattern will be reviewed. He
177 noted that the same pattern is occurring with assaults. Finlay stated that drug offenses have had a
178 50 percent reduction due to an aggressive approach by the officers.
179 Finlay noted that stolen cars and burglaries have decreased as well. His statistics show that
180 overall crime is coming down in most categories. He stated that the message being received was
181 that the Terrace will not tolerate crime.
182 Finlay explained that the decrease in crime is largely due to increase in patrol presence, creation
183 of specialty positions, increased traffic enforcement, and problem solving policing. He did note,
184 however, that the reduction of positions eliminates some of the specialty positions and can
185 influence the time a deputy has to devote to problem solving policing. He stated that components

186 of problem solving policing include identify, analysis, response, and assessment.

187

188 Sheriff Thompson stated that hard work, dedication, and aggressive nature helped with an
189 amazing transformation in the city and he stated that the residents have noticed the change as
190 well. Sheriff Thompson gave credit to the officers, stating that he can see that the proactive
191 activity on the officer's part has made the Terrace a safer place to live. He stated that criminals
192 live in a sub-culture and the word spreads to stay away from the Terrace. Sheriff Thompson
193 thanked the Council for a great partnership.

194

195 Council Member Jensen suggested that in light of community policing, and to tighten up
196 relationships between the officers and the residents, the Sheriff's Office could supply articles in
197 the newsletter with contact information and general information that they would like to be
198 shared. Council Member Jensen stated that law enforcement is not an easy job and he appreciates
199 what they do by putting themselves in harm's way with their service. Council Member Brown
200 asked to see how many of the officers thought that the Good Landlord Program was absolutely
201 positive for the city. It was unanimous that the officers felt that the program was positive. Finlay
202 stated that it is an effective program, explaining that criminal elements are being pushed out of
203 bigger cities and will eventually live in cities without the program.

204 Council Member Shupe thanked Sgt. Finlay for a great presentation and thanked the officers for
205 coming out to the meeting.

206 Mayor Allen thanked the officers for their hard work and all that they do for the city and
207 residents.

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210 **8.2 DISCUSSION/MOTION: APPROVAL TO AWARD CONSTRUCTION**
211 **CONTRACT FOR THE 450 WEST RECONSTRUCTION PROJECT**

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213 Harris stated that staff is asking for approval for the future awarding of the 450 West Project. He
214 stated that the bid opening will be on April 22, 2013. He stated that the city is working with the
215 state and division of water quality with their approval process. He stated that the STAG grant
216 monies will be gone after October 1st so the pressure is to have the project completed by that
217 time or the city may lose some funding. Harris stated that staff is asking for permission to receive
218 and evaluate the bids and award the contract to the lowest responsive and responsible bidder. He
219 stated that the city will lose valuable time getting contracts together and beginning the project if
220 the request has to wait until the next Council meeting in 3 weeks. Harris stated that the
221 engineer's estimated cost for the project is estimated at \$830,000. Harris stated that city is
222 anticipating low bids. He stated that the STAG grant will pay for 40 percent of the project.
223 Hanson explained that the funding is an extension of funds left over from the 4800 South project
224 and has already been budgeted. Harris stated that the process for this project has taken longer
225 than expected.

226 Mayor Allen inquired if meter replacements can be bought with the funds that are left over if the
227 bids come in lower than expected. Harris stated that we will have enough to replace meters if the
228 bids come in as estimated, and if they are lower, the city will be able to fund even more meters.

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Motion by Council Member Shupe
Seconded by Council Member Jensen

232 **To award contract for the 450 West Reconstruction Project to the**
233 **lowest responsive/responsible bidder.**
234 **Company to be identified after bid opening on April 22, 2013 and to**
235 **Authorize the Mayor and Staff to execute**
236 **agreements for construction of the project**
237

238 Council Member Brown asked if a limit on an “amount not to exceed” should be set. Harris
239 stated that an amount has been budgeted that would cover the estimated amount. He stated that if
240 the bids come in higher than expected and it is beyond our ability to cover the amount, the
241 project may need to be cut back in some areas.
242

243 **Motion amended by Council Member Shupe**
244 **Seconded by Council Member Jensen to add**
245 **The limitation not to exceed what has been budgeted for and**
246 **Adjust accordingly if it is with the discretion left**
247 **To staff to make the discretion to bring it back to Council**
248 **Approved unanimously (3-0)**
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250 **9. COUNCIL COMMUNICATION WITH STAFF**

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252 * Council Member Brown stated that the recent training was great and is looking forward to
253 following through on the topics discussed.
254
255

256 **10. ADMINISTRATION REPORTS**

257 * Hanson stated that the Rohmer Park RAMP project is moving along. He stated that the project
258 ran into a problem with a water main, but was able to have the line replaced at a good price. He
259 stated that Riverdale City paid half of the repair cost and will be upgrading their piping to protect
260 the road in the future. He stated that the project is on track to be completed by May 25th.
261

262 **11. UPCOMING EVENTS**

263 **April 25th: Planning Commission Meeting 7:00 p.m.**
264 **May 7th: Budget Work Session 6:00 p.m.**
265 **May 7th: Council Meeting 7:00 p.m.**
266 **May 21st: Terrace Days Planning Meeting 5:30 p.m.**
267 **May 21st: Budget Work Session 6:00 p.m.**
268 **May 21st: Council Meeting 7:00 p.m.**
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270 **12. ADJOURN THE MEETING: MAYOR ALLEN**

271 Mayor Allen adjourned the meeting at 8:19 p.m.
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Date Approved

City Recorder