



Regular City Council Meeting
Tuesday, January 21, 2020
City Hall Council Chambers
5249 South 400 East, Washington Terrace City
801-393-8681
www.washingtonterracecity.com

1. **ROLL CALL** 6:00 P.M.

2. **PLEDGE OF ALLEGIANCE**

3. **WELCOME**

4. **CONSENT ITEMS**

4.1 APPROVAL OF AGENDA

Any point of order or issue regarding items on the Agenda or the order of the agenda need to be addressed here prior to the approval of the agenda.

4.2 APPROVAL OF JANUARY 7, 2020 MEETING MINUTES

5. **CITIZEN COMMENTS**

This is an opportunity to address the Council regarding your concerns or ideas that are not on the agenda as part of a public hearing. Please limit your comments to no more than 3 minutes.

6. **COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN COMMENTS**

Council and staff will consider and address concerns and take appropriate measures to follow up on any comments made in the citizen comments item on the agenda.

7. **RECURRING BUSINESS**

7.1 MOTION/RESOLUTION 20-01: RESOLUTION AMENDING COUNCIL RULES AND PROCEDURES OF ORDER

Council may discuss and amend the meeting rules and procedures of order. The focus of the amendment is meeting attendance.

8. **NEW BUSINESS**

8.1 PRESENTATION/DISCUSSION: SERVICE LINE WARRANTIES OF AMERICA

For more information on these agenda items, please visit our website at www.washingtonterracecity.com

In compliance with the Americans with Disabilities Act, persons who have need of special accommodation should contact the City Recorder at 801-395-8283.

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted in three public places within the City of Washington Terrace City limits and sent to the *Standard Examiner* at least 24 hours prior to the meeting. Amy Rodriguez, City Recorder.

PROGRAM UPDATE

Presentation and discussion concerning endorsement of a utility warranty program.

9. **COUNCIL COMMUNICATION WITH STAFF**
This is a discussion item only. No final action will be taken.
10. **ADMINISTRATION REPORTS**
This is an opportunity for staff to address the Council pertaining to administrative items.
11. **UPCOMING EVENTS**
January 30th: Planning Commission Meeting 6:00 p.m.
February 4th: Council Work Session 5:00 p.m. (TENTATIVE)
February 4th: Council Meeting 6:00 p.m.
February 17th: City Offices closed for President's day
February 18th: Council Work Session 5:00 p.m. (TENTATIVE)
February 18th: Council Meeting 6:00 p.m.
February 28th: Planning Commission (TENTATIVE)
12. **ADJOURN THE MEETING: MAYOR ALLEN**
13. **ADJOURN INTO RDA MEETING (RDA meeting to immediately follow regular meeting)**

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3 **City of Washington Terrace**
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5 Minutes of a Regular City Council meeting
6 Held on January 7, 2020
7 City Hall, 5249 South 400 East, Washington Terrace City,
8 County of Weber, State of Utah
9

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

11 Mayor Mark C. Allen
12 Council Member F. Carey Seal
13 Council Member Blair Brown
14 Council Member Larry Weir
15 Council Member Scott Barker
16 Council Member Jeff West
17 Public Works Director Jake Meibos
18 Public Works Supervisor Denzil Remington
19 City Recorder Amy Rodriguez
20 City Manager Tom Hanson
21 City Attorney Bill Morris
22

23 **Others Present**

24 Wallace Reynolds, Dan Johnson, Dwight Henderson, Darrin Williams (Planning Commissioners), Amy
25 Miller, Mike Lawrence, Ulis Gardiner
26

27 **1. OATH OF OFFICE: THE OATH OF OFFICE WILL BE ADMINISTERED TO**
28 **NEWLEY ELECTED AND RE-ELECTED OFFICIALS 5:30 P.M.**

29 Rodriguez administered the oath of office to F. Carey Seal, Blair Brown, and Scott L.
30 Barker.
31

32 **2. ROLL CALL 6:00 P.M.**

33
34 **3. PLEDGE OF ALLEGIANCE**

35
36 **4. WELCOME**

37
38 **5. CONSENT ITEMS**

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40 **5.1 APPROVAL OF AGENDA**

41 **5.2 APPROVAL OF DECEMBER 3, 2019 MEETING MINUTES AND DECEMBER**
42 **7, 2019 COUNCIL RETREAT MINUTES**

43 Items 5.1 and 5.2 were approved by general consent.
44

45 **6. CITIZEN COMMENTS**

46 Resident William Dahlquist- 365 W 4525 S- stated that the water in front of his driveway does not drain.
47 He stated that he has spoken to staff many times and he feels that no one wants to take care of it. He
48 stated that the response of the city is that we do not have any money. He stated that just below the puddle,

49 there was a drain that has been covered up when a new curb was put in.

50

51 Resident Wally Reynolds- 5200 S 300 E- stated that the sidewalk in front of Wright Park is never
52 shoveled. He stated that they do an excellent job on the streets and commends the drivers, however, the
53 city should set an example with the sidewalks.

54

55 **7. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN**
56 **COMMENTS**

57 Mayor Allen stated that the city has a new concrete replace and repair program. He stated that the city has
58 found a company to do the repairs on small concrete jobs. He stated that we might be able to help with
59 Mr. Dahlquist's issue. Hanson stated that he will have Public Works contact Mr. Dahlquist and take a
60 look at the situation.

61

62 Mayor Allen stated that some of the Fire Department Volunteers have been out shoveling sidewalks.
63 Hanson stated that pedestrian traffic is secondary to sidewalks, however, he stated that we try to balance
64 that out. Remington stated that they do plow the sidewalks at the parks and it is possible that the Wright
65 Park sidewalk was missed during the last storm. Remington stated that the sidewalks are usually done the
66 next day.

67

68 **8. NEW BUSINESS**

69 **8.1 TRAINING: OPEN MEETINGS AND NON-DISCRIMINATION TRAINING**

70 City Attorney Bill Morris presented the mandatory trainings to the Council and Planning Commissioners.
71 He presented on ethical policies, non-discrimination, and open meetings.

72

73 **8.2 MOTION/RESOLUTION 20-01: RESOLUTION AMENDING COUNCIL**
74 **RULES AND PROCEDURES OF ORDER**

75 Mayor Allen stated that he had suggested changes to the Procedures of Order regarding attendance. He
76 stated that it was discussed at the Council Retreat. It has also been reviewed by legal. Council Member
77 Barker stated that it is hard to make critical decisions with only three Council Members. He stated that he
78 has a hard time accessing a one hundred dollar penalty for someone who is sick. He stated that the critical
79 part of the conversation should be to compel Council Members to attend and schedule time around
80 meetings. He stated that he feels that the money he receives is for reading house bills, talking with the
81 Sheriff's, and taking time off of work to attend training and conferences. He stated that he feels that the
82 \$100 penalty is excessive. Council Member Barker stated that he proposes a \$50.00 penalty. He stated
83 that there are things that happen that we do not have control of.

84 Mayor Allen stated that he has had residents talk to him about attendance of Council Members at
85 meetings. Council Member Barker stated that the Council should be committed to scheduling around the
86 meetings. Council Member Brown stated that he doesn't remember a time when we haven't had a
87 quorum. He stated that none of the Council are here for the money. He stated that he is fine with the \$100
88 penalty, but doesn't mind lowering it.

89 Mayor Allen agreed with Council Member Barker that time is spent answering phone calls and meeting
90 with residents, reading packets and researching issues, and attending trainings.

91 Mayor Allen stated that he can agree with the \$50.00. Council Member Weir stated that 99 percent of the
92 time, Council Members do not miss any meetings.

93 Hanson stated that because there is a direct correlation and compensation, we will have to track the
94 information so that it can be turned into the Finance/Payroll Department.

95 Council Member Barker stated that all absences should be excused because a member should call ahead
96 and let someone know that they will not be attending.

97 Council Member Weir suggested tabling the item to go over more details.
98 Council Member Barker stated that this will effect Councils years for now. Hanson stated that it could
99 add fuel to the fire down the line.
100 Council Member Barker stated that he is in a group of six people and wants to hear everyone's thoughts
101 and decide what is best for the City. He stated that it is hard when there are only three members.
102 Council Member West stated that items can always be tabled.
103 Council Member Barker stated that Council needs to be committed to the office.

104
105 **Motion by Council Member Weir**
106 **Seconded by Council Member Barker**
107 **To table the item**
108 **Approved Unanimously (5-0)**
109
110

111 **8.3 MOTION: APPROVAL OF CHANGE ORDERS ASSOCIATED WITH THE**
112 **2019 CDBG PROJECT- WATER MAINS TO FEED WATER TANK 1**

113 Meibos presented to Council on the CDBG Project. He stated that there were a few change orders for the
114 project. He stated that there is a reconstruction portion and reconnection for service laterals. Meibos
115 stated that the projects were budgeted for, however, not as part of the project.
116 He stated that there were two hydrant replacements which entailed reconnections. He stated that there
117 was an airgap that had to be re-installed to release the air.

118
119 Meibos stated that the project is not over-budget. The change orders have all been accounted for in the
120 budget process, they were just not in the plans. Meibos stated that we actually saved on a few items.
121 Hanson stated that the amount per unit is established in the original pricing. They are not receiving an
122 extra margin. Meibos stated that the road project is complete and the complete project is around 80
123 percent complete. The change orders total \$68,329.82

124
125 **Motion by Council Member Barker**
126 **Seconded by Council Member West**
127 **To approve the change orders for the CDBG Project**
128 **Approved unanimously (5-0)**
129

130 **8.4 DISCUSSION/MOTION: COUNCIL APPROVAL TO PROCEED IN THE**
131 **PROCESS OF SELLING CITY PROPERTY ON ADAMS AVENUE**

132 Hanson stated that the City owns property south and adjacent to the library. He stated that the
133 intent was always to sell at an appropriate time. Hanson stated that he would like to negotiate
134 terms and sell the property. He stated that there is a little bit of time on the RDA to use incentives.
135 He stated that the goal is to sell the property and have it built upon. He stated that the parking lot
136 is shared with the library, however, a building can be built upon the grassy area.

137
138 **Motion by Council Member West**
139 **Seconded by Council Member Weir**
140 **To approve the process of selling the property located by the library**
141 **Approved unanimously (5-0)**
142
143

144 **8.5 MOTION: NOMINATION AND ELECTION OF MAYOR PRO TEMPE**

145 Mayor Allen stated that Council Member Barker serves as the current mayor pro tempe.

146 **Motion by Council Member Brown**
147 **Seconded by Council Member Weir**
148 **To nominate and elect**
149 **Council Member**
150 **To serve as Mayor pro tempe**
151 **Approved unanimously (5-0)**
152

153 **9. ADJOURN INTO AN RDA MEETING**

154 The Council adjourned into an RDA meeting at 7:24 p.m.

155
156 **10. COUNCIL COMMUNICATION WITH STAFF**

157 Mayor Allen stated that it has been suggested that all Council Members receive a washingtonterrace.org
158 email for City business. Hanson will work with IT and Council to set the emails up because they have to
159 go through our server.

160 Mayor Allen stated that Council should check their bio and picture on the website for any changes.

161
162 **11. ADMINISTRATION REPORTS**

163 Hanson stated that the Council Retreat is scheduled for November 7, 2020.

164
165 **12. UPCOMING EVENTS**

166 January 20th: City Offices Closed for Martin Luther King Jr. Holiday

167 January 21ST: City Council Work Session 5:00 p.m. (TENTATIVE)

168 January 21th: City Council Meeting 6:00 p.m.

169 January 30th: Planning Commission Meeting 6:00 p.m.

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171 **13. MOTION: ADJOURN INTO CLOSED SESSION**

172
173 **Motion by Council Member Brown**
174 **Seconded by Council Member Barker**
175 **To adjourn into closed session**
176 **Approved unanimously (5-0)**
177 **Time: 8:19 p.m.**
178 **Roll Call Vote Taken**

179
180 **The Council Adjourned into a closed session to discuss:**

- 181 ○ Strategy sessions to discuss the purchase, exchange, or lease of real property when public
- 182 discussion of the transaction would disclose the appraisal or estimate value of the property
- 183 under consideration or prevent the public body from completing the transaction on the best
- 184 possible terms.

185
186
187 **14. ADJOURN THE MEETING: MAYOR ALLEN**

188 Mayor Allen adjourned the closed session and regular meeting at 9:05 p.m.

189
190
191 _____
192 Date Approved

City Recorder

City Council Staff Report

Author: Amy Rodriguez
Subject: Procedures and Order Amendment
Date: January 21, 2020



Type of Item: Discussion and Motion/Resolution

Summary Recommendations: Council may approve the changes to the Procedures and Order document.

Description:

A. **Topic :** In accordance with Utah Code 10-3-606, A municipal legislative body must adopt rules of order and procedure to govern a public meeting. The rules of order and procedure means a set of rules that govern and prescribe in the public meeting parliamentary order, ethical behavior, and civil discourse. The rules must comply with the Open Meetings Act. Council has adopted a Procedure and Order Resolution.

B. **Background:** After review of the current Procedure and Order Resolution, the Mayor brought the amendment discussions to Council at the retreat in December. At that time, the discussion focused on attendance at City Council and RDA meetings. In accordance with state code, the City Municipal code states that the city council may compel the attendance of its own members at its meetings and provide penalties it considers necessary for the failure to comply with an exercise of authority to compel attendance. The discussion at the retreat focused on monetary penalties for failure to attend meetings.

** Council tabled this item for more consideration. I have spoken with the Finance Director concerning tracking of the meetings. She has stated that regular time sheets would be used for payroll purposes. She said that although it is extra work on the tracking side as Council suggested, it is manageable. I have also spoken to City Attorney Bill Morris and he stated that he does not have any problems or concerns on how Council is proposing to handle the attendance issue.

The packet contains the complete Procedure and Order Resolution. The highlighted area (section 8) is the new section. The monetary penalties has been changed to \$50.00 per Regular Scheduled Meetings. RDA and Work Session meetings will be considered part of the Regular Scheduled Meeting. The maximum amount deducted will be \$50.00 per evening missed.

The section elaborates on the penalties and the exemptions to the rules, along with adding an accommodation for extenuating circumstances of allowing one missed meeting. "Illness" has been added to the list of excused absences.

C. **Department Review:** City Recorder, Legal

Alternatives:

- A. Approve the Request:** Council may choose to amend the current Rules of Procedure and Order.
- B. Deny the Request:** Council may choose not to amend the current Rules of Procedure and Order and the current resolution will stand.

**CITY OF WASHINGTON TERRACE
RESOLUTION NO. 20-01**

RULES OF PROCEDURE AND ORDER

**A RESOLUTION OF THE CITY OF WASHINGTON TERRACE CITY,
UTAH, ADOPTING RULES OF PROCEDURES IN ACCORDANCE
WITH *UTAH CODE* §10-3-606; AND SPECIFYING THE EFFECTIVE
DATE.**

WHEREAS, the City of Washington Terrace (hereafter “City”) is a municipal corporation duly organized and existing under the laws of the State of Utah;

WHEREAS, *Utah Code Annotated* §10-3-606 requires the City to adopt certain rules of procedure and order;

WHEREAS, *Utah Code Annotated* §10-3-717 authorizes the City to adopt such rules by resolution;

WHEREAS, the City desires to comply with state law;

NOW, THEREFORE, be it resolved by the City Council of the City of Washington Terrace, Utah, as follows:

Section 1. Rules of Procedure and Order.

The Rules of Procedure and Order as attached as Exhibit “A” are hereby adopted and incorporated herein by this reference.

Section 2. Effective Date.

This Resolution shall be effective immediately upon adoption.

PASSED AND APPROVED by the City Council this ___ day of _____, 2020

MARK C. ALLEN, Mayor
Washington Terrace City

ATTEST:

AMY RODRIGUEZ, City Recorder

Roll Call Vote
Council Member Brown ___
Council Member Weir ___
Council Member Barker ___
Council Member West ___
Council Member Seal ___

Exhibit "A"

RULES OF PROCEDURE AND ORDER

In accordance with *Utah Code Annotated* §10-3-606 the Washington Terrace City Council, acting as the legislative body, adopts the following Rules of Procedure and Order (hereafter "Rules") for conducting public meetings held by City of Washington Terrace (hereafter "City"). These Rules are designed to provide for orderly conduct of a public body in a public meeting, with the objective of providing for full, open, and comprehensive debate of issues before the public body in a public forum with respect to citizen awareness and also civil decorum.

These procedures neither increase nor diminish the powers or authority of the public body as prescribed by state law or local ordinance.

I. MEETINGS TYPES AND AGENDAS.

1. Public Meetings. All public meetings before a public body will have a notice and agenda that complies with the Utah Open Meetings Act, except where a closed/executive meeting is authorized by state law. The public meeting is to allow the public to observe the public meeting. An item may be placed on the agenda (for the applicable public body) by the Mayor, City Manager, City Recorder, or at the request of any member of the City Council. For any meeting, agenda items must be submitted to the City Recorder by 5:00 PM on the Tuesday before the date of the scheduled meeting. Any item that is submitted to the City Recorder after the above deadline will be put on the next following meeting agenda.
2. Work Sessions. A work session is a public meeting devoted to exclusively discuss matters specified on an agenda in an informal setting where ideas can freely be expressed and preliminary discussion can occur. No items are voted upon in a work session.
3. Public Hearings. A public hearing shall be indicated on an agenda and allow for public input as governed by these Rules. No motion shall be made or vote taken during a public hearing, except a motion and vote to close a public hearing.

II. THE ROLE OF THE PRESIDING OFFICER.

1. The presiding officer has the primary responsibility to ensure the Rules are followed, including but not limited to:
 - a. Governing a public meeting in accordance with *Roberts Rules of Order*, newly revised, as freely adapted by the presiding officer, and subject to these Rules.
 - b. Calling the meeting to order.
 - c. Maintaining the decorum at public meetings.
 - d. Confining discussion to the agenda items.
 - e. Recognizing staff presentations and recommendations.
 - f. Recognizing motions and statements from the council/commission, and may allow audience participation at appropriate times.
 - g. Understanding basic parliamentary procedure and adapting it to the public body as seen fit.
 - h. Following the Utah Open and Public Meetings Act during the meeting.

Rules of Procedure and Order

- i. Courteously discouraging individuals who talk too much or too often.
 - j. Courteously ensuring that those who have the floor are not interrupted and ruling out of order those who are not following meeting procedures.
 - k. Recognizing the member offering/amending/modifying the motion, handling discussion, calling for the vote, announcing the vote, and then announcing the next order of business.
- 2. The Mayor shall preside at meetings of the City Council
 - 3. The Planning Commission Chair shall preside at meetings of the Planning Commission.
 - 4. The Planning Commission is more specifically governed by Section 2.14.010 of the *Washington Terrace City Municipal Code*.
 - 5. The presiding officer may participate in discussion of all matters.
 - 6. The Mayor may vote as a member thereof only in case of a tie or where otherwise specifically authorized to do so by state law, and shall have no power to veto.
 - 7. The Planning Commission Chair shall vote and may make motions as a regular member of the Planning Commission.

III. RULES OF CONDUCT DURING MEETINGS.

- 1. Meeting conduct is as follows:
 - a. Public Meeting. These meetings are not open to public comment, except at the sole discretion of the presiding officer.
 - b. Public Hearing. A Public Hearing is only held on special occasions when required by law or otherwise.
 - i. A Public Hearing is generally held in conjunction with a Public Meeting.
 - ii. The Public Hearing may be opened and closed by motion, or by declaration of the presiding officer if no member objects.
 - iii. Any member of the public may speak to the public body during a Public Hearing, subject to these Rules.
 - iv. The public body may limit the time each speaker has during a Public Hearing to no less than three (3) minutes.
 - v. Generally, the public body does not talk, respond, debate, or answer questions during a Public Hearing; it is a time to listen to (or hear) the public.
- 2. All meetings shall be administered according to the Open and Public Meetings Act.
- 3. Meetings shall generally be conducted as follows:
 - a. Call to order by presiding officer.
 - b. Opening ceremony.
 - c. Item for discussion/action/presentation announced by presiding officer.
 - d. Staff/other presentation.
 - e. Applicant presentation, if applicable.
 - f. Public comment only if a public hearing or at the sole discretion of the presiding officer.
 - g. Discussion by members.
 - h. Action by motion and vote.
 - i. Adjournment upon completion/continuance of all items on agenda.

4. Anyone speaking at a meeting should keep remarks applicable to the question under discussion/debate.
5. Anyone speaking at a meeting shall avoid references to personalities, and avoid questioning motives or interjecting hostile or antagonistic behavior.
6. Everyone shall demonstrate courtesy and refrain from conduct that disrupts the meeting.
7. Members shall comply with the rules of ethics and avoid situations which could cause a reasonable person to perceive bias or an inappropriate conflict of interest.
8. Everyone invited to participate in a meeting is to respect the principles of representative democracy, including the recognition that local government is to serve the best interests of the public as a whole, while respecting individual and constitutional freedoms.
9. Everyone is to be conscious of efficient and effective use of limited city resources.

IV. RULES OF ETHICAL CONDUCT

Members of a public body shall comply with the Rules of Ethical Conduct set forth in Chapter 2.24 of the *Washington Terrace Municipal Code*, and as may be established by state law.

V. PARLIAMENTARY RULES

The following governs parliamentary conduct of a public meeting. The City Manager or his designee serves as Parliamentarian, and may also advise, as necessary, for effective meeting governance, on any agenda items, and otherwise during the course of the meeting. Each rule is followed by a recommended procedure along with a purpose. This is to help guide the presiding officer and members of the public body with the intended application.

RULE NO. 1 – AGENDAS

A public meeting is governed by the agenda, and the agenda constitutes the public body’s roadmap for the meeting.

PROCEDURE: Each agenda item will be handled by the presiding officer in the following basic format:

1. The presiding officer should clearly announce the agenda item number and should clearly state what the agenda item subject is.
2. Following the agenda format, the presiding officer should invite the appropriate person or persons to report on the item, including any recommendation that they might have. The appropriate person or persons may be the Mayor, a member of the City Council, a staff member, or an invited guest charged with providing input on the agenda item.
3. The presiding officer should ask members if they have any technical questions for clarification. At this point, members may ask clarifying questions to the person or persons who reported on the item, and that person or persons should be given time to respond.
4. The presiding officer allows open public comment only if a Public Hearing is indicated on the agenda. Otherwise, public comment is only allowed at the sole discretion of the presiding officer or as provided on an agenda. If numerous members of the public indicate a desire to speak to the subject, the presiding officer may limit the time of public speakers to no less than three (3) minutes.
5. The presiding officer should invite discussion and motions as appropriate. The presiding officer should announce the name of the member of the public body who makes a motion.

Rules of Procedure and Order

6. The presiding officer should determine if any member of the public body wishes to second the motion. The presiding officer should announce the name of the member of the public body who seconds a motion. If there is no second then the motion will be deemed to have failed, and the item may be deemed concluded without decision, unless a subsequent motion is duly approved.
7. If the motion is made and seconded, the presiding officer should make sure everyone understands the motion. This is done in one of three ways:
 - a. The maker of the motion can repeat it.
 - b. The presiding officer can repeat the motion.
 - c. The Parliamentarian or City Recorder can repeat the motion.
8. The presiding officer should now invite discussion on the motion. This discussion is limited to the subject of the motion that was made. If there is no desired discussion, or after discussion, or upon the call of a member, the presiding officer should direct a vote by the public body on the motion. If there has been no discussion or very brief discussion, then the vote on the motion should proceed immediately and there is no need to repeat the motion. If there has been substantial discussion, then the presiding officer may repeat the motion again.
9. The presiding officer may take the vote or direct a staff member to take a roll call vote.
10. Certain actions require a roll call vote as directed by the presiding officer or Parliamentarian.
11. The roll call vote will begin with the Council Member seated farthest on the right and names will be called in a clockwise sequence. Subsequent roll calls will begin with the Council Member next in succession on the panel (i.e. The roll will begin with Council Member A, the next roll will begin with Council Member B, the following roll will begin with Council Member C, and so on..).
12. The order of the roll call vote will be maintained by the Recorder.
13. The presiding officer should announce the result of the vote and may announce the result of such action taken.
14. Any member of a public body may give a very brief explanation of their vote cast to be entered in the minutes.

PURPOSE: All meetings must comply with the Utah Open and Public Meetings Act which requires that a notice and an agenda for a public meeting be prepared in advance of the meeting and that no final action be taken on any item that is not on the agenda. In addition, the Act requires that the minutes of the meeting contain certain minimum information including the name of any member of the public body speaking on an issue, the substance of what the member says, an accurate description of any action taken by the public body and the voting record of each individual member of the public body.

RULE NO. 2 – MAKING MOTIONS

Any matter that requires a formal decision shall be brought before the public body by motion.

PROCEDURE: The procedure for any motion shall be as follows:

1. The presiding officer recognizes the member of the public body.
2. The member of the public body makes a motion. (Example: “I move that”)

3. The presiding officer recognizes a member who desires to second the motion. If no second, the motion fails.
4. Vote called on motion that is seconded after any discussion.

PURPOSE: The purpose of this rule is to limit items under discussion to only those that the public body want to discuss. This gives clarity as to what is being decided. It also helps to make sure everyone, including the person taking the minutes actually knows and can remember what the ultimate outcome of any discussion and debate is.

RULE NO. 3 – ORDER

Only one question and one speaker at a time.

PROCEDURE: Only one agenda item will be discussed at a time. Any agenda item where action is being taken may have a maximum of (3) motions on the floor at a given time. There will only be one speaker at a time. The presiding officer recognizes the person speaking by granting them the floor so they may speak.

PURPOSE: The purpose is to focus on only one agenda item and to allow members of the public body the ability to express their points of consideration without losing their train of thought and to completely finish without fear of interruption.

RULE NO. 4 – GENERAL CONSENT

The presiding officer may use General Consent (also known as Unanimous Consent) with all motions, except where roll call votes are required for purposes of the meeting minutes.

PROCEDURE: When the presiding officer feels the public body would be in general agreement, the presiding officer may take action barring any objection otherwise. If there is any objection to a General Consent stated by the presiding officer, then a formal vote is required. If there is no objection, after a brief pause by the presiding officer to the proposed General Consent, then the presiding officer declares the General Consent approved. (Example: The presiding officer states, “If there is no objection, we will take a 10 minutes recess.” [Pause to see if any member objects]. “There being no objection, we are in recess for 10 minutes.”)

PURPOSE: General consent is helpful in expediting general routine business or when the presiding officer believes the presiding body is in agreement. This allows flexibility of the Rules while protecting the right of the majority to decide and the minority to be heard.

RULE NO. 5 – MOTION FORM

There are generally only three basic forms of motions used: Initial Motions, Motions to Amend, and Substitute Motions.

PROCEDURE:

1. Initial Motion. The initial motion is the one that puts forward an item for consideration. An initial motion might be: “I move that we adopt ordinance number 10-1 as presented.”
2. Amended Motion. If a member wants to change the initial motion before the public body, they would move to amend the initial motion. A motion to amend might be: “I move that we amend the motion to adopt ordinance number 10-1 with changes in paragraph 1 as follows....” A motion to amend takes the initial motion before the public body and seeks to change it in some way. The motion to amend must be related (germane) to the initial motion. The motion to amend must not be the same as a negative vote on the initial motion. If the person who made the initial motion and the person who seconded the initial

Rules of Procedure and Order

motion are in agreement with the amended motion (friendly), then the presiding officer can proceed as if the amended motion is now the initial motion without a vote. If the amendment is not friendly, a separate vote in the amended motion is required before voting on the initial motion.

3. Substitute Motion. If a member wants to completely do away with the initial motion that is before the public body, and put a new motion before the public body, they would move a substitute motion. A substitute motion can also be friendly or unfriendly.

PURPOSE: “Motions to amend” and “substitute motions” are often confused. But they are quite different, and their effect (if passed) is quite different. A motion to amend seeks to retain the basic motion on the floor, but modify it in some way. A substitute motion seeks to throw out the basic motion on the floor, and substitute a new and different motion for it. The decision as to whether a motion is really a “motion to amend” or a “substitute motion” is left to the presiding officer. So that if a member makes what the member calls a “motion to amend,” but the presiding officer determines that it is really a “substitute motion,” then the presiding officer’s designation governs.

RULE NO. 6 – DEBATE AND ENDING DEBATE.

The debate can continue as long as members of the public body wish to discuss an item, subject to the presiding officer determining it is time to move on and take action by using General Consent to limit debate or by a proper motion by a member of the public body to limit the debate. The following motions are not debatable: a motion to adjourn (does not require second); a motion to recess; a motion to fix a time to adjourn; a motion to table; and a motion to limit debate.

PROCEDURE: There are exceptions to the general rule of free and open debate on motions. Use the procedure for making motions to end ongoing and needless debate, to conclude or delay discussion on an item, or close a meeting.

PURPOSE: Debate and discussion are important until they are not. When a matter is chewed on enough it should be swallowed. This rule allows the presiding officer by General Consent or the majority vote to end debate, after a reasonable time. It also keeps those in a minority position on an issue from filibustering until they get their way.

RULE NO. 7 – THREE VOTES REQUIRED, EXCEPTIONS

Three yes votes are required to pass any item before the City Council with limited exceptions. The exceptions include a motion to go into closed session (executive session) which requires a 2/3 vote of the members present and when specifically provided in state law. The Planning Commission decisions are made by a majority of quorum members present. A quorum of the Planning Commission is four (4) members.

PROCEDURE: If the presiding officer and all five members of the council are present, a vote of 3-2 passes the motion. A vote of 2-2 means the motion fails. If one member is absent and the vote is 2-2, the Mayor is entitled to vote. The Planning Commission Chair is always entitled to vote as any regular member of the commission.

PURPOSE: State law sets both the number required for a quorum and the minimum vote required on any issue. This rule is meant to clarify that when the entire City Council is present and voting then it is not a tie when one member abstains. Abstaining from a vote is considered a “no” vote. If however the member is absent from the meeting for any reason and the vote is 2-2, Rules of Procedure and Order

then it may be a tie vote which entitles the Mayor to vote and break the tie. The Planning Commission makes decisions by simple majority of those present.

RULE NO. 8 – ATTENDANCE

In accordance with State Code 10-3-505 “Compelling attendance at meetings by legislators”, the city council may compel the attendance of its own members at its meetings and provide penalties it considers necessary for the failure to comply with an exercise of the authority to compel attendance.

PROCEDURE: Council Members are required to attend regular scheduled meetings. The annual meeting schedule is set by Council. In an effort to compel attendance at meetings by the legislative body, the following guidelines and penalties shall be imposed:

1. Members who are absent from a regular scheduled Council meeting shall have \$50.00 deducted from their pay. Redevelopment Agency Meetings will be considered part of the Regular Scheduled meeting and members will not be penalized an additional monetary amount.
2. Works Session meetings will be considered part of the Regular Scheduled meeting and members will not be penalized an additional monetary amount if they are unable to attend a work session.
3. Excused absences will not be penalized. Excused absences include: Accident, hospitalization, illness, family bereavement, or if the absence is due to other City Business engagements.
4. Extenuating circumstances due arise. Mayor or Council Member may be excused from a meeting one time without penalty during the calendar year.

PURPOSE: The purpose of this rule is compel the attendance of the legislative body. It is understood that there may be extenuating circumstances that make it impossible for a member to attend.

RULE NO. 9 – MOTION TO RECONSIDER

A motion to reconsider may be made, but it is subject to special rules. The first rule relates to timing. A motion to reconsider must be made at the meeting where the item was first voted upon or at the very next meeting if the item is properly provided on the agenda. In addition, a motion to reconsider cannot be made at a special meeting, unless the number of members of the public body present at the special meeting equals or exceeds the number present at the meeting when the original action was taken. Second, a motion to reconsider can only be made by a member who voted in the majority on the original motion. The Planning Commission cannot make motions to reconsider because once their decision is made it is turned over to the City Council for action or the appeal period is started as provided by law.

PROCEDURE: If such a member has a change of heart, he or she can make a “motion to reconsider” (any other member of the public body may second the motion). If a member who voted in the minority seeks to make the motion to reconsider, it must be ruled out of order.

PURPOSE: The purpose of this rule is finality. If a member of the minority could make a motion to reconsider, then the item could be brought back to the public body again and again. That would defeat the purpose of finality. Nothing in this Rule shall be interpreted to prevent a member of the Planning Commission from filing an appeal to a decision made by the commission. If the motion to reconsider passes, then the original matter is back before the public Rules of Procedure and Order

body, and a new initial motion is then in order. The matter can be discussed and debated as if it were on the floor for the first time.

RULE NO. 10 – GENERAL PARLIAMENTARY PROCEDURE

The presiding officer administers a meeting according to parliamentary procedure specified in *Roberts Rules of Order*, newly revised, as freely adapted by the presiding officer, and subject to these Rules.

PROCEDURE. The presiding officer is primarily responsible to see that debate and discussion of an agenda item focuses on the topic, not the personalities of the members of the public body. There are, however, exceptions that are intended to assist the presiding officer in keeping order during a meeting. A speaker may be interrupted by a member only for the following reasons and in the form set forth below:

1. Privilege. The proper interruption would be: “point of privilege”. The presiding officer would then ask the interrupter to “state your point.” Appropriate points of privilege relate to anything that would interfere with the normal comfort or safety at the meeting, or when the misrepresentation is occurring. For example, the room may be too hot or too cold, a blowing fan might interfere with a person’s ability to hear, or the speaker may be misrepresenting.
2. Order. The proper interruption would be: “point of order”. The presiding officer would ask the interrupter to “state your point”. Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting.
3. Appeal. If the presiding officer makes a ruling that a member of the public body disagrees with, that member may appeal the ruling of the presiding officer. If the motion is seconded, and after debate, if it passes by a simple majority vote, then the ruling of the presiding officer is deemed reversed.
4. Call for Orders of the Day. This is simply another way of saying, “let’s return to the agenda”. If a member or the Parliamentarian believes that the public body has drifted from the agenda, such a call may be made. It does not require a vote, and when the presiding officer feels that the agenda is not being followed, the presiding officer simply reminds the public body to return to the agenda item properly before them.
5. Withdraw a Motion. To withdraw a motion, the maker of the motion on the floor states, “I withdraw my motion”. The motion to withdraw may require a simple majority vote if the motion was seconded, unless the presiding officer allows withdrawal by General Consent.

PURPOSE: Debate and discussion should be focused, but free and open. In the interest of time, the presiding officer may, however, limit the time allotted to speakers, including members of the public body. If time is limited, a member may only continue to speak after time has expired on a majority vote of the public body. The Rules are meant to create an atmosphere where the members of the public body can fairly and effectively operate, and members of the public can attend to watch. It is up to the presiding officer and members of the public body to maintain common courtesy and decorum.

VI. RIGHT TO BE HEARD

Rules of Procedure and Order

Ideally, residents should work with staff to address areas of concern. However, it is recognized that residents may from time to time believe it is necessary to speak to the public body. Accordingly, the public body expects any person presenting to the City Council or Planning Commission to speak in a civil manner, with due respect for the decorum of the meeting, and with due respect for all persons attending.

1. No member of the public shall be heard until recognized by the presiding officer.
2. The person recognized is to speak from the dais (podium) so that the comments can be properly recorded.
3. Public comments will only be heard during the Public Comment portion of the meeting, unless the issue is a Public Hearing or is recognized at the sole discretion of the presiding officer.
4. Each speaker must state his/her name and residential address.
5. Any resident requesting to speak shall limit himself/herself to matters of fact regarding the issue of concern.
6. Comments may be limited to three (3) minutes by the presiding officer.
7. If a representative is elected to speak for a group, the presiding officer may allow an increased time allotment.
8. Personal attacks made publicly toward any person or city official/employee are not allowed. Speakers are encouraged to bring their complaints regarding employee performance through the supervisory chain of command or in accordance with the City's Personnel Policies.
9. Any member of the public interrupting the proceeding of a public body, or approaching the dais without permission, otherwise creating a disturbance, or failing to abide by these Rules is deemed to have disrupted a public meeting and, at the direction of the presiding officer or majority of members, may be asked to leave the meeting or be removed from the building.

VII. SUMMARY OF APPLICABLE STATE LAWS

Utah Code §10-3-502 – Regular and special council meetings.

Utah Code §10-3-504 – Quorum defined.

Utah Code §10-3-505 – Compelling attendance at meetings of legislative body.

Utah Code §10-3-506 – How the vote is taken.

Utah Code §10-3-507 – Minimum vote required.

Utah Code §10-3-508 – Reconsideration.

Utah Code §10-3-601 – Business of governing body conducted only in open meeting.

Utah Code §10-3-607 – Rules of conduct for members of the governing body.

Utah Code §10-3-608 – Rules of conduct for the public

What's Right Washington Terrace City?
Sewage in the Basement...*Are You Kidding Me?*

Frantic, a young couple went into their newly finished basement to confirm their worst suspicions, their basement was flooded with the smell and obvious debris of raw sewage. Not only did they not know how to stop the toilet from running backwards, their children unknowingly added to the deluge while they continued to flush and shower in the home above.

The flooding did stop when the flushing stopped, but not before much of the carpet and flooring were saturated and the homeowners had the certain feeling that this is going to be a bad day. Knowing only the basics, the young couple began to clean up the mess with towels, mops, and a dry vac. Unfortunately, the cleanup was too little, too late for the flooring; carpet and padding had to be removed and the hardwood floor began to buckle from the water damage. Their basement looked like a mini disaster area. Oh yes, it was a very bad day.

Not knowing what to do next, the young couple began the search for remedies to their predicament. Friends and neighbors quickly jumped in to help; one neighbor suggested they hire a roofer service to clear the pipes and see what caused the backup. It was no surprise to the responding plumber to learn that this backup was caused by a common issue, tree roots had grown through a crack in the lateral pipe line restricting the free flow that should have existed. Quite simply, roots were the "root of the problem." This situation was simple to diagnose but not so simple to repair. The family bought some time by having their lateral cleaned; but that did not address the real issue, the costly replacement of their old sewer lateral.

The looming \$8,000.00 cost to repair the sewer lateral stressed the family resources and relationship to the limit. The family searched any and all options to help cover the cost to make the lateral repair, to no avail. With the anxiety of an exhausted bank account, the family turned to their homeowner's insurance, only to learn that sewer and water laterals are not covered under the standard homeowner's plan. In desperation the family finally turned to the city to fund the lateral repairs, but discovered that sewer and water laterals running from the city main to the home are the homeowner's responsibility. UGH!

Nearing their breaking-point, the family then called a local TV news crew to investigate, certain the city was negligent. The investigative reporter visited my office to ask some probing questions to determine fault. This same reporter quickly came to the conclusion that the city held no accountability for the damages to the basement or the repair of the sewer line as it is the homeowner's responsibility to maintain their own laterals. With a friendly smile and an apology, the TV crew packed up their gear and headed back to Salt Lake, finding the city blameless-there was no story.

Fortunately, in the intervening time we found a way that may offer relief in these situations in the future. After careful research and evaluation, Washington Terrace City is now endorsing Service Line Warrantees of America (SLWA) to provide a service line insurance option to protect you in the event of similar situations. While standard homeowner's insurance does not cover sewer or water laterals, SLWA offers a specialty insurance plan that specifically covers damage to lateral lines. SLWA is endorsed by the National League of Cities and Towns, Utah League of Cities and Towns and numerous other cities throughout the nation. I personally called several Utah cities that have endorsed SLWA. I found a clear consensus that the program has worked and is a viable solution to a very frustrating problem.

Sometime in January or February there will be a Service Line Warrantees of America mailing sent to you with our endorsement and city logo. To be clear, the city receives nothing in return for this endorsement; our intent is simply to introduce the option to you. This is an offer that you are free to accept or reject as you wish. If you elect to enlist in the program, you will contact SLWA directly in order to learn more about this service plan.

Your wellbeing is important to us. Every year at least a few families in our city will face a similar unfortunate situation. As a city, we truly care and we want you to have resources you need to protect you and your family. If this service is of interest to you, you may also visit our web page to find more information and a question and answer section that will help you understand our decision to endorse this insurance.

Any day that brings a flood or backup to your home is indeed a bad day, but when properly prepared you can rest assured that your sewer and water laterals are protected. Finding solutions to a messy situation...it's what's right with Washington Terrace City.

For more information call SLWA at 844-257-8795 or go to www.slwofa.com for fast response.

Tom Hanson: City Manager



H03





City of Washington Terrace
Utah

Dear City of Washington Terrace Homeowner;

The City of Washington Terrace has partnered with Service Line Warranties of America (SLWA), a provider of home emergency repair solutions to homeowners nationwide, to offer Exterior Water Service Line Coverage and Exterior Sewer/Septic Line Coverage to Washington Terrace homeowners.

Many homeowners are not aware that they are responsible for certain repairs; for example, many Americans don't know that they are responsible to pay for repairs to water service and sewer/septic lines on their private property. Many homeowners are not prepared to handle the high costs of unexpected water service or sewer/septic line breakdowns.

Optional plans from SLWA can help protect you from the potentially expensive repair costs of water and sewer/septic lines inside and outside your home.

The enclosed information is provided to help you decide whether a plan from SLWA is right for you.

Please visit www.slwofa.com for frequently asked questions and links to additional information. You can also call SLWA toll-free at 1-844-257-8795 for more information, to sign up for coverage, or to opt out of any future SLWA mailings.

The City of Washington Terrace

Information for Washington Terrace Homeowners



<<MR. SAMPLE A SAMPLE_XX>>
<<MAIL_ADDRESS1_XXXXXXXX>>
<<MAIL_ADDRESS2_XXXXXXXX>>
<<MAIL_CITY_XX, ST ZIP>>



Please reply by:
<<Month X, XXXX>>

Dear <<Mr. Sample>>,

Many homeowners are not aware that repairs to the exterior water service or sewer/septic lines that run between your home and the public utility connection are the responsibility of the homeowner.

Water service and sewer/septic lines are subjected to changing soil conditions, ground shifting and corrosion—which may cause a breakdown without warning, leaving you responsible for the cost of repair or replacement. Replacement of these lines can be expensive—costing you thousands of dollars in unforeseen expenses.

The City of Washington Terrace has partnered with Service Line Warranties of America (SLWA) to help eligible homeowners be prepared and have the best possible service in the case of such an emergency. So you're invited to enroll in Exterior Water Service Line Coverage and Exterior Sewer/Septic Line Coverage from SLWA. Accept this *optional* coverage and you'll receive as many service calls as you need up to \$8,500 per call for covered water service or well line repairs, and as many service calls as you need up to \$8,500 per call for covered sewer/septic line repairs (30-day wait includes a money-back guarantee for both) and no deductible. You will also have access to a 24/7, 365-day-a-year emergency repair service hotline. Once you have made your service call, SLWA will take care of your covered repair, dispatching a qualified plumber to your home and paying the bill directly. Peace of mind starting for as little as \$5.25 per month. Your emergency is dealt with and your water service or sewer/septic line is back to normal.

In the event of an emergency, these plans can save you a significant amount of money and the time of finding a plumber, which can be difficult in the best of times. Having these plans also helps eliminate worry, as you can be sure of a professional job completed by local, licensed and insured plumbers. These are the only service line protection programs for homeowners fully supported by the City of Washington Terrace.

Please take the time to read the information on the back of this letter. If you would like to sign up for a plan, simply complete and return the enclosed form or call toll-free 1-844-257-8795. I certainly hope that you never have an exterior water service or sewer/septic line emergency, but if you should ever have a problem, you'll be glad you're covered. These programs are managed by SLWA, and no public funds were used for the mailing of this letter.

For fastest processing, please visit www.slwofa.com.

Sincerely,

Scott Van Stratten
Customer Service / SLWA

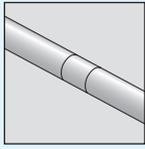
Utility Service Partners Private Label, Inc., known as Service Line Warranties of America ("SLWA"), with corporate offices located at 4000 Town Center Boulevard, Suite 400, Canonsburg, PA 15317, is an *independent company separate from your local utility or community* and offers this optional service plan as an authorized representative of the service contract provider, North American Warranty, Inc., 175 West Jackson Blvd., Chicago, IL 60604. Your choice of whether to participate in this service plan will not affect any service you have with your local utility or community.

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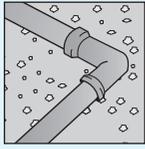
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What would you do in an exterior line emergency?

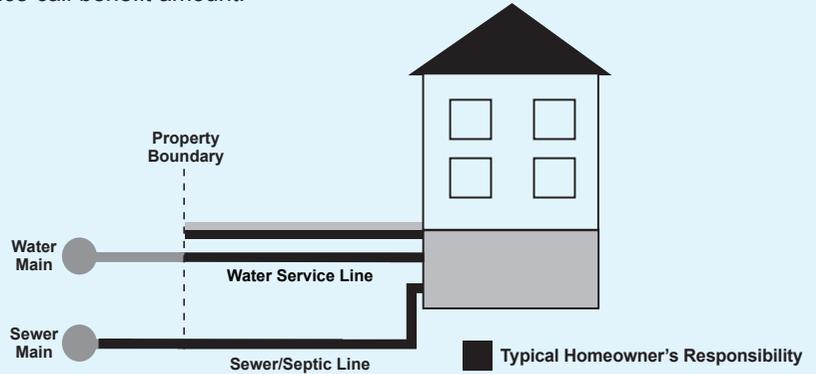
The illustration shows where things may go wrong with your exterior lines and how much a licensed and insured plumber would typically charge customers who don't have coverage. How would you cope if it happened to you? With coverage, it's not something to worry about; you'll have no bill to pay for covered repairs up to the service call benefit amount.



Replace water service line (26–100 ft.)
\$2,585
Plan Members: No Charge*



Replace sewer/septic line (26–75 ft.)
\$3,389
Plan Members: No Charge*



*National average repair costs within the SLWA network as of March 2018. No charge for covered repairs up to the service call benefit amount.

The water and sewer/septic lines beyond the property boundary may be an additional responsibility of the homeowner and are included in this coverage. Septic tanks, leaching fields, pumps or grinders are not covered.

Take A Look At The Benefits You'll Receive	Exterior Water Service Line Coverage	Exterior Sewer/Septic Line Coverage
1. Covered Repairs – Guaranteed for one full year.	✓	✓
2. 24-Hour Emergency Repair Service Hotline – Open 24 hours a day, 365 days a year.	✓	✓
3. Our Promise to You – Simply call SLWA toll-free at 1-844-257-8795 any time, and your coverage can be canceled at your request.	✓	✓

Visit www.slwofa.com to protect your exterior lines
Or call toll-free 1-844-257-8795 | Available: MON-FRI 8AM-8PM | SAT 10AM-4PM EST

Important Questions & Answers

What am I responsible for?

As a homeowner, you are responsible for your exterior water service line and exterior sewer/septic line. If the service lines beyond the property boundary to the main connections are also the responsibility of the homeowner, then they will be covered up to the benefit amount.

Does my homeowners insurance cover this?

As a homeowner, you are responsible for your exterior water service line and exterior sewer/septic line. If the service lines beyond the property boundary to the main connections are also the responsibility of the homeowner, then they will be covered up to the benefit amount.

Does this coverage include well lines?

Yes, coverage provides for repair or replacement of either water service or well lines, as explained in the "What should I know about this coverage?" section.

Who is eligible for coverage?

An owner of both a residential home permanently secured to the ground and the land it is located on may be eligible for coverage. Recreational vehicles or homes on wheels and properties used for commercial purposes are not eligible for coverage. In GA, residential properties containing more than two dwelling units are not eligible. In IA, residential properties containing more than four dwelling units are not eligible. Your property is not eligible if you are aware of any pre-existing conditions, defects or deficiencies with your exterior water service or sewer/septic lines. If you live in a development community with a condominium, co-op or homeowners association, your exterior water service line or exterior sewer/septic line may not be an individual homeowner's responsibility, so please check with your association before accepting this coverage. If you live in a multi-family structure and do not own the entire structure, it will be your responsibility to provide Service Line Warranties of America (SLWA) with a signed release from all other homeowners for any work which may affect their portion of the structure.

What should I know about this coverage?

Coverage is for the following exterior lines, for which you have sole responsibility, that are damaged due to normal wear and tear, not accident or negligence. **Exterior Water Service Line Coverage:** Coverage provides, up to the benefit amount, for the covered cost to repair or replace a leaking, frozen, low pressure, or permanently blocked exterior water service line from your utility's responsibility or external wall of your well casing to the external wall of your home. **Exterior Sewer/Septic Line Coverage:** Coverage provides, up to the benefit amount, for the covered cost to repair or replace a leaking or permanently blocked sewer line that takes wastewater away from the exit point within your home up to your utility's responsibility, or septic line that takes wastewater away from the exit point within your home up to the point of connection to the septic tank on your property.

Not covered: Damage from accidents, negligence or otherwise caused by you, others or unusual circumstances and the product-specific exclusions below. **Exterior Water Service Line Not Covered:** Repair to any water line that branches off the main water service line, and any shared water line that provides service to multiple properties or secondary buildings. Additional exclusions apply. **Exterior Sewer/Septic Line Not Covered:** Septic tanks; leach fields; grinder pumps; lift stations, or any non-conforming drain line, such as a basement or storm drain; repairs to any line that branches off the main line; and lines that provide service to multiple properties or secondary buildings. Additional exclusions apply. Disputes resolved by arbitration, without class action or jury trial, unless otherwise stated in your full Terms and Conditions. To see full Terms and Conditions with complete coverage and exclusion details prior to enrolling call 1-844-257-8795 or go to www.slwaterms.com.

When can I make a service call?

Your plan(s) start the day your form is processed, and there is an initial 30-day waiting period before you can make a service call, giving you 11 months of coverage during the first year. Upon renewal/reactivation (if applicable), you will not be subject to a waiting period.

What is the cancellation policy?

You may cancel either plan within 30 days of your start date for a full refund of the cancelled plan(s) (less any claims paid, where applicable). Cancellations after the first 30 days will be effective at the end of the then-current billing month, and you will be entitled to a prorata refund of the cancelled plan(s) less any claims paid (where applicable). You may also contact SLWA to cancel if you find your utility or municipality provides similar coverage to you at no charge, and you will receive a refund less any claims paid (where applicable).

What is the term of my service agreement?

The plan is annual. For E-Z Pay/Direct Pay, credit card or debit card customers, unless you cancel, your plan automatically renews annually at the then-current renewal price with your same payment terms.

What is E-Z Pay/Direct Pay?

E-Z Pay/Direct Pay is a paperless and stress-free way to pay for your coverage. Payments are automatically debited from the bank/checking account of your choice as your payment becomes due, at no additional cost.

What quality of repair can I expect?

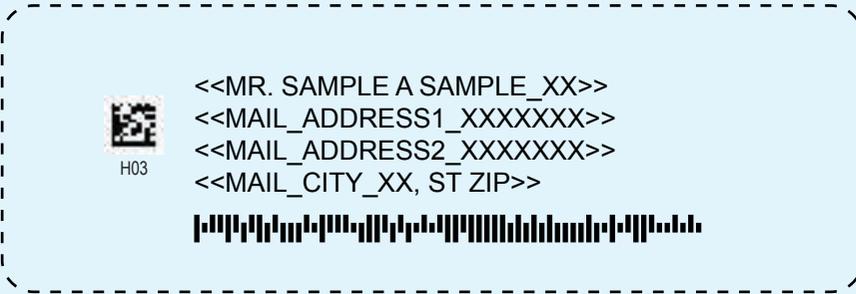
Local, licensed and insured plumbers perform covered repairs, which are guaranteed against defects in materials and workmanship for one year.

Who is SLWA?

SLWA is an independent company, separate from your city, local utility or municipality, providing emergency home repair services and protection solutions to homeowners across the U.S. If you would prefer not to receive solicitations from SLWA, please call 1-844-257-8795.



Please Reply by <<Month X, XXXX>>



Dear <<Mr. Sample>>,

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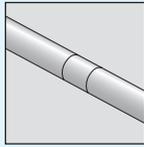
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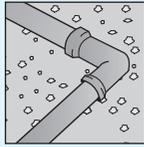
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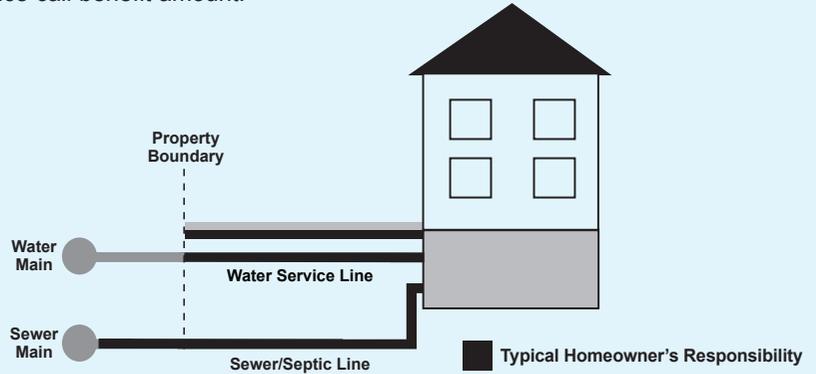
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Visit www.slwofa.com to protect your exterior lines

Or call toll-free 1-844-257-8795 | Available: MON-FRI 8AM-8PM | SAT 10AM-4PM EST

Important Questions & Answers

What am I responsible for?

As a homeowner, you are responsible for your exterior water service line and exterior sewer/septic line. If the service lines beyond the property boundary to the main connections are also the responsibility of the homeowner, then they will be covered up to the benefit amount.

Does my homeowners insurance cover this?

As a homeowner, you are responsible for your exterior water service line and exterior sewer/septic line. If the service lines beyond the property boundary to the main connections are also the responsibility of the homeowner, then they will be covered up to the benefit amount.

Does this coverage include well lines?

Yes, coverage provides for repair or replacement of either water service or well lines, as explained in the "What should I know about this coverage?" section.

Who is eligible for coverage?

An owner of both a residential home permanently secured to the ground and the land it is located on may be eligible for coverage. Recreational vehicles or homes on wheels and properties used for commercial purposes are not eligible for coverage. In GA, residential properties containing more than two dwelling units are not eligible. In IA, residential properties containing more than four dwelling units are not eligible. Your property is not eligible if you are aware of any pre-existing conditions, defects or deficiencies with your exterior water service or sewer/septic lines. If you live in a development community with a condominium, co-op or homeowners association, your exterior water service line or exterior sewer/septic line may not be an individual homeowner's responsibility, so please check with your association before accepting this coverage. If you live in a multi-family structure and do not own the entire structure, it will be your responsibility to provide Service Line Warranties of America (SLWA) with a signed release from all other homeowners for any work which may affect their portion of the structure.

What should I know about this coverage?

Coverage is for the following exterior lines, for which you have sole responsibility, that are damaged due to normal wear and tear, not accident or negligence. **Exterior Water Service Line Coverage:** Coverage provides, up to the benefit amount, for the covered cost to repair or replace a leaking, frozen, low pressure, or permanently blocked exterior water service line from your utility's responsibility or external wall of your well casing to the external wall of your home. **Exterior Sewer/Septic Line Coverage:** Coverage provides, up to the benefit amount, for the covered cost to repair or replace a leaking or permanently blocked sewer line that takes wastewater away from the exit point within your home up to your utility's responsibility, or septic line that takes wastewater away from the exit point within your home up to the point of connection to the septic tank on your property.

Not covered: Damage from accidents, negligence or otherwise caused by you, others or unusual circumstances and the product-specific exclusions below. **Exterior Water Service Line Not Covered:** Repair to any water line that branches off the main water service line, and any shared water line that provides service to multiple properties or secondary buildings. Additional exclusions apply. **Exterior Sewer/Septic Line Not Covered:** Septic tanks; leach fields; grinder pumps; lift stations, or any non-conforming drain line, such as a basement or storm drain; repairs to any line that branches off the main line; and lines that provide service to multiple properties or secondary buildings. Additional exclusions apply. Disputes resolved by arbitration, without class action or jury trial, unless otherwise stated in your full Terms and Conditions. To see full Terms and Conditions with complete coverage and exclusion details prior to enrolling call 1-844-257-8795 or go to www.slwaterms.com.

When can I make a service call?

Your plan(s) start the day your form is processed, and there is an initial 30-day waiting period before you can make a service call, giving you 11 months of coverage during the first year. Upon renewal/reactivation (if applicable), you will not be subject to a waiting period.

What is the cancellation policy?

You may cancel either plan within 30 days of your start date for a full refund of the cancelled plan(s) (less any claims paid, where applicable). Cancellations after the first 30 days will be effective at the end of the then-current billing month, and you will be entitled to a prorata refund of the cancelled plan(s) less any claims paid (where applicable). You may also contact SLWA to cancel if you find your utility or municipality provides similar coverage to you at no charge, and you will receive a refund less any claims paid (where applicable).

What is the term of my service agreement?

The plan is annual. For E-Z Pay/Direct Pay, credit card or debit card customers, unless you cancel, your plan automatically renews annually at the then-current renewal price with your same payment terms.

What is E-Z Pay/Direct Pay?

E-Z Pay/Direct Pay is a paperless and stress-free way to pay for your coverage. Payments are automatically debited from the bank/checking account of your choice as your payment becomes due, at no additional cost.

What quality of repair can I expect?

Local, licensed and insured plumbers perform covered repairs, which are guaranteed against defects in materials and workmanship for one year.

Who is SLWA?

SLWA is an independent company, separate from your city, local utility or municipality, providing emergency home repair services and protection solutions to homeowners across the U.S. If you would prefer not to receive solicitations from SLWA, please call 1-844-257-8795.



City of Washington Terrace
Redevelopment Agency Meeting
Tuesday, January 21, 2020
following the Regular City Council Meeting
City Hall Council Chambers
5249 South 400 East, Washington Terrace City

1. **ROLL CALL**

2. **INTRODUCTION OF GUESTS**

3. **CONSENT ITEMS**

Any point of order or issue regarding items on the Agenda or the order of the agenda need to be addressed here prior to the approval of the agenda.

3.1 **APPROVAL OF AGENDA**

3.2 **APPROVAL OF MEETING MINUTES FROM JANUARY 7, 2020**

4. **NEW BUSINESS**

4.1 **PRESENTATION: REDEVELOPMENT AGENCY ANNUAL REPORT**

5. **COMMENTS CONSIDERED**

6. **ADJOURNMENT OF MEETING: CHAIR ALLEN**

CERTIFICATE OF POSTING

I, Amy Rodriguez, The undersigned duly appointed City Recorder of the City of Washington Terrace do hereby certify that the above agenda was posted in three public places within the City limits and sent to the *Standard Examiner* at least 24 hours prior to the meeting.

For Packet Information, please visit our website at www.washingtonterracecity.org

1 City of Washington Terrace

2
3 Minutes of a Redevelopment Meeting
4 Held on January 7, 2020
5 following the Regular City Council Meeting
6 City Hall, 5249 South 400 East, Washington Terrace City,
7 County of Weber, State of Utah
8

9 **CHAIR, BOARD, AND STAFF MEMBERS PRESENT**

- 10 Chair Allen
11 Board Member Seal
12 Board Member Brown
13 Board Member Weir
14 Vice- Chair Barker
15 Board Member West
16 Public Works Director Jake Meibos
17 Public Works Supervisor Denzil Remington
18 City Manager Tom Hanson
19 City Recorder Amy Rodriguez
20

21 **Others Present**

22 Mike Lawrence, Amy Miller
23

24 **1. ROLL CALL**

25
26 **2. INTRODUCTION OF GUESTS**

27
28 **3. CONSENT ITEMS**

29 **3.1 APPROVAL OF AGENDA**

30 **3.2 APPROVAL OF MEETING MINUTES FROM DECEMBER 3, 2019**

31 Items 3.1 and 3.2 were approved by general consent.
32

33 **4. RECURRING BUSINESS**

34
35 **4.1 DISCUSSION/ACTION: CONSIDERATION OF INCENTIVE OFFER FOR**
36 **GOLDENWEST CREDIT UNION PROPERTY DEVELOPMENT**

37 Hanson explained that the Credit Union is in the Southeast Area RDA
38 He stated that half of the property tax that the taxing entities in that area receives comes to the
39 City to fund the RDA. He stated that the City uses these funds to help support the area and bring
40 in other projects. He stated that there are funds used in the RDA to help projects come along
41 within that area.

42 Hanson stated that Golden West Credit Union bought the property south of the water tank. He
43 stated that they would like to build a complex on that property. They would like to bring their
44 construction date forward. Hanson stated that the new buildings will help bring up the tax base.

45 Hanson stated that a legal team reviewed the project. They stated that the project is one of the
46 cleanest projects to build. Hanson stated that a performa was performed to establish the jobs that
47 this project will bring in, the improvements it will bring to the area, and the tax base.

48
49 Hanson stated that once the building is built, the taxes paid back to the taxing entities in the RDA
50 area will be \$335,000 a year. Hanson stated that when we consider our incentive, we need to
51 consider what they are paying all entities because the city is representing all taxing entities in the
52 RDA area. Hanson stated that the Board must look at what it is worth to the City to get the
53 project moving quickly.

54 Hanson stated that the numbers show that there will be a five million dollar return on this
55 investment at 15 years. The property currently is paying \$12,000 a year.

56
57 Hanson stated that he believes that an incentive of no less than a million dollar is reasonable.
58 Council Member Brown stated that this opportunity is one of the best things that has come along
59 in a long time and that we should do whatever we need to do to help move them along. He stated
60 that it is money that is well spent. Hanson stated that Golden West is very intentional in keeping
61 their headquarters local and here in the Terrace. Board Member Seal stated that one of the
62 reasons that they are not going to Salt Lake is because it will cost them a lot more. He cautioned
63 that we don't rush into anything. Hanson stated that the incentive will not be paid out until after
64 the project is built. He stated that our attorney will set up the legal document that binds them to
65 stay in the future. He stated that we do not pay anything up front because too many projects have
66 gone bad throughout the state.

67
68 Hanson stated that the strategy is to keep some of our 2.3 million available in case another
69 project comes into the area in which we would like to incentivize. Hanson stated that the
70 investment amount from Goldenwest is 26 million. Hanson stated that he is comfortable giving a
71 million dollars in incentives with a cap of \$200,000 for infrastructure and items of the like.
72 Board Member West stated that if we could get an incremental increase of \$100,000 each year,
73 the 1.2 incentive would be fair. Hanson stated that the 1.2 would include "incidentals". Hanson
74 will work with our legal team on the document. He would like that the motion be authorization
75 of an incentive of 1.2 million to be paid out of the completion of the construction of the project.

76
77 **Motion by Board Member Barker**
78 **Seconded by Board Member West**
79 **To authorize an incentive of 1.2 million to Golden West Credit Union to be paid**
80 **Out of the completion of the construction of the project**
81 **Approved unanimously (5-0)**

82
83 **5. COMMENTS CONSIDERED**
84 There were no other comments to consider.

85
86 **6. ADJOURNMENT OF MEETING: CHAIR ALLEN**
87 **Chair Allen adjourned the meeting at 8:12 p.m.**

88
89
90
91 _____
Date Approved **City Recorder**

Annual Report
Washington Terrace Redevelopment Agency
Fiscal Year Ending June 30, 2019

Governing Board

Mark C. Allen	Chair/Board Member	Mayor
Scott Barker	Board Member	Council Member
Blair Brown	Board Member	Council Member
Scott Monsen	Board Member	Council Member
Larry Weir	Board Member	Council Member
Jeff West	Board Member	Council Member

Executive Staff

Thomas Hanson	Executive Director	City Manager
Amy Rodriguez	Secretary	City Recorder

5249 South 400 East
Washington Terrace, UT 84405
801.393.8681
www.washingtonterracecity.com

AGENCY ESTABLISHMENT

On March 25, 1987, the City Council of the City of Washington Terrace established, by Ordinance 2-87, the Redevelopment Agency of Washington Terrace designating the legislative body as the Redevelopment Agency of the City pursuant to the Utah Neighborhood Development Act, Section 11-19-3 of the Utah Code Annotated, 1953, as amended.

AGENCY PURPOSE

The City Council determined it necessary to create the Agency to preserve and further promote the continued peace, health, safety, welfare, and good of the City. The Agency has thereby been entrusted to use its authority to further and accomplish the redevelopment needs identified in the redevelopment plans while promoting the best interest of the City that include expanding and developing a strong tax base within the project areas.

PROJECT AREAS

Project Area #1 Central Business District (CBD)

On August 5, 1987, the City of Washington Terrace adopted, by Ordinance 7-87, the Central Business District (CBD) Redevelopment Plan and the first official redevelopment plan of the City. The Plan dated June 29, 1987, acts as the official redevelopment plan for the project area



Image (above) CBD Project Area - Intersection at 4600 and 4700 South

The purpose of the plan is intended to accomplish the following areas as primary redevelopment objectives within the project area:

- Removal of structurally substandard buildings to permit the return of the project area land to economic use and new construction.
- Removal of impediments to land disposition and development through assembly of land into reasonably size and shape parcels served by improved public utilities and new community facilities.
- Rehabilitation of buildings to assure sound long term economic activity in the core area of Washington Terrace City.
- The elimination of environmental deficiencies, including, among others, small and irregular lot subdivision, overcrowding of the land and inadequate off-street parking.
- Achievement of an environment reflecting a high level of concern for architectural and urban design principles developed through encouragement, guidance, appropriate controls and professional assistance to owner participants and redevelopers.
- Implement the tax increment financing provisions of the Utah Neighborhood Development Act.
- The strengthening of the tax base and economic health of the entire community and of the State of Utah.
- Provisions for improvements to public streets, curbs and sidewalks, other public rights-of-way, street lights, landscape area, public parking and other public improvements.

Project Area #2 Southeast

On November 18, 1987, the City of Washington Terrace adopted, by Ordinance 6-87, the Southeast Redevelopment Plan. The Plan, dated September 21, 1987, acts as the official redevelopment plan for the project area. The Project Area Plan set to expire in 2015 was approved for an extension of an additional timeframe of 10 years.

The purpose of the plan and the associated extension is intended to accomplish the following areas as primary redevelopment objectives within the project area:

- Removal of structurally substandard buildings to permit the return of the project area land to economic use and new construction.
- Removal of impediments to land disposition and development through assembly of land into reasonably size and shape parcels served by improved public utilities and new community facilities.
- Rehabilitation of buildings to assure sound long term economic activity in the core area of Washington Terrace City.
- The elimination of environmental deficiencies, including, among others, small and irregular lot subdivision, overcrowding of the land and inadequate off-street parking.
- Achievement of an environment reflecting a high level of concern for architectural and urban design principles developed through encouragement, guidance, appropriate controls and professional assistance to owner participants and redevelopers.
- Implement the tax increment financing provisions of the Utah Neighborhood Development Act.
- The strengthening of the tax base and economic health of the entire community and of the State of Utah.
- Provisions for improvements to public streets, curbs and sidewalks, other public rights-of-way, street lights, landscape area, public parking and other public improvements.
- Provisions for underground utility improvements including water, sewer, and storm water improvements to develop greater efficiencies in the utility system.
- Research, develop and promote undeveloped and or underutilized properties within the RDA to businesses and or organization's that may find the area suitable for business expansion and construction.



Image (above) Adams Avenue

On October 5, 2015, the Taxing Entity Committee of the Washington Terrace Community Development and Renewal Agency found it necessary to extend the collection of tax increment from the Southeast Urban Renewal Area for a period of ten years or not to exceed \$5.78 million in tax increment.



The Southeast Urban Renewal Area Project Area Plan Extension desires to use additional increment funding to prepare infrastructure that will allow for an encourage development in the portions of the project area were redevelopment has not occurred and the use of increment for developer incentives to accelerate the development of the southern project area.

Image (above) – northern Southeast Project Area

ASSESSMENT OF GROWTH OF INCREMENTAL VALUES

Central Business District (CBD)

For calendar tax year 2017, total taxable value of \$5,704,005 *increased* by 5.2% or \$279,415 compared to \$5,424,590 reported in 2016. Marginal value (taxable less base value) increased from \$2,934,917 to \$3,214,332 or \$279,415.

Taxable real property land values of \$1,641,830 experienced the greatest increase of 16.8% or \$236,699 compared to 2016. Real property, buildings, taxable values *increased* by 1.3% or \$48,715 moving from \$3,780,880 in 2016 to \$3,829,595 in 2017. Taxable personal property *decreased* by 11% or \$11,339 moving from \$98,744 in 2016 to \$87,405 in 2017. Centrally assessed values increased by 3.8% moving from \$139,417 in 2016 to \$145,175 in 2017.

Forecasts for 2018 estimate taxable and marginal growth at 2% or \$114,080.

In 2012, the *CBD* project area experienced an additional 5% haircut adjustment reducing the incremental value from 75% to 70% of marginal value. In 2017, a haircut adjustment occurred reducing the incremental value from 70% to 60% of marginal value. As a result, in 2017 taxable value increased by 5.2% while increment available and paid decreased by 6.4%, decreasing from \$29,173 in 2016 to \$27,318 in 2017.

In 2013, total taxable and therefore marginal value increased by 7% or \$319,594. This is the strongest growth period CBD has experienced since 2008. In 2008, the CBD taxable values increased by 10% or \$406,953 from the prior year. Said growth is attributed to new growth *and* an increase in values. Increases in taxable value are projected to average 2% annually through the remaining life of the project area.

Southeast

For calendar year 2017, total taxable value has peaked at \$73,479,171 while marginal value of \$72,217,968 *increased* by 4.6% or \$3,206,497 compared to taxable value of \$70,272,674 and marginal value of \$69,011,471 in 2016. Actual values reported in 2017 exceeded the original forecast by 1.5% or \$1,059,341.

Taxable real property land values *increased* by 4.5% or \$727,477 in 2017 reaching \$16,925,674. The greatest change in values was reported in real property for buildings *increasing* by 5.3% or \$2,709,406 reaching \$53,503,361. Personal property values *decreased* by 9.4% or \$256,477. Centrally assessed property *increased* by 4.7% or \$26,091.

Forecasts for 2018 estimate that values will grow by approximately 0%. For years beyond 2018 growth is estimated at 3% annually. These growth estimates are being attributed to new commercial development, renovations, and market adjustments.

Values have *increased* by 10.4% or \$6,907,621 between 2013 and 2017 with the greatest increase in values occurring in 2016 increasing by 4.6% or \$3,102,743.

DESCRIPTION OF TAX INCREMENT RECEIPTS AND PASS THROUGH

The *CBD* project area, between 2013 and 2017, has averaged \$27,176 in increment available and paid to the agency. Estimated increment to be available for 2018 is \$28,288.

Beginning in 2012, the percent of tax increment haircut adjusted changed was reduced from 75% to 70% of the marginal value. Increment available and paid to the agency in 2012 was \$22,771 compared to \$23,537 in 2011.

The next haircut adjustment occurred in 2017, decreasing from 70% to 60% then remains at 60% until the project area expires in 2021. In 2017, while values *increased* by 5.2%, increment paid and available *decreased* by 5.4%.

The *Southeast* project area, between 2013 and 2017, has averaged \$554,798 in increment available and paid to the agency.

The haircut adjustment decreased from 60% in 2015 to 50% in 2016. Beginning in 2016, the haircut decreased to 50% for a term of 10 years as part of the Southeast extension agreement. Estimated increment available for 2018 is \$535,046, up from \$511,997 reported in 2017.

The use of the tax increment will be used to further the redevelopment objectives identified in the plans.

Washington Terrace Community Development and Renewal Agency	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Forecast	2017 Actual
CENTRAL BUSINESS DISTRICT (CBD) #1						
Total Taxable Value:	\$ 4,892,595	\$ 5,035,680	\$ 5,148,777	\$ 5,424,590	\$ 5,478,836	\$ 5,704,005
Base Year Taxable Value (1987):	\$ 2,489,673	\$ 2,489,673	\$ 2,489,673	\$ 2,489,673	\$ 2,489,673	\$ 2,489,673
Marginal Value	\$ 2,402,922	\$ 2,546,007	\$ 2,659,104	\$ 2,934,917	\$ 2,989,163	\$ 3,214,332
% of Adjusted Tax Increment (haircut)	70%	70%	70%	70%	60%	60%
Incremental Value	\$ 1,682,045	\$ 1,782,205	\$ 1,861,373	\$ 2,054,442	\$ 1,793,498	\$ 1,928,599
Total Increment Available and Paid	\$ 25,879	\$ 26,440	\$ 27,070	\$ 29,173	\$ 25,468	\$ 27,318
<i>Increment from Wash. Terrace City</i>	5,046	5,162	5,299	5,822	5,094	5,405
<i>Increment from Other Taxing Entities</i>	20,833	21,278	21,771	23,351	20,374	21,913
Project Area Expiration (Calendar Year)	2021	2021	2021	2021	2021	2021
SOUTHEAST #2				SOUTHEAST #2 EXTENSION		
Total Taxable Value:	\$ 66,571,550	\$ 67,755,468	\$ 67,169,931	\$ 70,272,674	71,332,015	73,479,171
Base Year Taxable Value (1987):	\$ 1,261,203	\$ 1,261,203	\$ 1,261,203	\$ 1,261,203	\$ 1,261,203	\$ 1,261,203
Marginal Value	\$ 65,310,347	\$ 66,494,265	\$ 65,908,728	\$ 69,011,471	\$ 70,070,812	\$ 72,217,968
% of Adjusted Tax Increment (haircut)	60%	60%	60%	50%	50%	50%
Incremental Value	\$ 39,186,208	\$ 39,896,559	\$ 39,545,237	\$ 34,505,736	\$ 35,035,406	\$ 36,108,984
Total Increment Available and Paid	\$ 603,666	\$ 592,086	\$ 575,648	\$ 490,591	\$ 519,190	\$ 511,997
<i>Increment from Wash. Terrace City</i>	117,715	116,710	111,433	97,815	103,515	100,480
<i>Increment from Other Taxing Entities</i>	485,951	475,376	464,215	392,777	415,675	411,517
Project Area Expiration (Calendar Year)	2015	2015	2015	2025	2025	2025

Washington Terrace Community Development and Renewal Agency 2019

Washington Terrace Community Development and Renewal Agency	2018	2019	2020	2021	2022	2023	2024	2025
	Forecast							
CENTRAL BUSINESS DISTRICT (CBD) #1								
Total Taxable Value:	\$ 5,533,624	\$ 5,588,961	\$ 5,644,850	\$ 5,701,299				
Base Year Taxable Value (1987):	\$ 2,489,673	\$ 2,489,673	\$ 2,489,673	\$ 2,489,673				
Marginal Value	\$ 3,043,951	\$ 3,099,288	\$ 3,155,177	\$ 3,211,626				
% of Adjusted Tax Increment (haircut)	60%	60%	60%	60%				
Incremental Value	\$ 1,826,371	\$ 1,859,573	\$ 1,893,106	\$ 1,926,975				
Total Increment Available and Paid	\$ 25,934	\$ 26,406	\$ 26,882	\$ 27,363				
<i>Increment from Wash. Terrace City</i>	5,187	5,281	5,376	5,473				
<i>Increment from Other Taxing Entities</i>	20,748	21,125	21,506	21,890				
Project Area Expiration (Calendar Year)	2021	2021	2021	2021				
SOUTHEAST #2 EXTENSION								
Total Taxable Value:	73,471,976	75,676,135	77,946,419	80,284,812	82,693,356	85,174,157	87,729,382	90,361,263
Base Year Taxable Value (1987):	\$ 1,261,203	\$ 1,261,203	\$ 1,261,203	\$ 1,261,203	\$ 1,261,203	\$ 1,261,203	\$ 1,261,203	\$ 1,261,203
Marginal Value	\$ 72,210,773	\$ 74,414,932	\$ 76,685,216	\$ 79,023,609	\$ 81,432,153	\$ 83,912,954	\$ 86,468,179	\$ 89,100,060
% of Adjusted Tax Increment (haircut)	50%	50%	50%	50%	50%	50%	50%	50%
Incremental Value	\$ 36,105,387	\$ 37,207,466	\$ 38,342,608	\$ 39,511,805	\$ 40,716,077	\$ 41,956,477	\$ 43,234,090	\$ 44,550,030
Total Increment Available and Paid	\$ 535,046	\$ 551,377	\$ 568,199	\$ 585,525	\$ 603,372	\$ 621,753	\$ 640,686	\$ 660,187
<i>Increment from Wash. Terrace City</i>	107,009	110,275	113,640	117,105	120,674	124,351	128,137	132,037
<i>Increment from Other Taxing Entities</i>	428,037	441,102	454,559	468,420	482,698	497,402	512,549	528,150
Project Area Expiration (Calendar Year)	2025	2025	2025	2025	2025	2025	2025	2025

DESCRIPTION OF ACTIVITY

Central Business District (CBD)

The *CBD* project area has benefited from redevelopment activities that include infrastructure improvements that service the project area and private development incentives/loans. Projects completed include 2001-2004 OTIS Project that included road and utility reconstruction and 300 West reconstruction projects.



Image (above) Southeast Project Area - Adams Ave. between Washington Blvd. and 5600 South

These projects have been instrumental in responding to the traffic and development needs that service and support the project area.

Future redevelopment projects and investments are currently being considered and evaluated to determine the best use of current and future increment collected, while furthering the objectives identified in the plans that include growth in property tax values and protection of the local tax base.

Southeast

The *Southeast* project area has benefited from redevelopment activities that include infrastructure improvements and private development incentives/loans and agreements. Such incentives have been approved for the future Golden West Credit Union campus expansion on the south end of the RDA and the construction of the Northern Wasatch Realtors Association headquarters. Both project incentives will be funded upon the successful completion of each respective project. Infrastructure projects completed include: the Adams Avenue corridor expansion and extension, land acquisition, street construction, and installation of utilities and other improvements; South Pointe Center project development including street construction and installation of utilities and other improvements. In 2003, the Agency issued \$2,490,000 of tax increment revenue & refunding bonds to provide the financing necessary to carry out the above projects. Said bonds fully matured in Fiscal Year 2015.

These projects have been instrumental in responding to the infrastructure and development needs that service and support the project area. Future activities within the project area will be used to further the objectives identified in the plans that include growth in property tax values and protection of the local tax base.

In addition to infrastructure improvements and specific incentives for planned building projects, the RDA is actively pursuing the development of multi-story office buildings and land agreements with property owners within the RDA.



Image (above) Southeast Project Area - South Pointe Center

The RDA board and Washington Terrace City staff worked cooperatively and successfully with Ogden Regional Medical Center to help facilitate the demolition and future reconstruction of the medical building located at 425E 5350S. The medical building will have a larger footprint and will expand from a three-story building to a four-story structure resulting in and higher taxable value.

In order to make the medical building project more viable and improve accessibility to the building, the RDA approved the reconstruction of 5350 South roadway. The project will accommodate a higher traffic rating and curb appeal thus improving the viability of the medical building project. With the state-wide emphasis on clean air, mass transit and the implementation of alternative transportation, the reconstruction project will help support a mass transit component thus supporting the hospitals need for diverse accessibility to its facilities.

Follow-up on the Ogden Regional Medical Center project. The new medical center construction project is underway and according to ORMC, will see completion by June of 2020. The taxable value of this project is anticipated to reflect the construction cost of \$7,271,601. However, this valuation may be altered in the future as a result of market research. It is interesting to note that the valuation of the medical building was removed in from the tax rolls in 2014 because of the medical building disrepair and general abandonment. At the time of the devaluation, the specific land value of the medical center was rolled into the land value of the ORMC overall property valuation. Therefore, one should anticipate seeing an increase of over seven million dollars to the RDA taxable value in 2021.

As a result of the Golden West Credit Union land purchase on Adams Avenue, the owners of the remaining land elected to develop the new 5600 South street which will open up the developable property along the 5600 South corridor. This corridor will access both commercial and residential

properties allowing for the more rapid development of the available land thus improving the future taxable value in the area. No incentives were used for the construction of the 5600 South Street. However, the RDA and surrounding area will benefit as a result of its construction and subsequent positive impact in the RDA area.

At this time Goldenwest Credit Union management and Washington Terrace City are currently in discussions to incentivize a new credit union administration building with a projected value of over \$17,000,000.00. This project is in the early stages of development and negotiation, none the less it is noteworthy that this project will be a significant boost to the RDA and future boost to taxing entities. The RDA team of Washington Terrace City are working diligently to encourage fiscally viable investors to consider Washington Terrace City as an attractive location for future office building construction.

REVISED MULTI-YEAR TAX INCREMENT BUDGET

Redevelopment Agency Fund 70: Requirements

Major Object	2017 Actual	2018 Actual	2019 Budget	2020 Plan	2021 Plan	2022 Plan	2023 Plan
Personnel	15,860	15,808	16,800	16,800	16,800	16,800	16,800
Materials, Supplies, and Services	817	2,725	2,800	2,800	2,800	2,800	2,800
Capital outlay	242,383	28,085	2,358,524	534,626	549,960	565,736	564,837
Interfund Transfers & Charges	5,652	6,327	22,194	23,624	25,112	26,662	27,561
Total Requirements	\$ 264,712	\$ 52,946	\$ 2,400,318	\$ 577,850	\$ 594,672	\$ 611,998	\$ 611,998
<i>\$ change from prior period</i>	<i>\$ (1,637,650)</i>	<i>\$ (211,766)</i>	<i>\$ 2,347,372</i>	<i>\$ (1,822,468)</i>	<i>\$ 16,822</i>	<i>\$ 17,326</i>	<i>\$ -</i>
<i>% change from prior period</i>	<i>-86%</i>	<i>-80%</i>	<i>4434%</i>	<i>-76%</i>	<i>3%</i>	<i>3%</i>	<i>0%</i>

Redevelopment Agency Fund 70: Resources

Major Object	2017 Actual	2018 Actual	2019 Budget	2020 Plan	2021 Plan	2022 Plan	2023 Plan
Intergovernmental	738,391	566,240	884,332	577,850	594,672	611,998	611,998
Other Revenue	10,620	26,963	-	-	-	-	-
Total Resources	\$ 749,011	\$ 593,203	\$ 884,332	\$ 577,850	\$ 594,672	\$ 611,998	\$ 611,998
<i>\$ change from prior period</i>	<i>\$ (1,387,587)</i>	<i>\$ (155,808)</i>	<i>\$ 291,129</i>	<i>\$ (306,482)</i>	<i>\$ 16,822</i>	<i>\$ 17,326</i>	<i>\$ -</i>
<i>% change from prior period</i>	<i>-65%</i>	<i>-21%</i>	<i>49%</i>	<i>-35%</i>	<i>3%</i>	<i>3%</i>	<i>0%</i>

Ending Fund Balance	\$ 1,492,544	\$ 2,032,801	\$ 516,816				
SE Ending Fund Balance	1,286,470	1,800,632	490,706	490,706	490,706	490,707	490,707
CBD Ending Fund Balance	206,074	232,169	26,110	26,110	26,110	26,110	26,110