



Regular City Council Meeting

Tuesday, February 6, 2018

City Hall Council Chambers

5249 South 400 East, Washington Terrace City

801-393-8681

www.washingtonterracecity.com

1. WORK SESSION:COUNCIL FIELD TRIP TO EVALUATE INFRASTRUCTURE 5:00 PM

Council will meet at City Hall and then tour the City while discussing infrastructure conditions.

2. ROLL CALL 6:00 P.M.

3. PLEDGE OF ALLEGIANCE

4. WELCOME

5. CONSENT ITEMS

5.1 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.

5.2 APPROVAL OF JANUARY 16, 2018, MEETING MINUTES

5.3 APPOINTMENT OF COUNCIL MEMBER MONSEN TO SERVE AS REPRESENTATIVE ON THE UTAH LEGISLATIVE POLICY COMMITTEE

5.4 APPOINTMENT OF COUNCIL MEMBER BROWN TO SERVE AS BOARD MEMBER ON THE WEBER MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES

5.5 APPOINTMENT OF MAYOR ALLEN TO SERVE AS A BOARD MEMBER ON THE WEBER SEWER DISTRICT BOARD

6. 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.

7. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN

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.

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.

8. NEW BUSINESS

8.1 PRESENTATION: OPEN MEETINGS AND ANTI-DISCRIMINATION TRAINING

Attorney Bill Morris will present the annual training to Council and members of the Planning Commission

8.2 PRESENTATION: QUARTERLY FINANCE REPORT

A presentation regarding financial activity during Oct-Dec 2017.

8.3 PRESENTATION: QUARTERLY FIRE DEPARTMENT REPORT

A presentation regarding activity during Oct-Dec 2017

8.4 DISCUSSION/MOTION ORDINANCE 18-01:AMENDING THE OFF-STREET PARKING REGULATIONS SET FORTH IN CHAPTER 17.52.030 OF THE MUNICIPAL CODE

The ordinance amends code regarding off-street parking in relation to Garage/Auto Service Shops.

8.5 DISCUSSION/MOTION ORDINANCE 18-02: AMENDING THE VARIOUS PARKING REGULATIONS SET FORTH IN SECTION 1.12.040 AND SECTION 1.12.040 OF THE MUNICIPAL CODE

The ordinance amends code regarding parking regulations commercial vehicles, with changes to the tow truck parking regulations.

8.6 MOTION: APPROVAL OF CITY CONTRIBUTION AMOUNT FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION

Approval from Council to commit to funding the grant match required for a CDBG grant application for Water Tank #1 upgrades, seismic upgrades, and a SCADA system install for the 2018 grant year.

8.7 MOTION: APPROVAL OF CITY CONTRIBUTION AMOUNT FOR R.A.M.P. GRANT APPLICATION

Approval from Council to commit to funding the grant match required for two RAMP grant application for The 2018 funding cycle.

8.8 DISCUSSION/DIRECTION: TO DISCUSS VALUES OF RECYCLABLE MATERIALS AND IMPACT

Discussion on recyclable material values and how it impacts the City and recyclable 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.

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11. UPCOMING EVENTS

Feb 19th: City offices closed for President's day
Feb 20th: City Council Work Session 5:00 p.m.
Feb 20th : City Council Meeting 6:00 p.m.
Feb 22nd: Planning Commission Meeting 6:00 p.m.

12. ADJOURN THE MEETING: MAYOR ALLEN

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City of Washington Terrace

Minutes of a Regular City Council meeting
Held on January 16, 2018
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

10 **1. WORK SESSION: FIRE AND AMBULANCE STRATEGY PLANNING 5:00 P.M.**

11
12 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT AT WORK SESSION**

13 Mayor Mark C. Allen
14 Council Member Scott Monsen joined via electronic means
15 Council Member Blair Brown
16 Council Member Larry Weir
17 Council Member Scott Barker
18 Council Member Jeff West
19 City Manager Tom Hanson
20 City Recorder Amy Rodriguez
21 Public Works Director Steve Harris
22 Chief Kasey Bush
23 Finance Director Shari' Garrett
24 Lt. Jeff Pledger

25
26 **Others Present**

27 None

28
29 Hanson stated that there are challenges with the Fire operations. He stated that he would like input on
30 where the City needs to go from here.

31 Chief Bush outlined some of the challenges with Fire operations.

32 He stated that the call numbers are increasing each year averaging over 19 calls per week in 2016, (3 calls
33 per day). Hanson stated that some of the trends are medical components, as well as more people calling
34 911 for emergencies. Bush stated that South Ogden is averaging 5.8 calls per day, in comparison to 2.8
35 per day for Washington Terrace. He noted that per capita comparisons put the City on par with South
36 Ogden City and Riverdale City. Bush stated that the nursing homes in the City equate to around 40
37 percent of our calls.

38 Bush then spoke on pay comparisons with neighboring cities, noting that South Weber and Plain City are
39 transitioning to part time with 12.00 an hour. He stated that Riverdale and South Ogden average \$14-\$18
40 an hour. He stated that Washington Terrace pays \$4.00 an hour. Bush stated that recruitment is very low.
41 Bush stated that money is a key element for retention, stating that we lose volunteers each year as they
42 transition out.

43 Bush stated that the options for sustainability are:

- 44 1. Leave it as it is
- 45 2. Invest in ambulance service to help offset costs.
- 46 3. SAFER grant application
- 47 4. Fire District Consolidation

48 5. Lease space to Ogden

49
50 Hanson stated that Riverdale and South Ogden are researching a Consolidated Fire District, with
51 Washington Terrace joining as an option. Hanson stated that the biggest challenge is that we are running
52 a full time department with a volunteer force. He stated that the numbers support a full time department.
53 He stated that many of the firefighters do not live in the City. He stated that Public Safety is one of the
54 core functions of the City.

55 Council Member Brown stated that it is unfortunate that we cannot work together with South Ogden and
56 economize. Hanson stated that even if we consolidated with the other cities, we need to be able to operate
57 on a volunteer basis. Hanson stated that we need to change things on recruitment and retention.

58 Bush stated that there are manpower and staffing challenges. He stated that he is looking at investing in
59 an ambulance. Bush stated that without the addition of an ambulance, tax rates would increase by 57%
60 per year (\$97 per year) to generate the funds needed to support a part time department. He stated that
61 with the addition of an ambulance service, taxes would increase by 24% (\$24 per year).

62 Hanson stated that the ambulance is picking up a portion of the cost of having people on shift. Bush
63 stated that nursing home calls came in at 986 in 2016. He stated that the collection rate that was run
64 during the study is at 42 percent for ambulance calls. He stated that \$318,000 would have been brought in
65 this year, with operating expenses at \$397,805. The total impact would net (\$141,372). This is assuming
66 that the transport growth is 3 percent. He stated that we could break even by 2030. Bush stated that the
67 billing would have to be contracted out. Bush stated that the liability is the same for an ambulance as it is
68 for a transport now. Hanson stated that there is an increase risk and exposure to the City. Bush stated that
69 our department now are all trained to be on an ambulance. Hanson stated that they are trained, but the
70 service is non-billable. He stated that Ogden Ambulance service shows up and they receive the revenue
71 even if Washington Terrace did the initial work on the patient.

72 Bush stated that if the growth is assumed at 6.5 growth, the City would break even by 2023. Bush stated
73 the equipment would depreciate per year and it is built into the capital costs. He stated that the ambulance
74 would probably need to be replaced every five years.

75 Council Member Brown asked what qualifies Zion's Bank to provide insight to us on this subject. Bush
76 stated that they have staff who have set up several Fire District Consolidations and have run the numbers
77 for them. Hanson stated that the consultants who specialize in Fire Services charge around \$50,000.

78 Hanson stated that Zion's Bank may not be good strategists, however, their strength lies in gathering data
79 and working with the numbers.

80 Bush stated that Clinton City is the closest comparison to our city in regards to calls and area. He stated
81 that they have a full time department and still come up around \$30,000 short each year.

82 Hanson stated that if we join a district, the city will have to pay the margin to provide public services to
83 the City (either fee based or tax based).

84
85 Hanson stated that there are two questions he asks of Council:
86 How does want Council want us to manage fire moving forward?
87 How do they want us to pay for it?

88
89 Council Member Brown asked if there is a way for us to recoup some of the money from the nursing
90 homes. Hanson stated that the business license is hefty for the nursing homes, however, those funds are
91 put into the general fund.

92
93 Bush stated that an ambulance would create a higher level of service. He stated that having our own
94 ambulance would provide a quicker transport for critically ill patients. Hanson stated that he realizes that

95 it would be a huge impact on the City and residents. Hanson stated that once we go full time, there is no
96 turning back to a volunteer department.
97 Mayor Allen stated that he does not want to run a department on grants. He stated that we need to be
98 cautious as to whom we consolidate as their tastes may run higher. Bush stated that we would control our
99 own ambulance license in the City, as opposed to Ogden controlling it now. Bush stated that if Ogden
100 City fights us on the license, we would have to pay mediation and it would take a little longer. Bush
101 stated that the license fee is around \$600. Hanson stated that if we have the license, we would have to use
102 it in some way. Bush stated that we would have to try our own service.

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

107 Mayor Mark C. Allen
108 Council Member Scott Monsen joined via electronic means
109 Council Member Blair Brown
110 Council Member Larry Weir
111 Council Member Scott Barker
112 Council Member Jeff West
113 City Manager Tom Hanson
114 City Recorder Amy Rodriguez
115 Public Works Director Steve Harris
116 Fire Chief Kasey Bush
117 Captain Clay Peterson
118 Lt. Jeff Pledger

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120 **Others Present**

121 Charles and Reba Allen, Kathy Mckay, Aubrey Allen, Ryker Allen, Josh Taylor, Stacey Nixon

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123

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

125

126 **3. PLEDGE OF ALLEGIANCE**

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128 **4. WELCOME**

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130 **5. CONSENT ITEMS**

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132 **5.1 APPROVAL OF AGENDA**

133 **5.2 APPROVAL OF JANUARY 2, 2018, MEETING MINUTES**

134 Items 5.1 and 5.2 were approved by general consent.

135

136 **6. CITIZEN COMMENTS**

137 Aubrey Allen- 149 E 5200 S- read a statement on behalf her husband Jason concerning competitive
138 baseball teams in the Terrace. She stated that they developed a program with other residents called the
139 Junior Lakers Baseball Club and with the help and endorsement of the high school coach, now manage 6
140 teams. She stated that the parents, coaches, and players volunteered their time to clean up the playing
141 fields to provide a professional experience for the players. She stated that there is a third field that is

142 rarely used and asked Council to allow them to modify the field by removing the grass and spreading dirt
143 for a level playing field. She stated that the City may need to provide some additional dirt to spread
144 around. She closed by saying that the club believes that the small investment will make a big impact in
145 the lives of young men and women who would be using the field.

146
147 Resident Kathy Mckay- 109 W 5150 S - stated that she is tired of residents parking on the grass and
148 lawns. She stated that she does not understand why the city allows them to park on the dirt. She stated
149 that the water and the dirt goes down the street before it goes to the storm drain. She stated that she and
150 her neighbor must catch the dirt left by the cars dragging dirt down the road when they pull out of their
151 yards.

152
153 Ryker Allen- 149 E 5200 S- stated that Rohmer Park is like a home to him as he has played many games
154 there. He stated that Rohmer Park, and baseball, bring his family and friends together. He stated that he
155 loves baseball as it has taught him to work in a team and helps him to learn and grow. He stated that he
156 would like the junior league baseball teams to continue.

157
158 Riverdale Resident Josh Taylor stated that he would like the Rohmer Park field to be modified. His hope
159 is that they can continue to have practices and games at Rohmer Park. He asks that the Council Members
160 walk the baselines and realize that they currently are not safe. He stated that it would be a benefit for the
161 City to have the field modified.

162
163 **7. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN**
164 **COMMENTS**

165 Hanson stated that the ordinance allows for people to park on their yard during the winter months
166 because we require that they have the cars off of the street. He stated that there are certain consequences
167 with this allowance. He stated that he realizes that this practice can cause damage, however, we are at a
168 catch 22 because we require that they have the vehicles off of the street. He stated that he realizes that not
169 everyone can afford to put in concrete or pavement. The Mayor stated that she is downhill from the
170 people parking on their yards and the mess left by the grass is affecting her property. The Mayor stated
171 that the Code Enforcement Officer is also frustrated with the enforcement of the ordinance. Mayor Allen
172 stated that the residents are required to restore the landscape after the winter parking is over.

173
174 Hanson stated that the Allen family has done an amazing job with Rohmer Park and appreciates their
175 work with the park. Hanson stated that the city would have to determine the level of need to have a
176 “skinned” infield. He stated that he believes that they would do a great job of working on the field and
177 maintain the field, however, the city would have to determine and balance the needs of the program with
178 capacity to modify the fields with ongoing maintenance.

179 Hanson stated that the league is separate from the City programs. Hanson stated that our Recreation
180 Department would be in charge of scheduling the field. Hanson stated that the league rents the facilities
181 per year. Hanson stated that City programs would have priority for the field schedule.

182 Hanson stated that there would have to be conversations with Council as what the impacts are for the
183 city, the needs for the fields, and how they would be run. Hanson stated that the topic will be brought
184 back to Council in a future meeting. Council Member Brown stated that he thinks this is a great
185 investment and would like to support the league and directed Hanson to look at the numbers.

186 Mayor Allen stated that the Lion’s Club may have some funds from their concession stands to help
187 improve the park for the youth in the City.

188 Aubrey Allen stated that she appreciates the new scoreboards at the parks.

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8. NEW BUSINESS

8.1 DISCUSSION/ACTION: APPLICATION FOR AMBULANCE LICENSE

The discussion was a continuation of the work session concerning ambulance licensing. Hanson recapped the discussion by saying that the volunteer department runs as a full time department. The Mayor stated that some of the options offered were not realistic. He stated that a department cannot be run solely on grants. Hanson stated that grants are an opportunity to set the foundation to move forward and soften the landing. Mayor Allen asked what we do with the license once we have it. Bush stated that we would need to try to run an ambulance service, and if we cannot, we can then contract out. He stated that the bureau does not want us to hold the license. He stated that he has not heard back from the Bureau representative. Hanson stated that there is an advantage to having a license whether we go to a Consolidation District or not. He stated that he is hesitant to get the license if we cannot use it as a leverage tool. He stated that he doesn't want to be committed to having a license and setting up a service right now. Hanson stated that he was under the impression that we could use the license as a lever.

Chief Bush stated that we would get a license from Ogden. It may take longer if Ogden challenges the license application and we would have to go through mitigation. Council Member Brown asked if there is another step so we can determine risk verses reward.

Hanson stated that running an ambulance would bring in revenues that help support the operations of the service. Hanson stated that we are looking at a part time department to have the personnel onsite to run the ambulance.

Council Member Brown stated that he is against any more rate hikes. Hanson stated that the only option to pay for the ambulance would be a tax increase. He stated that to change the way we run the Fire operations, there would have to be a substantial property tax increase.

Mayor Allen stated that the ambulance may bring in more staff and also a little bit of revenue. Bush stated that the taxes will be raised whether we consolidate or get an ambulance. Hanson stated that we know we will have a problem down the road and the concern is that the department will not be sustainable with a volunteer department. Hanson stated that we do not have new growth to help fund this.

Mayor Allen requested the Ambulance Study be sent to Council for review.

Bush stated that the bureau would like to see the ambulance service set up within 6 months of receiving the license. He stated that the license can take as little as 6 months and up to a year.

Hanson stated that a new ambulance is qualified for CDBG grants.

Hanson stated that he wants Council to understand that this change comes with a big price tag. He stated that he wants to make sure that the City can maintain the service. Bush stated that our ISO rating is as good as Riverdale's and South Ogden.

Council Member Brown asked if raising pay is an option. Bush stated that he does not know how sustainable it would be as a volunteer. He stated that we spend a lot to train the firefighters and they leave to join part time or full time departments.

Hanson stated that he believes the consolidation study and discussions would be within 8 weeks.

Hanson stated that we will have to have an ambulance license and run an ambulance service if we consolidate into a district. Hanson stated that we would have to change our operations to meet their budgets.

Bush stated that if we get a license and we consolidate, we would then turn the license over to the district.

234 Hanson stated that he is not comfortable applying for a license until we are strategically set up to
235 change the way we do business. Hanson stated that if Council decides to change the way we
236 operate we will need to have more education on the topic.
237 Council Member Monsen stated that the ambulance is only a part of the overall strategy and we
238 do not have enough information on what direction we would like to take. He stated we need the
239 numbers on the other options before we do anything.
240 Council Member Brown stated he would vote no tonight until he sees all the information.

241
242 **Motion by Council Member Barker**
243 **Seconded by Council Member Weir**
244 **To actively pursue obtaining ambulance license**
245 **Amended Motion to pursue the ambulance license**
246 **Until Council directs staff to make application**
247 **Approved unanimously (5-0)**
248 **Roll Call Vote requested and taken**
249

250 **8.2 PRESENTATION: QUARTERLY SHERIFF OFFICE REPORT**

251 Lt. Pledger presented to Council, highlighting the December 2017 report. He stated that we continue to
252 see quality of life issues (domestic violence, public peace, suspicion calls). He stated that the officers
253 have been very active with citations. Lt. Pledger noted that he is looking for the traffic trailer so that it
254 can be used in the City. Harris stated that it might be stored in one of our facilities. Lt. Pledger noted that
255 the traffic citations did seem low. Lt. Pledger stated that there are active gang members in the school,
256 however he noted that there are school resource officers in both of the schools to mitigate the problems.
257 He stated that he will speak to the gang unit to determine the level of gang members in the area.
258 Lt. Pledger stated that there have been concerns of packages being stolen from porches and reminds
259 people to keep a look out for that. He stated that most of the burglaries are due to items being left
260 unsecured. Lt. Pledger stated that the force has been enforcing tobacco sales and enforcement with the
261 establishments in the City and are looking to start a similar program with alcohol. Lt. Pledger stated that
262 a lock down drill was performed this quarter at the schools.
263 Lt. Pledger encouraged Council to go on a ride-a-long with an officer.
264 Lt. Pledger stated that there is a citizen police course that elected officials and residents can see what
265 happens with the Department.

266 267 268 **8.3 PRESENTATION: QUARTERLY ANIMAL CONTROL REPORT**

269 Stacey Nixon, from South Ogden Animal Control, stated that there were two animal attacks and 33 stray
270 animal pick-ups within the last quarter. She stated that 13 citations were issued. She stated that once the
271 weather warms up, the calls will increase. Mayor Allen stated that he sees the animal control trucks
272 throughout the park.

273 274 **9. COUNCIL COMMUNICATION WITH STAFF**

275
276 Council Member West asked if there are any off leash dog parks in the City. Hanson stated that there
277 were not any in the City.
278 Mayor Allen stated that there is a problem at 5100 South and 300 West with the school light.
279 He stated that the barber shop at 4400 South and 300 West has vehicles for sale in the parking lot. Mayor
280 Allen invited Council to attend the Wasatch Choice Vision Workshops.
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10. ADMINISTRATION REPORTS

- There will be an Open Meetings and Non-Discrimination Training to be held on January 30, 2018 at Marriott-Slaterville City Hall at 6:30 p.m. Council and Planning Commissioners to attend.
- Hanson reminded Council to respond to the Planning Commission Dinner. He noted that the event will be paid for with sky miles and not cash.
- Hanson stated that he is working with Rocky Mountain Power to change out our lights in City Hall to save on electricity. He stated that he is looking into opportunities to fund LED lights at the new public works shops. Hanson stated that Rocky Mountain Power will pay 70 percent of the cost for switching out the lighting.

11. UPCOMING EVENTS

- January 25th: Planning Commission Meeting 6:00 p.m.
- Feb 6th: City Council Work Session 5:00 p.m.
- Feb 6th: City Council Meeting 6:00 p.m.
- Feb 19th: City offices closed for President's day
- Feb 20th: City Council Work Session 5:00 p.m.
- Feb 20th: City Council Meeting 6:00 p.m.

12. ADJOURN THE MEETING: MAYOR ALLEN

Mayor Allen adjourned the meeting at 7:59 p.m.

Date Approved

City Recorder

City Council Staff Report

Author: Chief Kasey Bush
Subject: FIRE DEPT. Q4 2017
Date: February 6, 2018
Type of Item: Informational



FIRE DEPARTMENT

Summary Recommendations: This report is for informational purposes as part of the Fire Departments quarterly report.

Description:

A. Topic: Fire Department Quarterly Update.

B. Background/ History: On October 26, 2004 the Fire Department presented a comprehensive fire services analysis and identified several statistical summaries that represented the primary functions of our fire service. At that time the Council directed staff to begin providing quarterly reports regarding the departments operations.

C. Analysis: Figure 1 shows the total calls for service for 2015 and 2016. Please note that 2017 is the call volume for January through December of this calendar year.

Figure 1: Fire Department Calls for Service

Resource: Weber Area Consolidated Dispatch

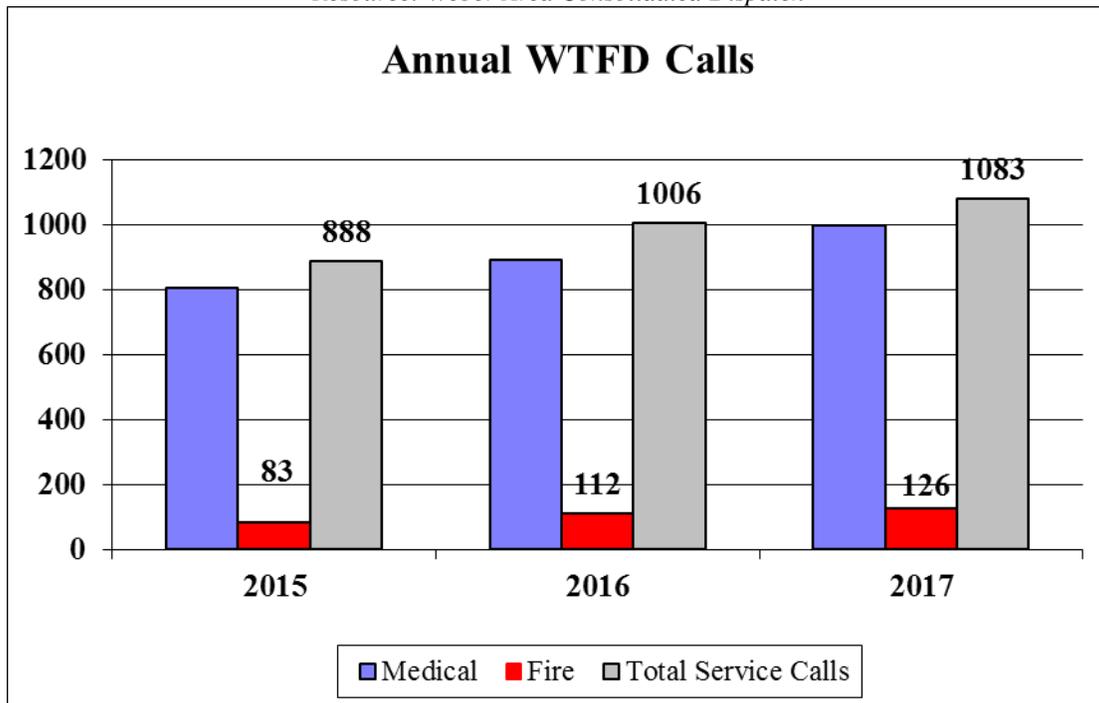
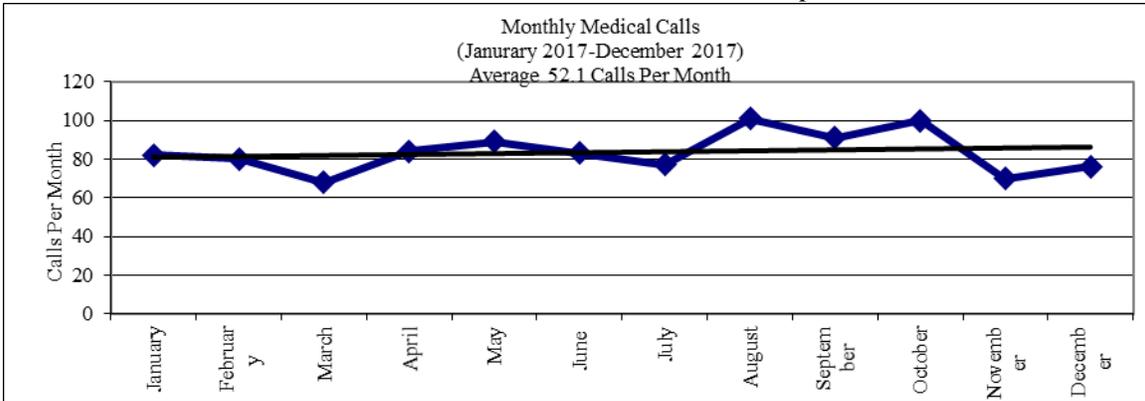


Figure 2: Monthly Medical Calls Longitudinal
Resource: Weber Area Consolidated Dispatch



The trend indicated in Figure 2 shows Call volume since January of 2017. EMS related incidents pose an unreliable variable for future statistical planning.

Figure 3: Monthly Medical Calls
Resource: Weber Area Consolidated Dispatch

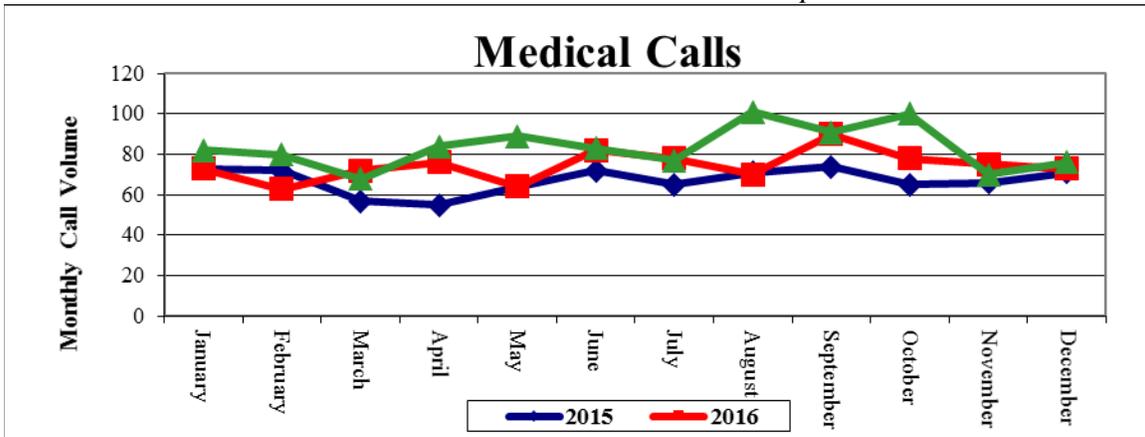
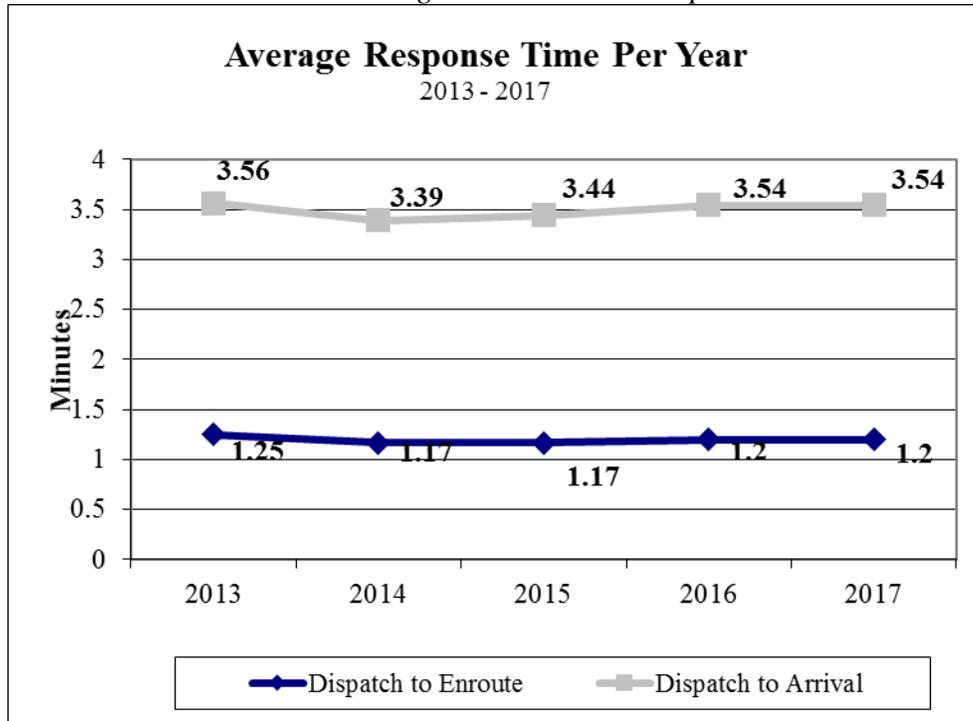


Figure 3 Monthly EMS calls 2015, 2016 and January through December 2017

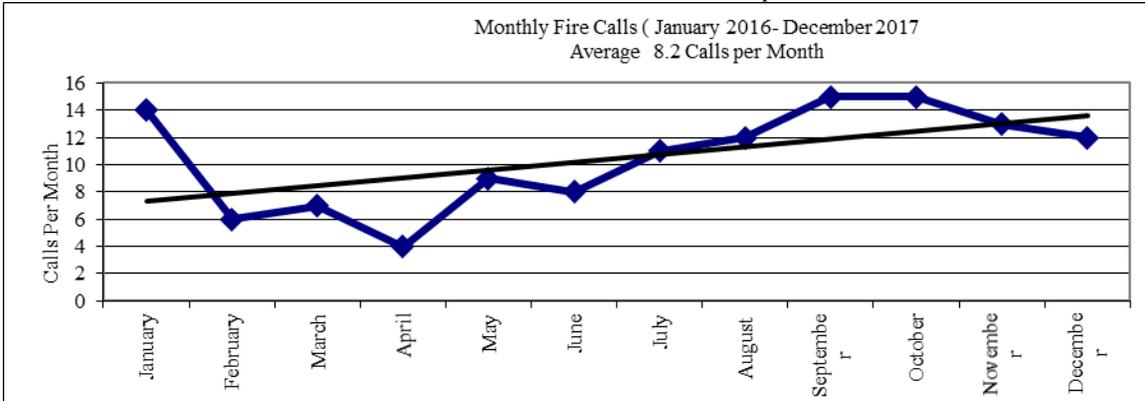
Figure 4: Average Annual Response Time
Resource: Washington Terrace Fire Department



The response time includes both EMS and Fire Response times. Fire Response times are greater as the fire units cannot leave the station until 3 firefighters are present. In most cases the EMS response times are approximately 2 – 3 minutes after the EMS responders are enroute.

Figure 5: Monthly Fire Call Trend

Resource: Weber Area Consolidated Dispatch



The trend indicated in Figure 5 shows Call volume since January of 2017. Fire related incidents pose an unreliable variable for future statistical planning.

Figure 6: Fire Calls by Month

Resource: Weber Area Consolidated Dispatch

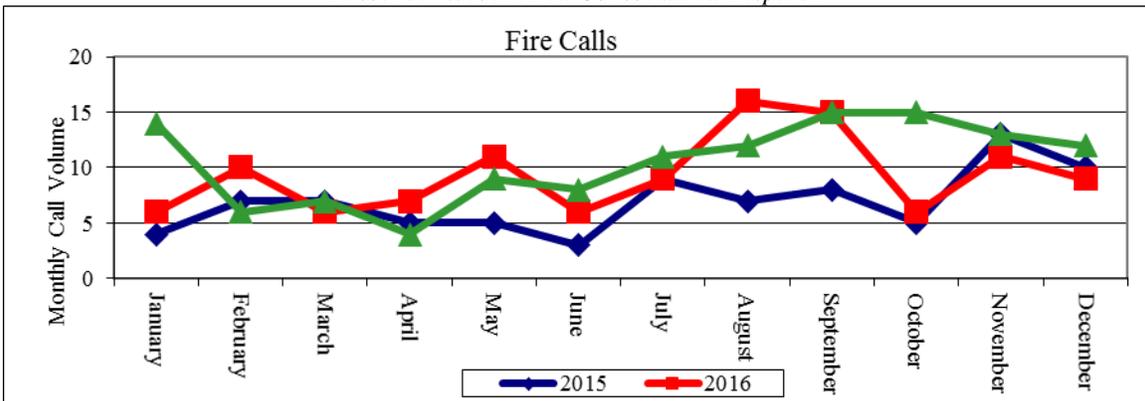


Figure 6 Monthly fire calls 2015, 2016, January through December 2017

Department Review: Fire Department

Significant Impacts: This report is for informational purposes only. If Council has specific questions or concerns that are not addressed in this report please contact Chief Bush at 801-628-5347.



City Council Staff Report

Building & Planning

Author: Planning Department
Subject: AMMENDING TITLE 17.52.030 “OFF STREET PARKING SPACE REQUIREMENTS”
Date: February 6, 2018
Type of Item: MOTION

Summary Recommendations: Based on direction from Council to review the parking regulations, the Planning Commission has recommended to amend Chapter 17.52.030 – “Off Street Parking Space Requirements”

Description:

A. Topic:

To amend and make changes to Chapter 17.52 section 030, parking requirements for Vehicle Repair and Service shops

B. Background: the planning commission has discussed this in a public hearing and there was no public comment. The planning commission has discussed this item in several meetings and asked that staff revise the amendment to allow for more parking for Auto repair Shop and service garage/shops. Items that were recommended are as follow:

- a. fix the square foot for gross building footage to allow more parking
- b. allow for a tow truck to be parked on site.
- c. employee parking does not go against the fixed parking.

The City’s current ordinance does not allow any tow trucks to be parked on site for repair /service garages/shops.

17.52.030 Off-street Parking Regulations.

Off street parking spaces shall be in accordance with this Section for the uses specified herein according to the calculation of seating capacity, floor areas, or otherwise as follows:

1. Off-street Parking Generally. Off-street parking shall be provided for each use based upon the following calculations for the applicable use:
 - a. Financial Institutions. Any bank, credit union, check cashing, or any other financial institution is require one (1) space for every three hundred (300) square feet of gross floor area.
 - b. Public Assembly. Any church, lodge, library and any similar use that is designed for public assembly shall have one (1) space for every three (3) fixed seats, or for every three (3) persons allowed under the maximum capacity established by the occupancy load where there are no fixed seats in the main place of assembly or when the number of employees cannot be determined, one space for every three hundred (300) square feet of gross floor area.
 - c. Shops and Stations. Any shop, convenience store, fueling station, garage, vehicle repair, or service business shall have one (1) space for every three hundred (300) square feet of gross floor area. Spaces inside any garage may be counted toward meeting the requirement.
 - A. Special Regulations. The following special regulations apply to parking:
 - a. Calculation. One (1) space per one hundred twenty-five (125)

square feet gross floor area, with a minimum of four (4) spaces regardless of size. When calculating, any fractional spaces shall require an additional space. The number of handicap parking stalls shall comply with the governing building code.

b. Garage or Vehicle Repair Shop. The following special regulations apply to all garage or vehicle repair uses:

- i. The maximum number of vehicles shall be determined by the planning commission during approval of a conditional use permit based upon this Section and any other governing regulations.
- ii. Spaces within any garage or vehicle repair shops do not count against the off-street parking spaces.
- iii. Employee parking shall include (2) two spaces per bay and (1) one space for the office/reception area. Employee parking does not count against the off-street parking spaces required in this Section.
- iv. A maximum of one (1) tow truck is permitted as an accessory use in the commercial zone for any garage or vehicle repair use.
- v. This Section shall not be interpreted to allow for any storing of vehicles not actively being repaired, nor allow for any salvage use, impound lot, or similar use.

- **Department Review:** Building & Planning department gives a favorable review.

Alternatives:

- A. **Approve the Request:** Council may amend the Ordinance
- B. **Deny the Request:** Council may deny the request.
- C. **Continue the Item:** The Council may table the request to a later meeting, subject to suggesting additional information, or requiring changes to the ordinance prior to making a decision.

**CITY OF WASHINGTON TERRSACE
WEBER COUNTY, UTAH**

ORDINANCE NO. 18-01

AMENDED PARKING REGULATIONS

AN ORDINANCE OF THE CITY OF WASHINGTON TERRACE AMENDING THE OFF-STREET PARKING REGULATIONS SET FORTH IN CHAPTER 17.52.030 OF THE MUNICIPAL CODE; SEVERABILITY; AND PROVIDING AN 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* §§ 10-8-84 and 10-8-60 allow municipalities in the State of Utah to exercise certain police powers and nuisance abatement powers, including but not limited to providing for safety and preservation of health, promotion of prosperity, improve community well-being, peace and good order for the inhabitants of the City;

WHEREAS, Title 10, Chapter 9a, of the *Utah Code Annotated*, 1953, as amended, enables municipalities to regulate land use and development;

WHEREAS, the City finds it necessary to update its municipal code in order to protect public health, safety, and welfare;

WHEREAS, after publication of the required notice the Planning Commission held its public hearing on October 26, 2017, to take public comment on this proposed Ordinance;

WHEREAS, the Planning Commission held a public meeting on November 30, 2017, after which the Planning Commission gave its recommendation to approve this Ordinance;

WHEREAS, the City Council received the recommendation from the Planning Commission and held its public meeting on _____;

NOW, THEREFORE BE IT ORDAINED by the Washington Terrace City Council as follows:

Section 1: Repealer. Any ordinance or portion of the municipal code inconsistent with this Ordinance is hereby repealed and any reference thereto is hereby vacated.

Section 2: Amendment. Section 17.52.030 of the Washington Terrace Municipal Code is hereby amended to read as follows:

17.52.030 Off-street Parking Regulations.

Off street parking spaces shall be in accordance with this Section for the uses specified herein according to the calculation of seating capacity, floor areas, or otherwise as follows:

1. Off-street Parking Generally. Off-street parking shall be provided for each use based upon the following calculations for the applicable use:
 - a. Financial Institutions. Any bank, credit union, check cashing, or any other financial institution is require one (1) space for every three hundred (300) square feet of gross floor area.
 - b. Public Assembly. Any church, lodge, library and any similar use that is designed for public assembly shall have one (1) space for every three (3) fixed seats, or for every three (3) persons allowed under the maximum capacity established by the occupancy load where there are no fixed seats in the main place of assembly or when the number of employees cannot be determined, one space for every three hundred (300) square feet of gross floor area.
 - c. Shops and Stations. Any shop, convenience store, fueling station, garage, vehicle repair, or service business shall have one (1) space for every three hundred (300) square feet of gross floor area. Spaces inside any garage may be counted toward meeting the requirement.
2. Special Regulations. The following special regulations apply to parking:
 - a. Calculation. One (1) space per one hundred twenty-five (125) square feet gross floor area, with a minimum of four (4) spaces regardless of size. When calculating, any fractional spaces shall require an additional space. The number of handicap parking stalls shall comply with the governing building code.
 - b. Garage or Vehicle Repair Shop. The following special regulations apply to all garage or vehicle repair uses:
 - i. The maximum number of vehicles shall be determined by the planning commission during approval of a conditional use permit based upon this Section and any other governing regulations.
 - ii. Spaces within any garage or vehicle repair shops do not count against the off-street parking spaces.
 - iii. Employee parking shall include (2) two spaces per bay and (1) one space for the office/reception area. Employee parking does not count against the off- street parking spaces required in this Section.
 - iv. A maximum of one (1) tow truck is permitted as an accessory use in the commercial zone for any garage or vehicle repair use.
 - v. This Section shall not be interpreted to allow for any storing of vehicles not actively being repaired, nor allow for any salvage use, impound lot, or similar use.

Section 3: Severability. If a court of competent jurisdiction determines that any part of this Ordinance is unconstitutional or invalid, then such portion of this Ordinance, or specific application of this Ordinance, shall be severed from the remainder, which shall continue in full force and effect.

Section 4. Effective date. This Ordinance takes effect immediately upon approval and posting.



City Council Staff Report

Building & Planning

Author: Planning Department
Subject: AMMENDING TITLE 10.12 “PARKING REGULATIONS”
Date: February 6, 2018
Type of Item: MOTION

Summary Recommendations: Based on direction from Council to review the parking regulations, the Planning Commission has given recommendation to the City Council to amend Chapter 10.12 – “Parking Regulations”.

Description:

A. Topic:

To amend and make changes to Chapter 10.12, regarding parking requirements for Vehicles for sale and Parking of commercial Vehicles.

B. Background: The City Council gave direction to review the ordinance concerning parking of commercial vehicles, particularly tow trucks. The Planning Commission has discussed this in a public hearing and there was no public comment. The Planning Commission discussed the topic over several meetings and asked that staff revise and amend with changes to identify the requirements for Parking and the sale of vehicles within the City along with Commercial vehicles and Parking Regulations. Section 2, Commercial Vehicles, provides the requirements for commercial and residential parking. Items that were recommended are as follow:

- a. unlawful to park any type of vehicle of any kind for the sole purpose of selling on public or private property without the permission of the owner.
- b. no semi-truck or trailer rated over 10,000 pounds allowed.
- c. Commercial vehicle parking regulations, allowing parking in a residential zone and the requirements.

Staff is recommending amendments to Chapter 10.12

Following is the amendment to the City Code:

10.12.040.1 Vehicles for Sale or Merchandise or Used Merchandise for Sale.

1. Streets. It is unlawful to park any motor vehicle, recreational vehicle, any type of trailer, or any other vehicle of any kind on any street, road, or highway For the purpose of displaying it for sale.
 - a. ~~Neither shall any motor vehicle, recreational vehicle, any type of trailer, or any other vehicle of any kind be parked on any street~~ For the purpose of advertising or for the selling of merchandise.
2. Parking Area. It is also unlawful to park any motor vehicle, recreational vehicle, any type of trailer, or any other vehicle of any kind for the sole purpose of selling or advertising on any public or private parking area without the permission of the owner and approval granted by the City under a site plan in accordance with the municipal code. This part does not apply to any individual parked while conducting business unrelated to the selling of the item parked or other merchandise advertised on the same.

10.12.050 Parking Trucks.

1. Semi-Truck. No semi-truck and/or trailer with a rated capacity licensed for more than ten thousand (10,000) pounds gross vehicle weight shall be parked on the public road for a period in excess of two (2) hours, except while actively loading or unloading personal property or merchandise.

- a. In no event shall a truck or trailer remain parked for longer than eight (8) hours or in the manner that obstructs traffic.
 - b. Notwithstanding this section, in no circumstances shall a semi-truck and/or trailer be parked on any public road closer than thirty (30) feet to an intersection with a private driveway, private street, alley, or any other type of access.
 - c. For the purposes of this section a semi-truck and/or trailer shall be deemed parked, even though the motor is running, if the vehicle is left standing for any period in excess of three (3) minutes when the same is not attended by a driver lawfully authorized to drive the said vehicle.
2. **Commercial Vehicles, Tow Truck.** The following regulations apply:
- a. **No Commercial Vehicles, tow truck shall be parked on any street, road, or highway unless actively involved in the towing or commercial services of a vehicle or at the premises.**
 - b. **No more than one (1) commercial vehicle or tow truck shall be parked at any residence or in any residential zone.**
 - i. **Parking must be on an improved surface of concrete or asphalt.**
 - ii. **The Commercial Vehicle shall be parked (20) twenty feet behind curb.**
 - iii. **there will be no continuous operation of commercial vehicles engines or accessory generators or compressors**
 - iv. **The Commercial Vehicle shall not take away or impact the required parking for the residential area or property, all vehicles, trailers or axle devices shall be parked on asphalt or concrete. (not lawn or green area and gravel is not an approved parking area.)**
 - c. **A maximum of one (1) tow truck shall be permitted as an accessory use in the applicable Commercial Zone for any automotive repair use.**
 - d. **No commercial trailer or vehicle having a net total weight of greater than 10,000 pounds shall be parked on a residential property.**
 - e. **No construction equipment shall be parked in a residential zone, unless actively engaged in providing an improvement or repair to the premises such as:**
 - i. **Site construction equipment, including but not limited to, backhoe, trencher, bobcat, bulldozer, dump truck, trailers and similar equipment.**
 - f. **Vehicles with hazardous or toxic materials or odors are not permitted in the residential areas, except sewer repair equipment servicing a residential use.**

- **Department Review:** Building & Planning department gives a favorable review.

Alternatives:

- A. Approve the Request:** The Council may adopt the ordinance
- B. Deny the Request:** The City Council can deny the request.
- C. Continue the Item:** The City Council may table the request to a later meeting, subject to suggesting additional information, or requiring changes to the ordinance prior to making a decision.

**CITY OF WASHINGTON TERRSACE
WEBER COUNTY, UTAH**

ORDINANCE NO. 18-02

AMENDED PARKING REGULATIONS

AN ORDINANCE OF THE CITY OF WASHINGTON TERRACE AMENDING THE VARIOUS PARKING REGULATIONS SET FORTH IN SECTION 1.12.040 AND SECTION 10.12.050 OF THE MUNICIPAL CODE; SEVERABILITY; AND PROVIDING AN 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* §§ 10-8-84 and 10-8-60 allow municipalities in the State of Utah to exercise certain police powers and nuisance abatement powers, including but not limited to providing for safety and preservation of health, promotion of prosperity, improve community well-being, peace and good order for the inhabitants of the City;

WHEREAS, Title 10, Chapter 9a, of the *Utah Code Annotated*, 1953, as amended, enables municipalities to regulate land use and development;

WHEREAS, the City finds it necessary to update its municipal code in order to protect public health, safety, and welfare;

WHEREAS, after publication of the required notice the Planning Commission held its public hearing on October 26, 2017, to take public comment on this proposed Ordinance;

WHEREAS, the Planning Commission held a public meeting on November 30, 2017, after which the Planning Commission gave its recommendation to approve this Ordinance;

WHEREAS, the City Council received the recommendation from the Planning Commission and held its public meeting on _____;

NOW, THEREFORE BE IT ORDAINED by the Washington Terrace City Council as follows:

Section 1: Repealer. Any ordinance or portion of the municipal code inconsistent with this Ordinance is hereby repealed and any reference thereto is hereby vacated.

Section 2: Amendment. Various sections of the Washington Terrace Municipal Code are hereby amended to read as follows:

01.12.40 Vehicles for Sale or Merchandise or ~~Used Merchandise for Sale.~~

1. Streets. It is unlawful to park any motor vehicle, recreational vehicle, any type of trailer, or any other vehicle of any kind on any street, road, or highway for the purpose of displaying it for sale. ~~Neither shall any motor vehicle, recreational vehicle, any type of trailer, or any other vehicle of any kind be parked on any street or~~ for the purpose of advertising or for the selling of any merchandise.
2. Parking Area. It is also unlawful to park any motor vehicle, recreational vehicle, any type of trailer, or any other vehicle of any kind for the sole purpose of selling or advertising on any public or private parking area without the permission of the owner and approval granted by the City under a site plan in accordance with the municipal code. This part does not apply to any individual parked while conducting business unrelated to the selling of the item parked or other merchandise advertised on the same.

10.12.050 Parking Trucks.

1. Semi-Truck. No semi-truck and/or trailer with a rated capacity licensed for more than ten thousand (10,000) pounds gross vehicle weight shall be parked on the public road for a period in excess of two (2) hours, except while actively loading or unloading personal property or merchandise.
 - a. In no event shall a truck or trailer remain parked for longer than eight (8) hours or in the manner that obstructs traffic.
 - b. Notwithstanding this section, in no circumstances shall a semi-truck and/or trailer be parked on any public road closer than thirty (30) feet to an intersection with a private driveway, private street, alley, or any other type of access.
 - c. For the purposes of this section a semi-truck and/or trailer shall be deemed parked, even though the motor is running, if the vehicle is left standing for any period in excess of three (3) minutes when the same is not attended by a driver lawfully authorized to drive the said vehicle.
2. Commercial Vehicles. ~~Tow Truck.~~ The following regulations apply:
 - a. No Commercial Vehicles, ~~tow truck~~ shall be parked on any street, road, or highway unless actively involved in the towing or commercial services of a vehicle or at the premises.
 - b. No more than one (1) commercial vehicle or tow truck shall be parked at any residence or in any residential zone.
 - i. Parking must be on an improved surface of concrete or asphalt.
 - ii. The Vehicle shall be parked (20) twenty feet behind curb, or right-of-way if no curb.
 - iii. there will be no continuous operation of commercial vehicles engines or accessory generators or compressors
 - iv. The Commercial Vehicle shall not take away or impact the required parking for the residential area or property, all vehicles, trailers or axel devices shall be parked on an approved asphalt or concrete parking area. No parking is allowed on any lawn, landscaping, or non-impervious surface area.
 - c. A maximum of one (1) tow truck shall be permitted as an accessory use in the applicable Commercial Zone for any automotive repair use.
 - d. No commercial trailer or vehicle having a net total weight of greater than 10,000 pounds shall be parked on a residential property.

- e. No construction equipment shall be parked in a residential zone, unless actively engaged in providing an improvement or repair to the premises such as: site construction or landscaping equipment, including but not limited to, backhoe, trencher, bobcat, bulldozer, dump truck, construction trailers, utility equipment, and similar equipment.
- f. Vehicles with hazardous or toxic materials or odors are not permitted in the residential areas, except sewer repair equipment servicing a residential use.

Section 3: Severability. If a court of competent jurisdiction determines that any part of this Ordinance is unconstitutional or invalid, then such portion of this Ordinance, or specific application of this Ordinance, shall be severed from the remainder, which shall continue in full force and effect.

Section 4. Effective date. This Ordinance takes effect immediately upon approval and posting.

PASSED AND ADOPTED by the City Council on this ___ day of _____, 2018.

Mayor

ATTEST:

City Recorder

RECORDED this ___ day of _____, 2018.

PUBLISHED OR POSTED this ___ day of _____, 2018.

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

In accordance with Utah Code Annotated §10-3-713, 1953 as amended, I, the City Recorder of the City of Washington Terrace, Utah, hereby certify that foregoing Ordinance was duly passed and published or posted at: 1) _____, 2) _____, and 3) _____, on the above referenced dates.

City Recorder

DATE: _____

City Council Staff Report

Author: Steve Harris, Amy Rodriguez

Subject: CDBG Grant Application

Date: February 6, 2018

Type of Item: Motion



Summary Recommendations: Staff is requesting formal approval from Council to commit to the City contribution match for the 2018 CDBG application for improvements and upgrades the Water Tank 1

Description:

- A. **Background:** In December 2017, Council approved a five year projected Capital Investment Plan, with the intent that the City would apply for a CDBG grant to help fund the number one ranked project, Water Tank #1 upgrades.

The City has applied for the CDBG grant for the 2018 funding year. Cost estimates were not confirmed until late January, after the last scheduled Council Meeting. The application deadline was January 31st. The application has been submitted based on the previous approval from Council. In order to receive the maximum points in ranking, the City will match the grant with 38.5 percent, as has been the practice in previous grant applications. The project is estimated at \$378,054. The CDBG portion applied for is \$232,503. The City match would be \$145,551.

B. Description:

Water Tank #1, located at 5295 South 500 West in Washington Terrace City, is a one- million gallon, steel, above ground culinary water tank. It is a key component in completing our water storage and distribution system. Stored tank water assists in equalizing diurnal water demands within our City and provides fire flows when needed. Water Tank #1 has been out of service for over 20 years as a result of the decision to switch from well water to water supplied by Weber Basin Water Conservancy District (WBWCD). Tank #1 upgrades will reduce reliance on South Ogden City water storage tanks by supplying approximately 1/4 of the fire flows required in the City and assist Tank #3, located to the east, in equalizing water demands from WBWCD. Tank #1 will serve Pressure Zones C, and D under normal operating conditions. The tank can also serve Pressure Zone B in emergency situations (with poor fire flow delivery)

Washington Terrace currently has approval of its water supply system from the Utah Division of Drinking Water (DDW) and Tank #1 cannot be put into service without required upgrades/improvements. Also included in this grant application is a seismic upgrade to Tank #1 similar to that needed for Tank #3 in 2015.

The project elements to: 1) Install a caged ladder with offsets and landings, 2) Add railing along the top of the tank, 3) Provide a new tank air vent, 4) repair/replace the hatch on top of the tank, and 5) Install an overflow discharge pipe to the base of the tank are all required by DDW for

water system compliance and worker safety. In addition, a SCADA system for monitoring water depth will be installed, a lightning rod system must be upgraded, some interior and exterior surface corrosion damage must be repaired, and the tank needs to be painted. These projects total approximately \$178,000 and must be completed before Tank #1 is restored to service, along with the seismic upgrade detailed below.

The final project element, Seismic Upgrade of Tank #1, is critical in the event of an earthquake. An engineering analysis of the tank for seismic safety has shown that stiffening and anchoring are required for the tank to meet Utah seismic standards. Damage caused by a collapsed water tank, releasing as much as a million gallons of water, will create an immediate threat to life, safety, and/or property; in addition to lost water delivery capability and greatly reduced fire flows. The latter would be especially devastating if water lines from Weber Basin Water Conservancy District and/or South Ogden were also damaged during an earthquake.

The initial engineering evaluation and preliminary design for seismically upgrading Water Tank #1 was completed by Cartwright Consulting Engineers in Logan, Utah. The study showed that the lower tank wall and floor would fail in the event of an earthquake meeting the USGS 1997, "Maximum Considered Earthquake Ground Motion for the Conterminous 48 States." A current estimate for construction management, inspection/testing, and construction showed the Water Tank #1 Seismic Upgrade cost to be \$200,000. CDBG funding for the project would allow the seismic upgrade to be completed in a timely manner and help ensure that the City's water system would remain compliant and viable through emergency/catastrophic events.

Each of the above listed project elements is a high priority for the reasons stated. The \$378,000 project totals will allow project elements to be completed in a timelier manner and help to insure that the City's water system stays compliant and remain viable through all but the worst emergency events.

Alternatives:

- A. **Approve the Request:** Council may approve the request.
- B. **Deny the Request:** Council may deny the request.
- C. **Consequences of not taking the recommended action:** The City may lose funding if awarded the grant, or may need to change the scope of the project to accommodate any changes to the match if awarded.

City Council Staff Report

Author: Aaron Solomon
Subject: Weber County RAMP Grants
Approval of city contribution match for
RAMP grant application funding.
Date: Feb 1st, 2018
Type of Item: Motion



Summary Recommendations: Motion to approve the City matching funds for the Weber County RAMP Grant applications.

Description:

- A. **Topic:** Approval of City matching Funds for Weber County RAMP Grant applications.
- B. **Background:** Washington Terrace City has submitted two Weber County RAMP Grant applications, with priority one being the hillside fencing project at Rohmer Park. This project consists of a new safety fence along the entire north hillside of Rohmer Park. The old one is currently falling down and is in great need of a new one. The City has requested \$15,900 in grant money from Weber County. The City's volunteer funding match is with the Boy Scouts of America, and the City will only have to match \$510 of budget money. Project priority two consists of a new toddler playground at Lions Park, for which the city has requested \$24,787 in grant money from Weber County. After the City's volunteer funding match, also set up with the Scouts, the City will only have to match \$2,697 of budget money.
- C. **Analysis:** The RAMP funds will help improve the City's parks and recreational facilities.
- D. **Department Review:** Aaron Solomon and Tom Hanson have been involved with the applications and review of the Weber County RAMP funds and recommends approval.

Alternatives:

- A. **Approve the Request:** Approval of the requests will allow the City to continue with the improvements and production of the Cities recreational facilities and programs.
- B. **Deny the Request:** Council can deny the request.
- C. **Continue the Item:** Continuation of the item will postpone the progress of the new additions to the facilities.