

1 **City of Washington Terrace**

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3 Minutes of a Regular City Council meeting  
4 Held on March 3, 2020  
5 City Hall, 5249 South 400 East, Washington Terrace City,  
6 County of Weber, State of Utah  
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8 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT AT WORK SESSION**

- 9 Mayor Mark C. Allen  
10 Council Member F. Carey Seal  
11 Council Member Blair Brown  
12 Council Member Larry Weir  
13 Council Member Scott Barker  
14 Council Member Jeff West  
15 Finance Director Shari Garret  
16 City Recorder Amy Rodriguez  
17 City Manager Tom Hanson  
18 Lt. Butler, Weber County Sheriff  
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20 **Others Present**

21 Weber County Sheriff Charles Arbon, Chief Roundy,  
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23 **1. WORK SESSION 5:00 P.M.**

24 Topics to include, but are not limited to:

25 **Law Enforcement Services Contract**

26 Hanson stated that the law enforcement services contract is a major budget issue. He stated that it is our  
27 largest general fund expenditures in the City.

28 Sheriff Arbon stated that he feels this is a partnership and would like Council to feel free to ask any  
29 questions. He stated that the office values the partnership.

30 Chief Roundy stated that the two primary concerns are public safety and officer safety.

31 He stated that they have tried to remain cost effective. He stated that they are focusing on recruitment,  
32 retention and 6 additional FTE's. He stated that this is for officer safety, stating that they need more back  
33 up on calls.

34 Sheriff Arbon stated that uniforms, bodycams, and equipment prices have increased over the years from  
35 20 years ago. He noted that safety, lawsuits, and laws are driving costs to skyrocket. He stated that they  
36 are trying to minimize these costs.

37 Chief outlined some of the cost saving measures, noting that they are trying to remain as conservative as  
38 possible without compromising public safety and officer safety.

39 Chief stated that call volumes are going down, however, violent crimes are rising.

40 Chief stated that they are budgeted for 72 positions. He stated that the minimum amount of officers on  
41 the road is 6 per shift. He stated that the additional officers will target enforce specific areas in the City.

42 They will also be on hand to be called in for back-up for other officers. Sheriff Arbon stated that they will  
43 be able to hit a specific area and be a problem area policing unit. They will not be tied to a radio. They

44 will serve as more police present. Chief Roundy stated that people are more open to challenging police  
45 authority than ever before. He stated that he feels that there gang problems in the city. He stated that he

46 feels that gang members live here, but some are bleed over from Ogden City.

47 Chief stated that a good measurement of service is the absence of crime stats.

48 Chief Roundy stated that they have lost money by training officers who leave to go to other agencies. He  
49 stated that they would like to focus on recruitment and retaining. He stated that he would like to keep  
50 officers for at least 10 years. He stated that they need to be competitive in the market to recruit and retain  
51 officers.

52 Sheriff Arbon stated that the cost of officers has been increasing. He stated that paperwork demands have  
53 doubled within the last 20 years. He stated that the population has grown, and officers have decreased 30  
54 percent. He stated that the new FTE's will spend more time in the community and one-on-one contact  
55 within the City because they will not be tied to a radio worried about the next call.

56 Chief Roundy stated that radio communications have been changed and UHP has been brought into the  
57 loop. He stated that they have been increasing service by bringing in partnerships that were not there  
58 before. He stated that they are staffing the positions that they have now, however, they cannot staff it fast  
59 enough, noting that they cannot be in a car alone until 9 months.

60 He stated that they staff in accordance with call volumes. He stated that they are not trying to lead the  
61 market, but stay competitive in their wage analysis. Right now their studies show that they are 7% below  
62 the average wage of the cities that they would be competing with for officers.

63 He stated that they would like to recruit laterally, hiring experienced officers from other departments. He  
64 stated that each recruit is evaluated and wages are based on their qualifications.

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66 Sheriff Arbon stated that they are doing everything that they can to free up the officers. Chief Roundy  
67 stated that he believes that if staffing levels do not increase, an officer may die. He would like to see the  
68 increase to help with officer safety. Sheriff Arbon stated that they will not lower their standards just to  
69 hire officers. They have raised their standards.

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71 Sheriff Arbon stated that response times may be slow because there are 6 to 7 officers throughout the  
72 county and response times may be held up depending on the calls that the officers are on at the time the  
73 call is received. Chief Roundy stated that two calls ties up a third of the officers on duty.

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75 Council Member Brown asked why an officer would service a city that they do not live close to. Sheriff  
76 Arbon stated that many officers do not want to misuse the trust that they have within their own  
77 community and chose to work in communities separately from where they live. He stated that they need  
78 to maintain down time within their community.

79  
80 Hanson stated that the \$88,000 increase (\$838,000 to \$927,342) would be needed to fund the direction in  
81 which the Sheriff's Office would like to go. Hanson stated that this is the amount that we were paying ten  
82 years ago. He stated that we need the community policing and ability to respond to calls. Hanson stated  
83 that we have evolved a lot on the sheriff contracts. Hanson stated that we have been holding steadfast  
84 with the population numbers. Hanson stated that we receive a rebate when the office is not fully staffed.  
85 Hanson stated that the city would like accountability to move forward and receive what we are paying  
86 for. Hanson stated that the city feels there are some service lacking.

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88 Chief Arbon stated that they feel that they will see things stabilize with the POP unit. He stated that 15  
89 years ago, they had 105 officers, as compared to 72 now. He stated that the cutting of positions is now  
90 down to the bone and they cannot cut anymore.

91 Garrett stated that she is still completing the analysis, factoring in the rebates that we have received.  
92 Hanson stated that operations for the TNT includes this type of work. Hanson stated that we are hoping  
93 for a net zero tax increase, even though there will be an increase.

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

Mayor Mark C. Allen  
Council Member F. Carey Seal  
Council Member Blair Brown  
Council Member Larry Weir  
Council Member Scott Barker  
Council Member Jeff West  
City Recorder Amy Rodriguez  
City Manager Tom Hanson  
Lt. Butler, Weber County Sheriff

**Others Present**

Chief Rouny, Sheriff Arbon, Mike Lawrence

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

3. **PLEDGE OF ALLEGIANCE**

4. **WELCOME**

5. **CONSENT ITEMS**

**5.1 APPROVAL OF AGENDA**

**5.2 APPROVAL OF FEBRUARY 18, 2020 MEETING MINUTES**

Items 5.1 and 5.2 were approved by general consent.

6. **CITIZEN COMMENTS**

There were no citizen comments.

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

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

8. **NEW BUSINESS**

**8.1 DISCUSSION/ACTION: LAW ENFORCEMENT SERVICES CONTRACT**

Hanson stated that the work session focused on community needs and police safety needs. Hanson stated that the increase of officers county wide would raise our obligations by \$88,000.

Mayor Allen asked how the other contract cities reacting to the proposal. Chief Roundy stated that they have not met with other councils and have not received much feedback. He stated that the feedback that they have received is that it is still cheaper to contract for services than to run their own department.

Council Member West clarified that we have the full time equivalent of 3 officers in overtime costs. He asked how this would change if the department went to 10 hour shifts instead of 12. Chief Roundy explained that the overlap time would be used for training or event staffing. He stated that it would create a lot of overtime. He stated that it would create a lot of flex time. Council Member West stated that he does labor optimization. He stated that in the long run companies save money by increasing staff members. He stated that it is attributed by reducing overtime pay.

146 Council Member Seal stated that there is a cross point there where benefits take over the cost savings of  
147 the overtime.  
148 Council Member Barker asked if there was some way to reduce the amount of time doing paperwork.  
149 Chief Roundy stated that there are requirements in the documents that have increased. He stated that the  
150 general report form is computerized, but some of the report must be handwritten. He stated that they have  
151 to take field notes and write citations. Chief Rouny stated that they have seen success with the VIP  
152 program for the mere fact that behavior changes when people think they are being watched.  
153 He stated that there is value in the program as extra eyes and ears in the city. He stated that they  
154 receive training straight from the office. He stated that there is valuable relationships built between  
155 the officers and residents.

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158 **8.2 DISCUSSION/MOTION: APPROVAL OF CITY COUNCIL DONATION TO**  
159 **BONNEVILLE HIGH SCHOOL**

160 Bonneville High School PTSA has asked for a donation for the Class of 2020 graduation party.  
161 This item has been budgeted in the City budget documents under public relations. Mayor Allen noted that  
162 the school president came to the City for the request over the summer.

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164 **Motion by Council Member Weir**  
165 **Seconded by Council Member Barker**  
166 **To approve the donation of \$500.00**  
167 **To Bonneville High School for their graduation party**  
168 **Approved unanimously (5-0)**

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171 **8.3 MOTION: MOTION TO CANCEL THE APRIL 21, 2020 COUNCIL MEETING**

172 Mayor and Council will be attending the annual Utah League of Cities and Towns Conference. The  
173 City Manager will be at the conference as well.

174 **Motion by Council Member Barker**  
175 **Seconded by Council Member West**  
176 **To cancel the April 21, 2020 Council Meeting**  
177 **Approved unanimously (5-0)**

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179 **9. COUNCIL COMMUNICATION WITH STAFF**

180 Council Member Brown thanked Meibos and Hanson for their work on a neighbor's home where her  
181 power grid was knocked out due to a flood.

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183 Council Member Barker asked if we will be running the ad Bonneville High School submitted. Hanson  
184 stated that we will be able to make it fit in the newsletter.  
185 He inquired about the trails that were mentioned in the paper. Hanson stated that we are working on an  
186 alternative trail for the tri-cities. He stated that we are working on a study with a consultant that will help  
187 show the need so that we can receive grant funding. Hanson stated that he did not know where the  
188 Standard Examiner is receiving their information.

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190 Council Member West asked who is managing our social media presence. Hanson stated that is managed  
191 as needed, however, he takes the lead managing the social media. Council Member West asked if we  
192 could step up the tasks and advertise the VIP program and other information that we could be relaying in  
193 between newsletters.

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195 Mayor Allen handed out a pamphlet on the 2020 Census for Council information in the event  
196 that they receive questions from residents. Hanson stated that it is really important that people fill out  
197 their census. He stated that staff is going to be working on getting the word out. Census numbers help our  
198 city receive funding. Mayor Allen stated that there will be two Planning Commission re-appointments at  
199 the next meeting. He has handed out information on his suggestions.  
200 Council Member Brown stated that most of the Council Member live in the South Side. He stated that  
201 going forward, he would like geographic representation from around the city. He stated that there are no  
202 representatives on the north side. He stated that he supports the Mayor's recommendation, however, he  
203 would like greater representation moving forward. The Mayor stated that he agrees with Council Member  
204 Brown. The Mayor stated that two years ago we received two applications, and he chose an applicant  
205 from the north side. He stated that at that time he told the other applicant that he would consider him at  
206 the next opening.

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208 **10. ADMINISTRATION REPORTS**

209 Hanson stated that two RAMP grant opportunities have been applied for this year. He stated that we were  
210 able to receive funding to replace the fence at Rohmer Park. He stated that the toddler playground has  
211 been approved as well.

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213 Hanson stated that the surrounding cities around Hill AFB are impacted by the base. He stated that were  
214 participating in a Compatible Use Plan with the base. He stated that we receive an impact from the base  
215 (sound, flight patterns). Hanson stated that we need to keep our environments clean and compatible so  
216 that the base can complete their missions. Hanson stated that our participation costs less than \$1000.00.  
217 He stated that the CUP is not a mandate, however, they will supply guidelines that the communities and  
218 the base can use to work with each other as they move forward.

219 Hanson stated that Layton City is taking the lead and working with consultants at Hill AFB.

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221 Hanson stated that we have received the information on how to change the time on the City clock tower.  
222 Hanson stated that he will work on getting the passwords to Council.

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224 **11. UPCOMING EVENTS**

225 March 17<sup>th</sup>: City Council Work Session 5:00 p.m.  
226 March 17<sup>th</sup>: City Council Meeting 6:00 p.m.  
227 March 26<sup>th</sup>: Planning Commission Meeting (Tentative)  
228 April 7<sup>th</sup>: City Council Work Session 5:00 p.m.  
229 April 7<sup>th</sup> City Council Meeting 6:00 p.m.  
230 April 21<sup>st</sup> : City Council Meeting Cancelled  
231 April 22-24<sup>th</sup>: ULCT Annual Conference  
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233 **12. MOTION: ADJOURN INTO CLOSED SESSION**

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235 **Council Adjourned into closed session to discuss:**

- 236 ○ To discuss the character, professional competence, or physical or mental health of an  
237 individual.  
238 ○ Strategy session to discuss pending or reasonably imminent litigation

239 **Motion by Council Member Brown**  
240 **Seconded by Council Member Barker**  
241 **To adjourn into a closed session**  
242 **Approved unanimously (5-0)**  
243 **Roll Call Vote Taken**  
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246 **13. ADJOURN THE MEETING: MAYOR ALLEN**  
247 **Mayor Allen Adjourned the meeting and closed session at 7:45 p.m.**  
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**Date Approved**

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**City Recorder**