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City of Washington Terrace

Minutes of a Regular City Council meeting
Held on April 3, 2018
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

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

- 11 Mayor Mark C. Allen
12 Council Member Scott Monsen
13 Council Member Blair Brown
14 Council Member Larry Weir
15 Council Member Scott Barker
16 Council Member Jeff West- excused
17 City Manager Tom Hanson
18 Finance Director Shari’ Garrett
19 Public Works Director Steve Harris
20 Fire Chief Bush
21 City Recorder Amy Rodriguez

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24 **Others Present**

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27 **1. WORK SESSION: 2019 TENTATIVE BUDGET, AND FY 2020-2024 BUDGET PLAN**
28 **5:00 P.M.**

29 Mayor Allen stated that he appreciated the opportunity to work with Council Member West on the
30 changes to the pay compensation plan. The Council reviewed the new proposed benchmark cities. The
31 Mayor explained the reasoning behind the city changes. The Mayor explained that the next step cities
32 were not completely dropped because those are the cities in which employees may move on to, while still
33 keeping the benchmarking local and with a smaller city feel. The Mayor stated that public and
34 government entities are very different from private entities. He stated that he and Council Member West
35 suggests that the city use the proposed plans and cities.
36 Mayor Allen stated that the suggestion is to add Morgan and Smithfield Cities, and deleting Sunset, West
37 Bountiful, North Salt Lake, and South Salt Lake. Mayor Allen stated that our plan is ten percent below
38 the average of the benchmark cities. The Mayor stated that we would like to keep close to the benchmark
39 cities. Council Member Monsen asked to move on from the topic, stating that unless we are planning on
40 making some big cuts, the plan seems to be working. Council Member Brown stated that the Council is
41 more aware of the process and it has been a learning study. He stated that only one city is below us on
42 medium income. He stated that he feels that Farmington, Syracuse, and Kaysville are higher in
43 population and would like them dropped from the benchmark study because he does not feel that they are
44 comparison cities. Hanson stated that it takes us down in comparative values because the shallower the
45 pool, the more spikes we will see on some of the positions. Some of the cities do not have comparable
46 positions to the City.

47 Mayor Allen stated that our city utilizes staff by having staff perform several functions. Council Member
48 Monsen asked if we are dissatisfied with the service we are getting for the price we are paying. He stated
49 that he is satisfied in every one of the categories, stating that we are getting the value in what we are
50 paying. Council Member Monsen stated that the study determines what we need to pay to have the staff
51 that we need. Mayor Allen stated that he agrees that it was a good exercise for everyone. Council
52 Member Brown stated that wages are the biggest expense and is worth learning the process. Hanson
53 stated that personnel will always be on the major budget issue.

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55 Garrett stated that the focus is to familiarize the Council with the major budget issues, stating that the
56 issues are all linked to Council priorities. Garrett stated that a major budget issue has a significant fiscal
57 impact, or future impact. They also may have a significant service level. Garrett stated that the
58 discussions are geared so that future issues can be built upon in meetings to come.

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60 Hanson stated that Fire and Emergency Medical Issues is still in the learning process discussions. He
61 stated that there are options for the tri-city agreement, ambulance services, and a part time/volunteer staff.
62 Hanson stated that the tri-city agreement is still in the researching phase. Mayor Allen stated that he met
63 with the Ogden Fire Chief and stated that he said he was willing to help in any way. Garrett stated that
64 the Fire/EMS plan is not listed in the plan. The tentative budget will reflect business as usually, however,
65 she stated that this is a topic that will need to be decided on down the line.

66
67 Hanson stated that the OTIS II plan is part of the five year outlook. He stated that the goal is to maintain
68 the infrastructure throughout the city.

69
70 Hanson stated that Personnel will always be a part of the major budget discussions.

71
72 Hanson stated that there is a decrease in the 2019 plan for Law Enforcement services, however, he is
73 anticipating an increase in the boarding fees for animal control. Garrett stated that there is a lot of
74 uncertainty on the contract and therefore it is showing up as a major budget issues. She stated that there
75 are a lot of inconsistencies.

76
77 Hanson stated that staff is not proposing any increase in water or storm. He stated that they are proposing
78 an increase of .75 for sewer, and .15 percent for refuse. Hanson stated that the outside pressures for
79 increases this year are very small. Hanson stated that this is an opportunity to use the .75 to be used for
80 infrastructure. Garrett stated that all of the systems are experiencing increases in operating costs,
81 however, water and storm are experiencing lowering of operating costs in some areas. She stated that the
82 net cost is very minimal. Garrett stated that the increase could be used to build up capacity in the
83 infrastructure area. She stated that she does not know how many years we will have a minimal operating
84 cost for utilities. She stated that sewer needs are the highest capital cost that we have.

85 Garrett stated that there are pros and cons to having a flat rate for sewer costs. The Mayor and Council
86 agreed that infrastructure should be built up. Garrett stated that the impact would be .90 flat rate. The
87 increase would be re-invested into the infrastructure.

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89 Hanson stated that there are not a lot of significant increases in the budget, however Garrett stated that
90 there are a lot of smaller impacts looming.

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

- 96 Mayor Mark C. Allen
- 97 Council Member Scott Monsen
- 98 Council Member Blair Brown -excused
- 99 Council Member Larry Weir
- 100 Council Member Scott Barker
- 101 Council Member Jeff West- excused
- 102 City Manager Tom Hanson
- 103 Finance Director Shari' Garrett
- 104 Public Works Director Steve Harris
- 105 City Recorder Amy Rodriguez
- 106 Lt. Pledger

107
108 **Others Present**

109 Charles and Reba Allen, Ulis Gardiner, Denzil Remington

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

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112 **3. PLEDGE OF ALLEGIANCE**

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114 **4. WELCOME**

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116 **5. CONSENT ITEMS**

- 117
- 118 **5.1 APPROVAL OF AGENDA**
- 119 **5.2 APPROVAL OF MARCH 20, 2018, MEETING MINUTES**

120 Items 5.1 and 5.2 were approved by general consent.

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122 **6. CITIZEN COMMENTS**

123 There were no citizen comments.

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

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

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129 **8. NEW BUSINESS**

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131 **8.1 PRESENTATION: FISCAL YEAR 2019 BUDGET PLAN, AND FISCAL YEARS**
132 **2020-2024 BUDGET PLAN**

133 Hanson presented the major budget items overview. Hanson stated that there are several areas that impact
 134 the budget significantly (either up or down). He stated that staff puts together the major budget issues as
 135 part of a five year budget plan. Hanson stated that one of the items is Fire and EMS services. Hanson
 136 stated that we are looking at options on how to recruit and retain firefighters. Some of the options include
 137 a part time/part volunteer staff, ambulance services, and possible expansion into that tri-city fire district.
 138 Hanson stated that OTIS II is a few years out, however, the city is looking at capturing funds moving
 139 forward to maintain and replace capital facilities and best practices for maintaining the infrastructure.
 140 Hanson stated that personnel is the third largest major budget issue. Hanson stated that Council
 141 determined the best match for comparison cities. Hanson stated that we use an average mark of the

142 benchmark marketplace cities, and take away ten percent. He stated that we balance a high level of
143 service with affordability.

144 Hanson stated that law enforcement services will decrease by \$4825.00 this year. Hanson stated that there
145 will be a small increase on boarding at the shelter. Hanson stated that law enforcement is hard to project
146 and so it remains a major budget issue.

147 Hanson stated that staff is not proposing an increase in water or storm fees. Hanson stated that there is an
148 opportunity to raise sewer rates by .75, which would be an investment in infrastructure capital
149 improvements. Hanson stated that refuse is expected to increase by .15 to cover the cost of carts and help
150 with the hauling increase. Mayor Allen stated that the county may not need the increase for the tipping
151 fees. Hanson stated that the County operates under a calendar year budget.

152 Hanson stated that the recycling program and refuse contracts are under review. Hanson stated that a new
153 contract will be approved within the next few months.

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155 **9. COUNCIL COMMUNICATION WITH STAFF**

156 Council Member Mosen asked about Terrace Days. Hanson stated that it is on track and will be
157 discussed at the next meeting.

158 Council Member Barker asked when the road by the hospital will be fixed. Hanson stated that staff is
159 working on bundling the water loss and damages, and an invoice will be sent to the company by
160 attorneys.

161 Mayor Allen stated that he attended the WACOG meeting. He stated that SB 76 was a big topic, covering
162 transportation needs and the counties who will benefit.

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164 **10. ADMINISTRATION REPORTS**

165 Hanson stated that there will be a Weber Basin Water tour on June 6th. Hanson stated that there will be
166 federal and state mandates for infrastructure improvements in the delivery system of water. Mayor Allen
167 stated that there will be an excursion planned for the Sewer District tour.

168 Hanson stated that the Country Club has submitted annexation application for the annexation of the club
169 into South Ogden. Hanson stated the property owner has chosen to be annexed with South Ogden,
170 however the City can make petition to oppose. Council Member Mosen does not see any advantage to
171 petition to oppose.

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173 **11. UPCOMING EVENTS**

174 April 3rd: City Council Work Session 5:00 p.m.

175 April 3rd: City Council Meeting 6:00 p.m.

176 April 17th: City Council Work Session 5:00 p.m.

177 April 17th: City Council Meeting 6:00 p.m.

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

180 Mayor Allen adjourned the meeting at 6:49 p.m.

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182 **13 THE COUNCIL ADJOURNED TO A WALKING TOUR OF THE NEW PUBLIC**
183 **WORKS SHOP CONSTRUCTION LOCATED AT 575 East 5600 South**

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Date Approved

_____ **City Recorder**