

City of Washington Terrace

Minutes of a Regular City Council meeting
Held on June 4, 2019
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT AT WORK SESSION

Mayor Mark C. Allen
Council Member Scott Monsen
Council Member Blair Brown
Council Member Larry Weir
Council Member Scott Barker
Council Member Jeff West
Finance Director Shari' Garrett
City Treasurer Gina Kochendorfer
Public Works Director Steve Harris
Operations Supervisor Denzil Remington
City Recorder Amy Rodriguez
City Manager Tom Hanson
GIS Skylar Schulzke

Others Present

1. WORK SESSION: 5:00 P.M. **TOPICS TO INCLUDE; BUT ARE NOT LIMITED TO: EQUIVALENT RESIDENTIAL UNIT (ERU) AUDIT CONCLUSIONS AND DISCUSSION**

Schulzke stated that one ERU is 2800 square feet of impervious surface. He stated that each ERU is \$8.00. He stated that anything that water cannot permeate through is an impervious surface (hard surface). He stated that an audit was done on Washington House Assisted Living Center and it was found that they were being charged 19,000 square feet over their entire surface. They were being overcharged 18 ERU's each month. They were credited back for 3 months per ordinance.

This outside audit and finding prompted the City to review the ERU's in the City. Schulze stated that all single residential units are charged for 2800 square ft of impervious surface. All non-single family residential parcels pay a multiple of this base fee.

Schulzke stated that he found 71 percent were found to be accurate. He stated that he found enough discrepancies in the remaining 30 percent to review each parcel. He noted that there are not clear records of how the initial ERU's were calculated. There were no clear records of methodology.

Schulzke stated that he did a complete random sampling of all the residential units in the City.

The review found that there were inconsistencies in some of the billing.

Schulzke stated that current code restricts ability to charge for storm water fees. If someone does not have a utility bill, they cannot be charged for storm water. Hanson stated that there are some properties that are just a slab of property that do not have water. They do have impervious surfaces, yet they cannot be charged for storm water.

Schulzke stated that it was found that on average, duplexes have 2 times as much impervious surface than single family homes. It was suggested that the code be modified to adopt a standard of 2 ERUs per duplex which is consistent with methods of other cities.

Schulzke stated that multi-unit apartments will be treated as commercial properties and individually calculated by GIS.

Schulzke stated that PRUD and Condos were being charged 1 ERU, however, their parking lots and other impervious surfaces were not calculated. It was suggested that condos and PRUD shall pay a multiple of the ERU base rate where the surface is calculated and divided among the individual homes or units.

Schulzke stated that only hard surfaces are calculated, not grassy areas. He stated that it was found that exemptions were in place for Ogden Regional Hospital, Adams Avenue Parkway, and Pleasant Valley Golf, due to shared infrastructure with the City.

Schulzke stated that it is recommended that a storm sewer service fee shall be charged to the owner of the property if they have not received a utility bill (example, storage units, parking lots).

Schulzke stated that the changes will add an additional \$956 per year.

Harris stated that Remington is researching valves for retention basins to help alleviate problems during downpour storms.

Hanson asked Council on how they would like for us to proceed. Council Member Brown stated that he supports the discussion and work being done for everyone to pay their fair share. He stated that he supports the 2 ERU units on the duplex properties, as it keeps it simple for calculations.

Council Member West stated that a baseline is being established and a procedure moving forward.

Hanson stated that equity was the main focus of the audit, not monetary gains.

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Council Member Jeff West
Finance Director Shari' Garrett
Public Works Director Steve Harris
City Recorder Amy Rodriguez
City Manager Tom Hanson
Weber County Sheriff Lt. Jeff Pledger

Others Present

Charles and Reba Allen, Amy Miller, Ulis Gardiner, Brenda Upright, Jason Waterson, Brent Butler

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 MAY 21, 2019, MEETING MINUTES

Items 5.1 and 5.2 were approved by general consent.

6. **CITIZEN COMMENTS**

Brenda Upright from Republic Services presented a donation check for Terrace Days sponsorship.

Jason Waterson from Utah Local Governments Trust presented the TAP program award to the City. The TAP program is a safety program. He stated that the City received a \$2599 check for their efforts.

Amy Miller representing the Methodist Church handed out a flyer on children summer programs. She stated that her organization will have a booth at Terrace Days this weekend. She stated that there is a community event in Rohmer Park on July 7th that everyone is welcomed to attend. She stated that there will be a preparedness fair on June 22nd.

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

COMMENTS

Hanson stated that it is always a pleasure to have Amy Miller at our meetings.

8. NEW BUSINESS

8.1 MOTION/RESOLUTION 19-21: INTERLOCAL AGREEMENT FOR COLLECTING AND REPORTING BEER TAX FUNDS

Garrett stated that this interlocal will allow the sheriff's office to collect and expend money collected from beer tax. These monies are restricted to be used to for prevention programs, monitoring, substance abuse programs and activities relating to enforcement of alcohol activities.

The Sheriff's Office has agreed to give the funds back to the city as a reduction on our annual contract with them. Garrett stated that the number of outlets in a community affects the amount of tax we receive. Garrett stated that we receive around \$7500 a year in beer sale tax.

Garrett stated that the money will come back to us as an unrestricted format so we may use the funds as we chose.

**Motion by Council Member West
Seconded by Council Member Weir
To approve Resolution 19-21**

To approve the interlocal agreement authorizing Weber County Sheriff's Office to collect, expend, and report state issued Beer Tax Funds pursuant to Utah Code 32B-2-401 through 403.

In return, the City would receive an annual contract credit equivalent to the City's entitled distribution

Approved unanimously (5-0)

Roll Call Vote

9. COUNCIL COMMUNICATION WITH STAFF

Council Member Weir stated that a neighbor of his had a stroke and the Fire Department arrived Within 2 minutes of her call. She wanted to express her thanks to the EMT's and our Fire Department for their quick and professional response. She stated that she wanted to express her thanks for their quality of work. She stated that she wanted it known that she supports what the City is trying to do to help recruit and retain quality firefighters.

Mayor Allen asked about the property at 500 West and 5000 South. Hanson stated that the property has been purchased and the owners are taking down the trees and cleaning up the area for an approved development. Hanson stated that the owner of properties can do what they wish with the landscaping, but must get City approval for construction development on the property.

Hanson stated that the RDA work on the road has helped that property in this new phase.

Hanson stated that the Grand Marshalls have been contacted for Terrace Days. He stated that the golf carts for Council have been lined up for the parade.

10. ADMINISTRATION REPORTS

Terrace Days events were discussed.

Hanson asked if the Scout Troop was contacted to lead the parade. Council Member Brown stated that he has contacted them and will discuss it with them again this week.

The Mayor expressed his appreciation to the staff for their

11. **MOTION: ADJOURN INTO CLOSED SESSION**

**Motion by Council Member Monsen
Seconded by Council Member Barker
To Adjourn into closed session
Approved unanimously (5-0)
Roll Call Vote
Time: 6:41 p.m.**

Council Adjourned into closed session to discuss:

- To discuss the character, professional competence, or physical or mental health of an individual.

**Motion by Council Member Barker
Seconded by Council Member Weir
To adjourn the closed session into the regular meeting
Approved unanimously (5-0)
Time: 7:06 p.m.**

12. **NEW BUSINESS (CONTINUED)**

12.1 MOTION: APPOINTMENT OF ACTING CITY TREASURER

Mayor Allen made the recommendation to appoint Heidi Gerritsen as acting City Treasurer.

**Motion by Council Member Brown
Seconded by Council Member Weir
To appoint Heidi Gerittsen as Acting City Treasurer
Contingent on results of the appropriate background checks and pre-employment review
Approved unanimously (5-0)**

13. **UPCOMING EVENTS**

June 7th: Movie in the Park

June 8th: Terrace Days

June 18th: Taxation and Fire Operations Town Hall 6:00 p.m.

June 18th: City Council and RDA Meeting 7:00 p.m.

June 27th: Planning Commission Meeting (tentative)

14. **ADJOURN THE MEETING: MAYOR ALLEN**

Mayor Allen adjourned the meeting at 7:12 p.m.

Date Approved

City Recorder