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City of Washington Terrace

Minutes of a Regular City Council meeting
Held on August 18, 2020
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

9 * **Note:** The Centers for Disease Control and Utah Department of Health have declared a national and state
10 pandemic for COVID-19 where social distancing and other requirements are in place to prevent the spread of this
11 infectious disease. Members of the Public may view the meeting via the City’s Facebook page at:
12 Washingtonterracecity.com. Comments on appropriate agenda items may be emailed to:
13 amy@washingtonterracecity.org, or typed into the Facebook live stream at the citizen’s comments agenda item.

14 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT AT THE WORK SESSION**

15 Mayor Mark C. Allen
16 Council Member F. Carey Seal
17 Council Member Blair Brown
18 Council Member Larry Weir
19 Council Member Scott Barker
20 Council Member Jeff West
21 Chief Building Official/General Planner Tyler Seaman
22 City Manager Tom Hanson
23

24 **1. WORK SESSION:COUNCIL FIELD TRIP TO TOUR THE CITY TO EVALUATE**
25 **ISSUES ASSOCIATED WITH PARKING REGULATIONS 5:00 PM**

26 Council met at City Hall and then toured the City while discussing parking conditions and current
27 regulations.
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30 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT**

31 Mayor Mark C. Allen
32 Council Member F. Carey Seal
33 Council Member Blair Brown
34 Council Member Larry Weir
35 Council Member Scott Barker
36 Council Member Jeff West
37 Chief Building Official/General Planner Tyler Seaman
38 Public Works Director Jake Meibos
39 Fire Chief Clay Peterson
40 City Recorder Amy Rodriguez
41 City Manager Tom Hanson
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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 AUGUST 4, 2020 MEETING MINUTES

Items 5.1 and 5.2 were approved by general consent.

6. CITIZEN COMMENTS

Resident Mic Llowe asked Council if they could mention the top three items of concern on the field trip tour around the City and how are the parking regulations going to be enforced if you there is no manpower to do so.

He also asked if the City has an avenue to address issues anonymously.

7. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN COMMENTS

Hanson stated that we do struggle with manpower. He noted that Seaman wears many hats, including code enforcement, building inspections, and planning. He stated that code enforcement issues are prioritized for life and safety, property value issues, and on a complaint basis. Hanson stated that not everything can be addressed, but we are trying to prioritize.

Seaman stated that the point of the parking field trip was reviewing safety issues concerning sidewalks and on-street parking. He stated that the main focus was vehicles that stick out enough that force people off of the sidewalk and onto the road. He stated that the discussion was based on what needs to be addressed and changed, focusing on safety.

Seaman stated that he tries to keep all complaints anonymous, as to not cause friction between neighbors. He stated that the City is working on a submittal form on the website that would be anonymous. Currently, a resident may call Seaman in his office.

Council Member Brown stated that Council wanted to understand the issues of all the residents so that they could see who is affected and what needs to be done to be fair to all the residents in the City. He stated that the visual tour worked out very well. Mayor Allen agreed that the top priority is to get all cars off the sidewalks, as well as getting cars off of the street. Hanson stated that he reached out to Lt. Butler on after-hours enforcement on safety issues. Mayor Allen stated that we are taking this very seriously and trying to clean up the ordinances to make them more enforceable. Council Member West stated that there are challenges throughout the City, and the driving objective is safety as the ordinance is reviewed.

8. RECURRING BUSINESS

8.1 DISCUSSION/MOTION: APPROVAL OF THE REQUEST FOR PROPOSAL (RFP) FOR THE LOT SALE OF CITY PROPERTY LOCATED AT 5580 SOUTH

92 **ADAMS AVENUE PARKWAY**

93 Hanson stated that the City owns the property directly south of the library. He stated that he would like to
94 move forward to a selection process with a declaration of surplus property. He stated that the RDA Board
95 would be able to choose the developer in which they would like to work with. He stated that the City
96 would like to have the best options for the sale of the property. To this end, he would recommend that
97 Council do not approve the Request for Proposal option.

98 Hanson stated that the declaration of surplus property would turn the property over to the Redevelopment
99 Agency. Hanson reviewed the goals of the RDA.

100 Hanson stated that the RDA would be able to have a partnership with a developer to help accomplish our
101 RDA goals.

102 Council Member Barker agreed that this item go through the RDA.

103
104 **Motion by Council Member Barker**

105 **Seconded by Council Member West**

106 **To not move forward with the Request for Proposal Process**

107 **And allow it to come back for discussion through the**

108 **Redevelopment Agency as surplus property**

109 **Approved unanimously (5-0)**

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112 **9. NEW BUSINESS**

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115 **9.1 MOTION: AWARD CONTRACT(S) FOR THE 2020 CDBG**

116 **“COMPLETION OF TANK #1 UPGRADES AND WATER LINE” PROJECT**

117 Meibos stated that this project will complete the three year project upgrading and improving
118 water tank #1. He stated that we received three bids for the pipe installation (schedule A) and one
119 for the painting and equipment (schedule B).

120 Meibos stated that the low bidder was Leon Poulsen Construction. He stated that the two lowest
121 bids were very close. He stated that the bids came in lower than the engineer estimates.

122 Meibos stated that the painting bid came in higher than the estimates, but noted that the
123 painting of the tank has been a difficult project to bid. He stated that he is comfortable with the
124 pricing of the bid.

125 Mayor Allen stated that we have been fortunate to receive the CDBG grants for projects that need
126 to be done.

127 Meibos stated that half of the project needs to be completed by the end of the year so that we can
128 apply for a grant in 2021. He stated that we will move forward with the schedules soon.

129
130 **Motion by Council Member West**

131 **Seconded by Council Member Seal**

132 **To approve the Completion of the Tank one Upgrades Project**

133 **And award the contract to**

134 **Leon Poulsen Construction**

135 **Approved unanimously (5-0)**

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138 **Motion by Council Member Barker**

139 **Seconded by Council Member Brown**
140 **To award the 2020 CDBG Contract to**
141 **Viking Painting subject to state approval for the contractor**
142 **Approved unanimously (5-0)**
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145 **9.2 MOTION/RESOLUTION 20-12: INTERCOUNTY AUTOMATIC AID**
146 **FIRE AGREEMENT**

147 Chief Peterson stated that the apparatus and personnel listed in the interlocal does not affect
148 Washington Terrace at this time, however, it may affect us on the back end if the apparatus is not
149 available.

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151 **Motion by Council Member Weir**
152 **Seconded by Council Member Barker**
153 **To approve Resolution 20-12 to enter into**
154 **The Intercounty Automatic Aid**
155 **Fire Agreement**
156 **Approved unanimously (5-0)**
157 **Roll Call Vote**
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160 **9.3 MOTION/ORDINANCE 20-04: AMENDMENT TO CHAPTER 17.10 RELATING**
161 **TO IN-FILL RESIDENTIAL DEVELOPMENT**

162 Seaman stated that the amendment to the In-fill ordinance requests an additional parcel to be added to the
163 in-fill map. He stated that the applicant has requested to have a twin home built on the location. He stated
164 that it has been approved and recommended by the Planning Commission. Seaman stated that there is
165 about 94 feet in back from the fence line that borders the school. He stated that there will be double
166 driveways and will be 30 feet from the sidewalk.
167

168 **Motion by Council Member West**
169 **Seconded by Council Member Barker**
170 **To approve Ordinance 20-04 amending**
171 **Chapter 17.10**
172 **The In-fill Residential Development ordinance**
173 **Approved unanimously (5-0)**
174 **Roll Call Vote**
175

176 **10. COUNCIL COMMUNICATION WITH STAFF**

177 Council Member Seal stated that the green signs in Rohmer Park are very bright and very big.
178

179 Council Member Brown asked if the sign ordinance has been approved concerning real estates. Seaman
180 stated that it has been added to the ordinance, stating the size has been reduced for allowed signs. He
181 stated that open house signs cannot be more than 4 square feet. He stated that on-premise signs is 8
182 square feet.

183 Hanson stated that the Fieldcrest Development has been completed.

184 Council Member Brown stated that the new in-fill housing are beyond belief and great quality.
185

186 Mayor Allen stated that there are still some blue ribbons on 5000 South and asked that someone take
187 them down. Hanson stated that they will be taken down.

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189 **11. ADMINISTRATION REPORTS**

190 Hanson displayed the signs at Rohmer Park concerning the leash up and clean up campaigns. Hanson
191 stated that this will be the focus of the “What’s Right In Washington Terrace” article for the newsletters.

192

193 Hanson stated that the Weber County Opioid Campaign is going well at Rohmer Park. This is sponsored
194 by the Communities that Care.

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197 **12. UPCOMING EVENTS**

198 August 27th: Planning Commission Meeting 6:00 p.m.

199 September 1st: City Council Meeting 6:00p.m.

200 September 7th: City Offices closed for Labor Day

201 September 15th City Council Meeting 6:00 p.m.

202 September 17th: Red Cross Donation Bloodmobile 2:00-7:00 p.m. (registration needed)

203 September 24th: Planning Commission Meeting 6:00 p.m.

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205 **13. ADJOURN THE MEETING: MAYOR ALLEN**

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**Motion by Council Member Brown
Seconded by Council Member Weir
To adjourn the meeting
Approved unanimously (5-0)
Time 6:57 p.m.**

**14. ADJOURN INTO RDA MEETING (THE RDA MEETING WILL BEGIN
IMMEDIATELY FOLLOWING THE REGULAR MEETING)**

Date Approved

City Recorder