



Regular City Council Meeting
Tuesday, October 15, 2019
City Hall Council Chambers
5249 South 400 East, Washington Terrace City
801-393-8681
www.washingtonterracecity.com

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

2. **PLEDGE OF ALLEGIANCE**

3. **WELCOME**

4. **CONSENT ITEMS**

4.1 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.

4.2 APPROVAL OF SEPTEMBER 17, 2019, MEETING MINUTES

5. **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.

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

7. **NEW BUSINESS**

7.1 PRESENTATION: SHERIFF OFFICE QUARTERLY REPORT

Sheriff Arbon will present a presentation to Council regarding current activity, along With future expectations within the Department.

7.2 PRESENTATION: FIRE DEPARTMENT QUARTERLY REPORT

A presentation on activity during the months of July-September 2019.

7.3 PRESENTATION: ANIMAL CONTROL QUARTERLY REPORT

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.

A presentation on activity during the months of July-September 2019.

7.4 MOTION: APPROVAL OF THE SIDEWALK TRIP HAZARD PROGRAM TO INCLUDE FUNDING AMOUNT

Approval of a Program to identify trip hazards in the city. Staff will be presenting a funding range to Council for approval to move forward in correcting the hazards once a contractor has been chosen.

7.5 MOTION/RESOLUTION 19-28: A RESOLUTION AUTHORIZING THE RECERTIFICATION OF THE WASHINGTON TERRACE CITY JUSTICE COURT

In accordance with State law, all Justice Courts must be recertified at the end of each 4 year term.

7.6 DISCUSSION: REALTOR SIGN DISCUSSION

Discussion on sign size and placement of realtor signs in the City.

8. COUNCIL COMMUNICATION WITH STAFF

This is a discussion item only. No final action will be taken.

9. ADMINISTRATION REPORTS

This is an opportunity for staff to address the Council pertaining to administrative items.

10. UPCOMING EVENTS

October 24th: Planning Commission 6:00 p.m.

November 5th: Municipal Elections!

November 5th: City Council meeting 6:00 p.m.

November 11th: City Hall Closed in honor of Veteran's Day

November 19th: City Council Meeting (Board of Canvass Meeting)

November 21st : Planning Commission Meeting (tentative)

November 28th-29th: City Offices closed for Thanksgiving

11. ADJOURN THE MEETING: MAYOR ALLEN

12. RDA MEETING (Immediately following the City Council Meeting)

For more information on these agenda items, please visit our website at www.washingtonterracecity.com

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City of Washington Terrace

Minutes of a Regular City Council meeting
Held on September 17, 2019
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT

- Mayor Mark C. Allen – Excused
- Mayor Pro Tempe Scott Barker
- Council Member Scott Monsen – arrived 6:01 p.m.
- Council Member Blair Brown
- Council Member Larry Weir
- Council Member Jeff West – arrived 6:08 p.m.
- Public Works Director Jake Meibos
- Public Works Operations Manager Denzil Remington
- Building Official Jeff Monroe
- City Recorder Amy Rodriguez
- City Manager Tom Hanson

Others Present

Charles and Reba Allen, Spencer and Marsha Smith, Ulis Gardiner

- 1. **ROLL CALL** **6:00 P.M.**
- 2. **PLEDGE OF ALLEGIANCE**
- 3. **WELCOME**
- 4. **CONSENT ITEMS**

- 4.1 APPROVAL OF AGENDA**
- 4.2 APPROVAL OF SEPTEMBER 3, 2019, MEETING MINUTES**

Items 4.1 and 4.2 were approved by general consent with one change to the minutes concerning arrival time of Council Member West.

5. CITIZEN COMMENTS

Resident Gary Klema- 429 W 4625 S – stated that he is upset that citizens only have 3 minutes to speak at Council meetings.

He stated that there are no grocery stores and only one gas station and he stated that taxes keep getting raised because we have nowhere else to get money from. He suggested that 300 West could become a toll road with free passes for residents. He expressed concern about the Fire Department. He would like to know what the plan is for the city before it gets out of control.

Resident Spencer Smith -229 W 5400 S- stated that he believes that South Ogden City is not providing adequate animal control. He stated that there is a vicious dog in his neighborhood. He stated that three children have been bitten by the dog. He stated that he finally had a summons issued for the owners of

49 the dog by calling South Ogden Police Department. He stated that he does not believe we are getting the
50 service that we are paying for. He stated that he has learned that the department has lost several animal
51 control officers and have not replaced them.

52

53 **6. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN**
54 **COMMENTS**

55 Mayor Pro Tempe Barker stated that Council and staff are available at any time for discussions. He noted
56 that Council receives information ahead of the meetings and they try to share information with the
57 residents. He stated that Hanson’s door is always open and he is happy to answer any questions. Council
58 Member Brown stated that there needs to be control and business needs to be conducted during the
59 meetings, but he agrees with Mr. Klema that it is not fair or customer friendly to not allow citizens to
60 have a dialogue with Council at the meetings.

61 Council Member Brown stated that he has a lot of issues with the South Ogden Animal Control as well
62 and agrees with Mr. Smith’s comments. He stated that it is a money issue and is not an easy fix. He
63 believes that the meetings need to be more customer friendly.

64 Hanson stated that Council, Mayor and himself are always available for extended conversations with
65 residents.

66 Hanson stated that the city is mandatorily required to provide fire services in the City. Hanson stated that
67 now that we receive automatic aid, other community fire departments help respond to fire situations.
68 Hanson suggested that residents read through the budget document to understand “the plan” of the city
69 corporation.

70 Hanson stated that he has spoken to the Smith’s regarding their concerns. He stated that he recognizes the
71 shortages with Animal Control and is following up on procedures and challenges with the Department.

72 Hanson stated that the City is paying around \$35,000 a year for their services. He stated that with wages,
73 vehicles, and insurance it would run around \$100,000 a year if we contract with the county or run our
74 own department. Hanson stated that he will follow up with the Smith’s.

75 Council Member Mosen stated that \$35,000 is too much to pay for no services and something needs to
76 be done to rectify the situation.

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78 **7. NEW BUSINESS**

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80 **7.1 MOTION/ORDINANCE 19-07: AMENDMENT TO SECTION 17.44.080 OF THE**
81 **MUNICIPAL CODE REGARDING FENCE, HEDGE, AND WALL REGULATIONS.**

82

83 Monroe stated that staff is proposing to allow scallop fences on corner lots. He stated that the posts are 3
84 feet, however the elevation of the fences are 2 feet. Monroe stated that the fences do not bother line of
85 sight and still allow for privacy for residents on corner lots from people cutting through their lot. Monroe
86 stated that this allows for beautification of corner lots. Monroe stated that there are a few scalloped fences
87 in the city already and this would allow them in the city.

88 Council Member Mosen stated that he is not concerned with the height of the fence, however he is
89 concerned with line of sight and ability to see traffic. Monroe stated that line of sight and safety are
90 always his priority when approving fences. Monroe stated that the building department will approve the
91 design of the fencing before permitting. Monroe stated that we can add language to add that the grading
92 begin at sidewalk level to the ordinance per Council Member West suggestion. This change will be made
93 before final codification.

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Motion by Council Member Brown
Seconded by Council Member Weir
To approve Ordinance 19-07 amending

97 **Section 17.44.080 of the municipal code regarding**
98 **Fence, hedge, and wall regulations including the added language as suggested**
99 **Approved unanimously (5-0)**
100 **Roll Call Vote**

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102
103 **7.2 MOTION: APPROVAL TO AWARD THE CONSTRUCTION CONTRACT FOR**
104 **THE WATER MAINS TO FEED TANK # 1**

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106 Meibos stated that bids were opened on September 10, 2019 and Great Basin Development and
107 Construction were the most responsible lowest bidder at \$343,082. Meibos stated that a lower bidder did
108 not meet qualifications on the project. Meibos stated that he has called references on the company and
109 feels comfortable with the company. Meibos stated that he spoke to several other cities or entities for
110 references and all had favorable reviews.

111 Meibos stated that fifty percent of the grant must be spent by December in order to apply for a 2020
112 CDBG grant. The company will most likely begin work the second week in October. They believe they
113 can finish the project by mid- November.

114
115 **Motion by Council Member Monsen**
116 **Seconded by Council Member West**
117 **To award the construction contract for the water mains**
118 **To feed tank#1**
119 **To Great Basin Development and Construction**
120 **Approved unanimously (5-0)**
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123 **8. COUNCIL COMMUNICATION WITH STAFF**

124 Council Member Brown stated that we should be very proud of the work Public Works has done at
125 Rohmer Park.

126 Council Member Brown stated that a realtor has parked his van for the sole purpose of advertising down
127 by Terrace Depot. He would like staff and Council to review and discuss realtor signs and business signs.
128 He stated that another realtor has a sign that is oversized and glaring into a neighbor's window.

129 Council Member Monsen stated that he would like to be a co-signer to Council Member Brown's
130 comments.

131 Council Member Barker stated that there were some good classes at the ULCT training last week and
132 encourages Council to attend the meetings when they are available.

133
134 **9. ADMINISTRATION REPORTS**

135 Hanson stated that RAMP ribbon cutting will be on October 8th at 6:00 p.m.

136 Hanson stated that the employee appreciation lunch will be held on October 8th.

137 Hanson stated that the Council retreat will be held on December 7th from 8:00 am to 2:00 pm. Council
138 Member Barker asked if there can be a short discussion on citizen comments and processes.

139 Hanson stated that we have been seeing remarkable results with fire department applications and shift
140 sign ups.

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142 **10. UPCOMING EVENTS**

143 **September 26th: Planning Commission 6:00 p.m. (tentative)**

144 **October 1st : City Council Meeting 6:00 p.m.**

145 **October 14th: City Offices closed for Columbus Day**

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October 15th: City Council Meeting 6:00 p.m.
October 24th: Planning Commission (tentative)

11. ADJOURN THE MEETING: MAYOR ALLEN
Mayor pro tempe Barker adjourned the meeting at 6:41p.m.

Date Approved

City Recorder

Washington Terrace Animal Control Quarterly Report July-September 2019

	Attack/Bite	Barking	Stray/Roaming	Carcass Removal	Citizen Assist.	Followup	Injured animal	Citations	Cruelty	Calls For Service	Extra Patrol
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Sep-19	1	1	7	1	0	3	0	3	2	19	1
Aug-19	2	4	11	0	1	0	1	1	1	21	0
Jul-19	3	1	6	1	2	4	3	0	1	24	3
Quarterly Totals	6	6	24	2	3	7	4	4	4	64	4

City Council Staff Report

Author: Jake Meibos
Subject: Update Sidewalk trip hazard repair
Date: 9/27/19
Type of Item: Discussion / Approval



Summary: Action for Repair/Replacement of sidewalk trip hazards.

Description:

- **Topic: Sidewalk Repair/Replacement Program**
- **Background:** In order to improve public safety, The Public Works Department has performed a comprehensive trip hazard audit of the sidewalk system. Several trip hazards were identified. Many of the trip hazards are due to tree roots lifting the sidewalk, utility trenches settling and breaking for unknown reasons. Trip hazards are defined as any vertical change in ground level of 1/4" or more.

Ordinance. 8.16.030 3-a

Any tree that impacts or that encroaches onto neighboring property, over or through a fence, or that lifts, cracks, or otherwise impairs, impedes, or damages any curb, gutter, drive approach, or sidewalk shall, immediately removed, cut, or trimmed, and/or maintained, and any and all damage shall be responsibly repaired.

As property owners change (move in and move out of a property) ordinance 8.16.030 3-a becomes difficult to enforce. However, by means of annual sidewalk inspections and current mapping the City will have a current location of all hazards. By eliminating all levels of trip hazards at this time the City can actively enforce the City ordinance.

Once the hazard has been fixed by the City that location will be documented and tracked by a work order and linked to the property. In the future the ordinance will be enforced and the property owner will be responsible to fix the sidewalk and remove the cause of the damage. At the time of repairs, a notice will be sent to the affected property owner stating that the City has repaired the hazard adjacent to their property. Any damage in the future will be the responsibility of the property owner to remove and replace the sidewalk and removal of the tree.

By taking this approach, trip hazards will be eliminated in a timely manner with minimal impact to our residents and create a safe sidewalk area throughout the City.

The City is actively enforcing the current ordinance for new construction and planting of trees in restricted areas. This will decrease the amount of trip hazards in the future.

Analysis: The City has categorized the severity of each hazard, from ¼”- 1”, 1”-2”, 2”+. The City has also created map for location and severity of each hazard.

- First priority 2”+. Remove and Replace
- Second priority 1”-2”. Vertical cutting or Remove/Replace
- Third priority ¼”-1”. Lifting sections of the sidewalk.

There are 49 areas with major hazards. Approx. 676 linear ft. of side walk will have to be replaced. 66% are due to trees and 34% are due to utility trenches settling. Eliminating the 2” and greater trip hazards this year will require an estimated cost of \$15,000-\$20,000. Next fiscal year (2020) we will approach the next category of hazards by horizontal cutting and or removal/replacement with a budget of \$15,000-\$20,000. By taking this approach the City will reduce the sidewalk trip hazards. An annual inspection and documentation program of the City sidewalks will create a proactive and consistent enforcement program.

I am currently in search of a qualified concrete contractor to agree to a multiple year contract. The selected contractor will agree to all concrete projects and emergency projects as needed.

Recommendation: Approving the Sidewalk Trip Hazard program will provide a safe pedestrian walking path in the near future. At that time, City ordinance can be effective once the sidewalks are brought into compliance.

By approving this approach, the Public works Department can select a Contractor and move forward with the program.

Department Review: Public Works, GIS



WASHINGTON TERRACE CITY

5249 S 400 E

Property owner / Resident

In order to improve public safety, Washington Terrace Public Works Department has developed a one-time sidewalk trip hazard replacement program. Following a comprehensive trip hazard audit of the sidewalk system several trip hazards were identified for replacement. Each hazard has been categorized into levels of severity and prioritized. First priority will be trip hazards 2" and greater in height, second priority 1"-2" and third priority 1/4"-1". Starting with the first Priority the City will remove and replace the sidewalk causing the trip hazard at the Cities expense. If tree roots are causing the damage the roots will be removed. When tree roots are removed the City will not be responsible for the health of the tree.

Second priority trip hazards will be repaired in the future by horizontal cutting or grinding. Third priority hazards will be repaired by concrete lifting and pumping. Once the sidewalk has been repaired adjacent to your property it will be documented and inspected annually for any further damage.

Any future damage to City infrastructure will be the financial responsibility of the property owner to repair.

Refer to Ordinance 8.16.030 3-a for compliance standards

This project will ensure a safe sidewalk path through the City Of Washington Terrace. For any questions or further information you may contact the Public Works Department at 801-395-8289

City of Washington Terrace
County of Weber, State of Utah

RESOLUTION NO.19-28

**A RESOLUTION AUTHORIZING THE RECERTIFICATION OF THE WASHINGTON
TERRACE JUSTICE COURT**

WHEREAS, the provisions of U.C.A. 78-5-139(3) require that Justice Courts be recertified at the end of each four-year term; and

WHEREAS, the members of the City Council have received an opinion letter from the City Attorney, which sets forth the requirements for the operation of a Justice Court and feasibility of continuing to maintain the same; and

WHEREAS, the members of the City Council have determined that it is to the best interest of the City of Washington Terrace to continue to provide for a Justice Court.

NOW, THEREFORE BE IT RESOLVED, that the City of Washington Terrace City Council hereby authorizes and requests recertification of the Washington Terrace Justice Court by the Justice Courts Standards Committee and the Utah Judicial Council.

BE IT FURTHER RESOLVED that the City Council of the City of Washington Terrace hereby affirms their willingness to continue to meet all requirements set forth by the Judicial Council for continued operation of the Washington Terrace Justice Court for the next four-year term of the Court, except as to any requirements waived by the Utah Judicial Council.

APPROVED this 15th day of October 2019.

City of Washington Terrace

Mayor Mark C. Allen

ROLL CALL VOTE

Council Member Brown _____
Council Member Monsen _____
Council Member Barker _____
Council Member West _____
Council Member Weir _____

ATTEST:

Amy Rodriguez, City Recorder

2225 Washington Blvd., Ste 200
Ogden, Utah 84401
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(801) 476-0399, Facsimile
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Stephen F. Noel

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October 4, 2019

DAVID L. KNOWLES*

STEPHEN F. NOEL

M. DARIN HAMMOND*

KENYON D. DOVE

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BLAKE D. JOHNSON

ADAM S. KAWAGUCHI

KEN BROWN

MELVEN E. SMITH
Of Counsel

J. Scott Buehler*
Of Counsel

Mara Brown
Of Counsel

Mayor Mark C. Allen
Washington Terrace City Council
Tom Hanson, City Manager
5249 South 400 East
Washington Terrace, UT 84405

Re: Washington Terrace City Justice Court Recertification

Dear Mayor, City Council and Mr. Hanson:

Every four years the Justice Court must be recertified by the Utah Judicial Council in order to continue operations. This letter is to inform the City of the requirements for the operation of a justice court and to render an opinion concerning the feasibility of maintaining a justice court.

The statutory requirements for maintaining a justice court are:

1. All official court business shall be conducted in a courtroom or an office located in a public facility which is conducive and appropriate to the administration of justice.
2. The court should be opened and judicial business transacted every day as provided by law, although the judge is not required to be present during all hours the court is open.
3. The hours that the court will be open shall be posted conspicuously at the court and in local public buildings.
4. The judge and the clerk of the court shall attend the court at regularly scheduled times.
5. The City must provide and compensate a judge and clerical personnel to conduct the business of the court.
6. The City shall assume the expenses of travel, meals and lodging for the judge of that court to attend required judicial education and training.

*Licensed in Multiple
States

7. The City shall assume the cost of travel and training expenses of clerical personnel at training sessions conducted by the Judicial Council.
8. The City shall provide a sufficient staff of public prosecutors to attend the court and perform the duties of prosecution.
9. The City shall provide adequate funding for attorneys where defendants are indigent as provided by law.
10. The City shall provide sufficient local law enforcement officers to attend court when required and provide security for the court.
11. Witnesses and jury fees are required by law and shall be paid by the City.
12. Any fine, surcharge or assessment which is payable to the State must be forwarded to the State as required by law.
13. The City shall pay the judge a fixed compensation within the range provided by statute.
14. Court must be held within the jurisdiction of the court, except as provided by law.
15. The City shall provide and keep current for the court a copy of the Motor Vehicle Laws of the State of Utah, appropriate copies of the Utah Code, the Justice Court Manual, state laws affecting local governments, local ordinances, Cod of Judicial Administration, Uniform Bail Schedule, and other necessary legal reference material as per Section 78-5-109 of the Utah Code.
16. All required reports and audits shall be filed as required by law or by rule of the Judicial Council.
17. The court shall use a common case management system and disposition reporting system as specified by the Judicial council.
18. Effective July 1, 2012, all Justice Courts shall record all proceedings with a digital audio recording device and maintain the audio recordings for one year.

In addition to the requirements imposed by statute, the State Judicial Council has set certain minimum requirements for recertification of Justice Courts. Acting on the authority given to the Judicial Council by statute, the Council has adopted the following minimum requirements:

1. The court must be opened for at least one hour each day that the court is required to be open as required by law. The Washington Terrace City Justice Court is required to be open at least three hours per day based on filings of 61-200 citations per month.

2. The judge must be available to attend court and conduct court business as needed.
3. The minimum furnishings for a courtroom include: a desk and chair for the judge (on a six inch riser), a desk and chair for the court clerk, chairs for witnesses, separate tables and appropriate chairs for plaintiffs and defendants, a Utah State flag, a United States flag, a separate area and chairs for at least four jurors, a separate area with appropriate seating for the public, an appropriate room for jury deliberations, and an appropriate area or room for victims and witnesses which is separate from the public.
4. The judge must be provided a judicial robe, a gavel, current bail schedules, a copy of the Code of Judicial Administration, and necessary forms and supplies.
5. The City shall provide office space for the judge and clerk (this space may be shared, but if shared, the judge and clerk must have priority to use the space whenever needed). The office space shall include a desk for the judge and a desk for the clerk, a telephone for the judge and a telephone for the clerk, appropriate office supplies to conduct court business, a cash register or secured cash box, a typewriter or word processor, and access to a copy machine.
6. A clerk is required to be available daily during the scheduled hours of court operation and during court sessions as needed.
7. The City must have at least one peace officer (which may be contracted) to provide security for the court.
8. A court security plan must be submitted consistent with C.J.A. Rule 3-414.
9. Each court must have at least one computer with access to the internet, and appropriate software and security/encryption technology to allow for electronic reporting and access to Driver License Division and the Bureau of Criminal Identification, as defined by the reporting and retrieval standards promulgated by the Department of Public Safety. Monthly reports must also be electronically submitted to the Administrative Office of the Courts monthly.
10. Each court shall report required case disposition information to DLD, BCI and the Administrative Office of the Courts electronically, as described in number 9 above.
11. The City shall submit a security plan consistent with C.J.A 3-414.
12. The municipality must provide adequate funding to provide indigent defense counsel for any defendant who requests representation and qualifies.

In addition to these standards which apply to all courts, the justice courts are divided into four classes, depending on the number of citations or cases which are filed in the court each month. The class of court determines the number of hours the court must be open each day, how often a trial calendar must be scheduled, and the number of clerks which must be employed in the court.

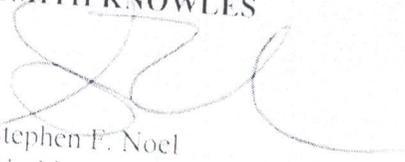
As indicated above, the Washington Terrace City Justice Court is currently certified as a class III court. Class III courts have 61-200 citations or cases filed each month. A class III court must be open at least three hours per day, and must have a trial calendar at least every other week.

Based upon the information and cooperation I have received from the City through Jean Blair, and for which I thank her, it appears that the Washington Terrace City Justice Court meets all of the criteria for certification as a class III court. This court was certified as a class II court in 2011 and has operated within the required guidelines since that time. Therefore, it is my opinion that it is feasible for Washington Terrace City to continue operation and maintenance of a justice court.

Please feel free to contact me if you have any questions or concerns.

Sincerely,

SMITH KNOWLES



Stephen F. Noel
Washington Terrace City Attorney



City of Washington Terrace
Redevelopment Agency Meeting
Tuesday, October 15, 2019
following the Regular City Council Meeting
City Hall Council Chambers
5249 South 400 East, Washington Terrace City

1. **ROLL CALL**

2. **INTRODUCTION OF GUESTS**

3. **CONSENT ITEMS**

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.

3.1 **APPROVAL OF AGENDA**

3.2 **APPROVAL OF MEETING MINUTES FROM JULY 16, 2019**

4. **DISCUSSION/ACTION: PROPOSED GOLDEN WEST CREIT UNION
BUILDING CONSTRUCTION**

5. **ADJOURNMENT OF MEETING: CHAIR ALLEN**

CERTIFICATE OF POSTING

I, Amy Rodriguez, The undersigned duly appointed City Recorder of the City of Washington Terrace do hereby certify that the above agenda was posted in three public places within the City limits and sent to the *Standard Examiner* at least 24 hours prior to the meeting.

For Packet Information, please visit our website at www.washingtonterracecity.org

City of Washington Terrace

Minutes of a Redevelopment Meeting
Held on July 16, 2019
following the Regular City Council Meeting
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of

CHAIR, BOARD, AND STAFF MEMBERS PRESENT

Chair Allen
Board Member Monsen
Board Member Brown
Board Member Weir
Vice- Chair Barker
Board Member West - excused
Public Works Director Steve Harris
City Manager Tom Hanson
City Recorder Amy Rodriguez

Others Present

1. **ROLL CALL**
2. **INTRODUCTION OF GUESTS**
3. **CONSENT ITEMS**
 - 3.1 **APPROVAL OF AGENDA**
 - 3.2 **APPROVAL OF MEETING MINUTES FROM JUNE 18, 2019**Items 3.1 and 3.2 were approved by general consent.
4. **COMMENTS CONSIDERED**

No comments were considered.
5. **ADJOURNMENT OF MEETING: CHAIR ALLEN**

Chair Allen adjourned the meeting at 9:00 p.m.

Date approved

City Recorder