



Regular City Council Meeting
Tuesday, November 20, 2018
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 NOVEMBER 6, 2018, 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 DISCUSSION/MOTION: TO APPROVE THE USE OF INVESTMENT EARNINGS AND REMAINING CONSTRUCTION FUNDS FROM THE NEW PUBLIC WORKS FACILITY

The use of investment proceeds from Utility Revenue Bond Series 2017 construction funds and the remaining project construction funds may be approved by the Council

7.2 DISCUSSION: COUNCIL RETREAT REVIEW

Council and staff held their annual work retreat on November 17, 2018 to discuss policy and priorities, amongst other topics of interest. The review will recap the work session and continue any discussions needed.

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.

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**

November 22-23: City Offices closed for Thanksgiving

November 29th: Planning Commission Meeting 6:00 p.m.

December 4th: City Council Meeting 6:00 p.m.

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

- To discuss the character, professional competence, or physical or mental health of an individual.
- Strategy session to discuss pending or reasonably imminent litigation
- Discussion regarding deployment of security personnel, devices, or systems
- Strategy sessions to discuss the purchase, exchange, or lease of real property when public discussion of the transaction would disclose the appraisal or estimate value of the property under consideration or prevent the public body from completing the transaction on the best possible terms.

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

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City of Washington Terrace

Minutes of a Regular City Council meeting
Held on November 6, 2018
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
- Council Member Scott Monsen – excused
- Council Member Blair Brown - excused
- Council Member Larry Weir
- Council Member Scott Barker
- Council Member Jeff West
- City Manager Tom Hanson
- Finance Director Shari’ Garrett
- Public Works Director Steve Harris
- City Recorder Amy Rodriguez
- Lt. Jeff Pledger, Weber County Sheriff

Others present

Charles and Reba Allen, Amy Miller, Steve Jacobson, Julie Thorngren, Mitch Thorngren

1. ROLL CALL 6:00 P.M.

2. PLEDGE OF ALLEGIANCE

3. WELCOME

Mayor Allen gave his condolences to the family of North Ogden Mayor/Major Brent Taylor. He stated that it is a loss to the community as well as the country.
Mayor Allen stated that T.H. Bell “Minutemen” are the district champions in football and congratulated the team and Coach Morris.

4. CONSENT ITEMS

- 4.1 APPROVAL OF AGENDA**
- 4.2 APPROVAL OF OCTOBER 16, 2018, MEETING MINUTES**

Items 4.1 and 4.2 were approved by general consent.

5. SPECIAL ORDER

- 5.1 PUBLIC HEARING: A PUBLIC HEARING TO CONSIDER POTENTIAL PROJECTS FOR WHICH FUNDING MAY BE APPLIED UNDER THE CDBG SMALL CITIES PROGRAM FOR PROGRAM YEAR 2019**

Mayor Allen opened the Public Hearing at 6:07 p.m.

48 Mayor Allen opened the public hearing for the CDBG program and stated that the purpose of the
49 hearing is to provide citizens with pertinent information about the Community Development
50 Block Grant Program and allow for discussion of possible applications for the 2019 funding
51 cycle. It was explained that the grant money must be spent on projects benefitting primarily low
52 and moderate-income persons. The Wasatch Regional Front, in which Washington Terrace is a
53 member, is expected to receive approximately \$870,000 in this new program year. All eligible
54 activities that can be accomplished under this program are identified in the CDBG Application
55 Policies and Procedures Manual and interested persons can review it at any time.

56 Mayor Allen read several of the eligible activities listed including examples, such as Construction
57 of public works and facilities, e.g., water and sewer lines, fire stations, acquisition of real
58 property, provision of public services such as food banks or homeless shelters.

59 Mayor Allen indicated that in the past Washington Terrace has received 6 CDBG grants which
60 were used to purchase Fire Department Equipment, Seismic upgrades to two Water Tanks, a
61 restroom and bowery at Victory Park, the 4525 Sewer Main Replacement, and construction of the
62 Civic/Senior and Fire Station. The city has handed out its capital investment plan as part of the
63 regional "Consolidated Plan". This list shows which projects the city has identified as being
64 needed in the community.

65 It was asked that anyone with questions, comments or suggestions during the hearing please
66 identify themselves by name, before they speak. The Recorder will include your names in the
67 minutes and we would like to specifically respond to your questions and suggestions during the
68 hearing.

69 Hanson stated that we are currently working on seismic upgrades to Water Tank #1. Hanson
70 stated that we are working on prioritizations for the next application cycle and stated that the
71 direction at this time, with Council approval, would be infrastructure upgrades to the tank.

72 The Mayor asked if there were any suggestions. The hearing was adjourned at 6:18 p.m.

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74 **6. CITIZEN COMMENTS**

75 Amy Miller- 6130 S 1375 E, South Ogden- stated that her son has been wounded in Afghanistan
76 and feels for the Taylor family. She stated that she brought a newsletter from her church group
77 and is trying to put together a program that incorporates cities, churches, and schools. She stated
78 that the program will be putting together a Thanksgiving dinner for the community. She stated that
79 her organization will put putting door hangars on homes.

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

83 Mayor Allen stated that he has received the invitation from Ms. Miller and is interested in visiting
84 the facility to learn more about the program.

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88 **8. NEW BUSINESS**

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90 **8.1 PRESENTATION: FINANCE DEPARTMENT QUARTERLY REPORT**

91 Garrett stated that there are some nuances in the General Fund:
92 Sales tax revenue is up 20 percent from last year at this time, and up 18 percent for the state. Garrett
93 noted that our population factor is not keeping up with the state growth rate.
94 She stated that although court fine revenues are lower by 21 percent from last year, we are still hitting our
95 projected mark.
96 Garrett stated that there is great strength in our investment earning rates. She stated that our investments
97 are carried with the PTIF.
98 Garrett noted that all of our investments earnings are reported in the general fund, including
99 governmental earnings.

100
101 Garrett stated that expenses are exceeding revenues, however, this is a natural occurrence as prices are
102 going up. She stated that revenues will exceed expenses once this quarter is over and we begin to receive
103 our property tax distributions.

104
105 Garrett stated that sales tax revenues are keeping up with projections. She stated that franchise sales taxes
106 have peaked and remain steady. She stated that projections may have been too high and will be
107 monitored.

108
109 Garrett stated that a lot of building permits have been pulled for the Fieldcrest Development. She noted
110 that permits have peaks and valleys. She stated that when the permit is pulled for the medical building
111 reconstruction, the Council will see a peak again.

112
113 Garrett stated that there has been a decline in expense and revenues for the first quarter, stating that this is
114 an accounting nuance due to the budget adjustment and how we are reporting. She stated that Council
115 should focus on the bottom line, which is on target.

116
117 Garrett highlighted utilities:
118 She stated that there is an area in the refuse area that she would like to point out. She stated that we had
119 to adjust fees to account for an additional disposal fee that was imposed on us last year.
120 Garrett stated that water expenses are meeting projections. Garrett stated that operating costs and capital
121 costs often do not hit in the first quarter due to the timing of expenditures, but will catch up in the second
122 quarter.
123 Garrett updated Council on the costs of the Public Works Facility. She stated that there is still \$136,000
124 to be expended on the project. She stated that it has been earmarked for the restoration and demolition of
125 the old facility and final closing of the new Facility.

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127 Garrett stated that she will be reporting on the investment earnings at the next meeting to receive
128 direction on how the earnings should be spent.

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131 **9. COUNCIL COMMUNICATION WITH STAFF**

132 Council Member Barker asked about the West Weber Courts. Hanson stated that it failed to get a hearing
133 and the court will stay where it is now.
134 Lt. Pledger stated that the patrol cars were called out to a home on reports with a man with a gun. Once
135 they arrived, he was in a vehicle. He escaped on foot. The weapon was recovered and he was then

136 considered unarmed and not a danger to the community. He was found and booked into jail later this
137 afternoon.

138
139 Mayor Allen thanked Steve Jacobson for bringing attention to the street lights that were out around city
140 hall. The Mayor stated that he has noticed several around the city and has given those addresses to Harris.
141 Hanson stated that the city is looking to replace the bulbs with LEDs to keep a longer life. He stated that
142 the bulbs go out quickly with the current system. Mayor Allen stated to contact Harris so that he can
143 notify Utah Power and Light on issues.

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145 **10. ADMINISTRATION REPORTS**

146 Hanson stated that the 5350 Project is close to finish and the road should be opened shortly.
147 Hanson stated that the Council retreat will be on November 17th. He stated that he will be sending out the
148 Council policies and priorities this week for their review.
149 Hanson stated that he welcomes topics for newsletter articles.
150 Hanson stated that he went to a Trust TAC meeting and reminded Council that public conversations
151 should not mention people by name, rather only issues, as to not to defame anyone.

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153 **11. UPCOMING EVENTS**

154 **November 12th: City Offices closed for Veteran's Day**
155 **November 17th: City Council Retreat- Public Works Shop**
156 **November 20th: City Council Meeting 6:00 p.m.**
157 **November 22-23: City Offices closed for Thanksgiving**
158 **November 29th: Planning Commission Meeting 6:00 p.m.**

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

161 Mayor Allen adjourned the meeting at 7:04 p.m.

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166 **13. RDA MEETING (The City Council will adjourn into an RDA meeting immediately
167 Following the regular meeting.)**

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Date Approved

_____ **City Recorder**