

City of Washington Terrace

Minutes of a Regular City Council meeting Held on July 18, 2023

City Hall, 5249 South 400 East, Washington Terrace City, Utah

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT

Mayor Mark C. Allen
Council Member F. Carey Seal
Council Member Jeff West
Council Member Jill Christiansen -Excused
Council Member Scott Barker - Excused
Council Member Randy Ferlin
Finance Director Shari' Garrett
City Manager Tom Hanson
City Recorder Amy Rodriguez

Others Present

Mike Lawrence, Michael Thomas

1. WORK SESSION

5:00 P.M.

Topics to include; but are not limited to:

- City Survey planning discussion

Hanson stated that Qualtrics will be working with the city with city survey and information. Hanson stated that he would like to create a culture of feedback , with one way being through surveys. He stated that he would like a culture of feedback to help create trust between residents and city government. He stated that it is important to follow up on feedback through education, action, or following up with residents. He stated that we need to be ready to interact with the survey participants.

Hanson stated that his goal is to meet with Red Pepper/Qualtrics the week of the 24th to have the first Implementation call and set a contract date.

Hanson presented the Qualtrics Platform Overview. Hanson stated that Qualtrics is cloud based and most Streamlined. He stated that the intent is to collect the data and hear what is being said. He stated that The analytics will help put the information together to see what the data is telling us. He stated that Qualtrics will be able to analyze the data and then we can act.

Council Member West asked how are people heard if they are unable to use the internet. He asked if they would be able to call in and speak with someone.

Mike Lawrence stated that data collection is very profitable. He asked how they were vetted and what they would do with the data. He stated that he wanted to know how to validate that these people are residents within the city and suggested one vote per one water bill/household. Hanson stated that the company is well vetted as far as their security and they are obliged to use it only for our work. Council Member West commented that we would get more participants and honest answers if participants were anonymous. Hanson stated that it would be interesting to see if the utility account number activates a randomized number. Council Member Ferlin stated that the information we are looking for is to help us guide discussions. He

46 stated that the questions are not personal questions. He stated that surveys help build discussions, not
47 decisions. Council Member Ferlin stated that Qualtrics is used by universities and many other established
48 entities.
49 Council Member Seal stated that Qualtrics should have a basic list of what they have used for other cities and
50 we can take from there to create our own list. Council Member Ferlin stated we could start a resident and
51 friends of Washington Terrace list and allow non-residents to comment, as they have insight to some of our
52 issues and programs, but could be used to help teach us on issues.
53
54 Hanson would like to start an annual survey by Council retreat. Hanson stated that surveys can be used for
55 City employee surveys, recreation programs, public work surveys, as well as other applications. Hanson
56 Stated that he hopes that we get a tremendous amount of information that is statistically viable.
57 Council Member Seal stated that the survey has to pertain to the City and what is best for everyone. He
58 stated that we have to do the best we can up front to help make sure this is done right.
59
60 Council Member Ferlin stated that we could use a few vetting questions for survey feedback. Council
61 Member West stated that there is an opt out option to have your information not identified. He stated
62 that there are methods to keep information private.
63
64 Mike Lawrence stated that he finds this a breathe of fresh air and applauds Council for looking into this and
65 Listening to the community and restoring trust. Hanson stated that it was approved for around \$14,000 for the
66 First year and then \$7000 yearly. Mike Lawrence stated that residents only want to be heard and this is a
67 great way to be hear.
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MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT

Mayor Mark C. Allen
Council Member F. Carey Seal
Council Member Jeff West
Council Member Jill Christiansen -Excused
Council Member Scott Barker - Excused
Council Member Randy Ferlin
Fire Chief Clay Peterson
Public Works Director Jake Meibos,
City Manager Tom Hanson
City Recorder Amy Rodriguez
Lt. Ryan Colby, Weber County Sheriff

Others Present

Michael Thomas, Mike Lawrence, Shirley and John Miller, Amy Miller, Kathleen Craynor, Jim Craynor, Zunayid Zishon, James Bee, Kiersten Mitchell, Phil Marchant, Katy Ross

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 JUNE 20, 2023, COUNCIL MEETING MINUTES

Items 5.1 and 5.2 were approved by general consent.

6. CITIZEN COMMENTS

James Bee and Kiersten Mitchell, representing Freemont High School and the FFA and 4H Clubs, spoke to Council on the Program. Bee stated that the Junior Livestock Association portion of the fair is now a non profit and is called the Weber County Livestock Association. He stated that the Association would like for everyone to come out to the fair and support the kids who have worked so hard on their projects. He asked that Council reach out to their neighbors and encourage them to come out to the fairs, because the purpose of the projects is for the youth to learn new skills through citizenship, and responsibility that will help them in their futures..

Mayor Allen stated that he encourages everyone to attend the fair and the auction. Bee and Mitchell stated that they have been doing this since they were 9 and 10 years old and they both show steers at the fair and other auctions. Mayor Allen stated that a lot of life skills are learned through the clubs.

Zunayid Zishon asked about the meeting streaming process that is underway and was wondering on a

136 timeline. He stated that several residents, including himself, are excited for the project. Hanson stated that
137 he is still working with some vendors and are testing audio at this time, but are moving ahead with the
138 project.

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140 Shirley Miller thanked Council for recognizing Juneteenth and putting it on the calendar. She stated that
141 she noticed that there are vacant spots in Washington Terrace and asked if we are planning on putting up
142 big complexes within the city. Mayor Allen stated that there are no plans at this time, as space is limited.
143 He stated that he does not think that we have the space to put up big complexes within the city.

144 145 146 **7. NEW BUSINESS**

147 148 **7.1 MOTION/ORDINANCE 23-07: AN ORDINANCE ADOPTING THE FRANCHISE** 149 **AGREEMENT WITH ALL WEST/UTAH INC. FOR CERTAIN FIBER OPTICS** 150 **FACILITIES**

151 Hanson stated that he has been working with All West on the franchise agreement. He stated that they will
152 be installing fiber optics within the city, simultaneously with Connex Fiber. He stated that their
153 connections are all boring. He stated that the agreement protects the City. He stated that the install is
154 covered for three years after install. Hanson stated that the city does not have to pay or co-sign to make
155 fiber available to the residents.

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157 **Motion by Council Member Seal**
158 **Seconded by Council Member West**
159 **To approve Ordinance 23-07 adopting the**
160 **Franchise agreement with All West/Utah Inc. for**
161 **Certain fiber optic facilities**
162 **Approved unanimously (3-0)**
163 **Roll Call Vote**
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165 **7.2 PRESENTATION: FIRE DEPARTMENT QUARTERLY REPORT**

166 Chief Peterson reported to Council on the quarterly statistics. He stated that we are still at 22 percent volume
167 of calls to the four nursing facilities. Chief Peterson stated that he was happy to report that there were no fires
168 in Washington Terrace on the fourth of July. Chief Peterson stated that it has been very hot lately and things
169 are drying up. He is not sure how the 24th will proceed. Chief Peterson stated that if there are multiple shots
170 going off on an aerial, they are most likely legal, however if there is just one stray ariel, this is most likely
171 illegal. Chief Peterson stated that roman candles, bottle rockets, and single shots are illegal in Utah. Chief
172 stated that those are hard to catch because by the time they see them and head in the direction of the
173 firework, the perpetrator has gone inside. Chief Peterson stated that there is new legislation coming up within
174 the next year.

175
176 He stated that there will be training at Washington Terrace Elementary during August 1st- 3rd. He stated that
177 there will be a county training at Weber Stated on August 23rd, in which the Department will participate.
178 Chief stated that we are looking good for our ISO class four rating. He stated that the inspection was held this
179 week and he should have the report ready for the next quarterly meeting.

180 181 **7.3 PRESENTATION: SHERIFF OFFICE QUARTERLY REPORT**

182 Lt. Ryan stated that they held the Weber County golf tournament in June. He stated that the traffic
183 Unit did a great job during the Terrace Days parade. He stated that the street crime unit joined the traffic unit
184 during the nighttime events.

185 Lt. Ryan stated that they participated in the car show in June.

186 Lt. Ryan stated that the second annual trunk or treat will be held in October at a larger location. Date will be
187 given once decided.

188 Lt. Ryan stated that there were just routine calls for the quarter. He stated that there was a lot of activity for
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the street crimes division which affects the City.

Lt. Ryan stated that there were several big events this quarter. He stated that over 5000 fentanyl pills were seized around Easter that was hidden among candy. He stated that agent Capone was also instrumental in seizing a shipment later in April within Washington Terrace.

Lt. Ryan stated that calls for service are lower for this quarter, but expects calls to rise next quarter, as the heat brings more people outside and incidences occur.

7.4 PRESENTATION: ANIMAL CONTROL QUARTERLY REPORT

The South Ogden Officer reported to Council on activities for the quarter. She stated that there were 16 total intakes for the month. She stated that several confiscated dogs were abandoned by the owner when she sold the house and left the dogs. She stated that two dogs were confiscated from a house that was breeding dogs and had five puppies. She stated that they were not responsible owners. She stated that they have received calls from people wanted them to go door to door to control barking. She suggested an article in the newsletter explaining the barking ordinance.

She suggested reexamining our ordinance concerning kennel/breeding licenses, as it is worded that it is allowed, when it is not.

7.5 PRESENTATION/MOTION: FINAL APPROVAL OF THE PICKLEBALL COMPLEX PHASE TWO CONTRACT CHANGE ORDER

Meibos presented to Council, noting that there has been progress with the pickleball court. He stated that the project bid came in over budget last year, so the scope was reduced to accommodate the grant funding available, which was \$500,000.

Meibos stated that this change in scope allowed us to apply for a phase two grant in which we received RAMP funding for \$647,000. This extra funding has allowed us to add the items taken out back into the project. This resulted in a change order of \$572,425 to phase one, benefiting the city and the contractor.

Meibos stated that there is no financial impact to this change order, as the project will stay within budget.

Mayor Allen and Meibos noted that E.K.B has been very patient through this process and have been great to work with.

**Motion by Council Member West
Seconded by Council Member Seal
To approve the change order to the
Pickleball Complex As presented
Approved unanimously (3-0)**

7.6 PRESENTATION: UPDATE ON THE MODERATE INCOME HOUSING REPORT

Hanson stated that we are obligated to consider options for Moderate Income Housing, including High density housing. Hanson stated that we have an obligation to encourage Moderate Income Housing within the city. Hanson stated that it is development driven, not Council driven.

Hanson stated that our three obligations are 1. Review and consider rezoning requests 2. Create or allow for a reduced ADU in residential zones. Hanson stated that 16 ADU requests were reviewed, however, 9 are still pending licenses. 3. Zone or rezone for Moderate Income Housing near commercial properties near transportation throughways. Hanson stated that no application requests were received this year.

Hanson stated that he presented the report to the state, per law.

Council Member clarified that we do not really have a lot of land or capacity to do this. Hanson stated that we have a solid moderate income housing inventory for people, noting that we are not zoning out moderate

income housing. Hanson stated that there are inflationary costs that impact this.

7.7 DISCUSSION/MOTION: APPROVAL TO CREATE A PART-TIME CODE ENFORCEMENT OFFICER POSITION

Hanson stated that during the budget process we received direction to move forward with creating a part time enforcement officer. Hanson stated that we have begun recruitment processes. Hanson stated that we would like Council to specifically approve the position. It will be up to twenty hours per week. He stated that this position will work with our team and hopefully we can see some results with challenging areas.

**Motion by Council Member West
Seconded by Council Member Ferlin
To approve the creation of a part time
Code enforcement officer as an official position
Approved unanimously (3-0)**

7.8 PRESENTATION: CENTRAL WEBER SEWER IMPROVEMENT DISTRICT PROPERTY TAX INCREASE: LEGISLATIVE REPORTING CRITERIA

Mayor Allen presented on behalf of Sewer Improvement District, announcing that there will be a truth and taxation at the Central Sewer Improvement District. Mayor Allen stated that 30 million gallons of sewer was produced per day during the last few months. Mayor Allen stated that the facility has not had a sewer fee impact since 2012. He stated that the District is run very efficiently. He stated that the chlorine that is used to treat the sewer has increased in cost by 184 percent. He stated that natural gas is increasing as well, up to 13.5 percent for this year. Mayor Allen stated that the District is making Improvements and will stop using chlorine within the next two years.

Mayor Allen stated that there are 57 miles of collection pipe in Weber County, and several in Washington Terrace City.

He stated that there are 34 full time employees at Central Weber. He stated that it costs \$17.4 million per year to run the treatment facility.

Mayor Allen stated that it is expensive to treat wastewater and it is necessary for the District to ask for a small tax increase. Mayor Allen stated that an 8.73 percent increase is proposed. (estimated at \$16.00 increase per year)

Mayor Allen stated that there will be a truth in taxation meeting for the District on August 14th at 6:00 p.m. at the offices of Central Weber Sewer District in Marriott-Staterville. Mayor Allen stated that there are many truth and taxations this year throughout cities and special districts, noting that Washington Terrace City is not one of them.

8. COUNCIL COMMUNICATION WITH STAFF

Council Member Seal presented on the Mosquito Abatement Board. He stated that the total area sprayed by plane in June 2022 was 477 acres, and this year it was 835 acres. He stated that manual spraying is almost the same. He stated that the mosquito spraying that is completed by drones has double since last year due to the flooding and other issues. He stated that there was not any West Nile virus found in Utah this year.

Council Member West asked about the progress on the storage facility on 5000. Hanson stated that there is nothing happening at this time.

Council Member West asked if the auto repair shop on 4400 is under new ownership. Hanson stated that he spoke with the new owner concerning the weed and vehicle violations. He stated that the owner will be taking vehicles off his property. He stated that Seaman was also working with the new owner to clean up the property.

Council Member Ferlin thanked staff for their work on the survey software, streaming software, and the fiber optics, noting that many residents are excited for the fiber optics.

Council Member Ferlin stated that the public works crew were operating very efficiently, quickly, and were very respectful of the residents on sewer cleaning in his area.

Council Member Ferlin stated that Grava has done a great job allocating funds that have been received by private donations. He stated that there are new baseball bats, new equipment, new safety equipment, new basketballs. He stated that Grava took care of the areas that needed the support most and does a great job.

9. ADMINISTRATION REPORTS

Hanson stated that staff sent out a brochure concerning the new AMI meter system. He stated that the intent is to protect the resident in case of water leaks or issues. He stated that it will help with efficiency on water issues. Hanson stated that the intent is to increase safety and allow us to be on a higher level of service to help residents with water issues in real time.

Hanson stated that we are not immune to inflation, which causes inflationary components in our utility bills to increase as well.

Hanson stated that we are looking forward to the arrival of a part time code enforcement officer, who will hopefully be encouraging and helpful and not just bring down the hammer.

10. UPCOMING EVENTS

July 24th: City Offices closed for Pioneer Day

July 27th: Planning Commission (tentative) 6:00p.m.

August 1ST : City Council Meeting 6:00p.m.

August 15th: City Council Meeting 6:00 p.m.

11. ADJOURN THE MEETING

**Motion by Council Member West
Seconded by Council Member Seal
To adjourn the meeting
Approved unanimously (3-0)
Time: 7:23 p.m.**

Date Approved

City Recorder