

City of Washington Terrace

Minutes of a Regular City Council meeting

Held on September 5, 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

Council Member Scott Barker

Council Member Randy Ferlin

Finance Director Shari' Garrett

City Manager Tom Hanson

City Recorder Amy Rodriguez

Others

Micheal Thomas, Bryer Thomas, Steve Nielson, Sharae Nielson, Cheryl Parkinson

1. WORK SESSION

5:00 P.M.

Topics to include; but are not limited to:

- **Citywide Citizen Survey sample questions and discussion**

Council Member West stated that the survey is a survey for the citizens of the city. He stated that as the Committee formulates questions, they need to be sure that the responses are not guided or have bias With a leading questions. Council Member West stated that we want to hear from the resident's and their concerns and circumstances. He stated that it is fine to get answers from non-residents, however, the committee will be more concerned with actual residents.

Council Member Seal stated that the survey should help find out what would benefit the residents the most and what they really want. Hanson stated that we need to balance their wants with what we can actually provide and maintain. Hanson stated that we need to give choices when asking the questions. Council Member Barker stated that we should ask questions that are in our plan and can afford. He stated that we should not leave open ended questions. Council Member Christiansen stated that we need to ask questions and make it an educational opportunity (ie. Explain the trade-off's , explain the reasons why Council may not be asking about a certain topic, cost). Hanson stated that an educational piece may be attached to each question and to keep the survey to a seven minute time fram.

Council Member West stated that the significant portion of the survey should be a validation of The plan we already have in place to make sure that we are on the right track. He stated that we don't want to lose sight of the plan that we have been working on for years. Mayor Allen agreed that residents need to know that things are on a plan. Council Member West stated that we should ask what

46 additional items do you want to see in the city that may be a trade off, or may have a tax component
47 attached. He stated to ask about what is in our capacity to support, and another question about what
48 the sacrifice could be. Council Member Barker stated that some residents are asking for things that our
49 not in our capacity to provide. Council Member Barker stated that we need to stay focused on parks, roads,
50 sewer, water, and things that we are working on within our plan and within the budget that we currently
51 have. He stated that there should only be a question or two on what people would like to see, because why
52 would we ask questions on items that we can't offer to them because they are not in our capacity.

53
54 Council Member Christiansen stated that if we stick too much to the plan, we are not going to get the buy in
55 that is needed. Council Member Barker stated that people don't know what the plans are, and asked how they
56 can answer a question without knowing all the facts and costs.

57
58 Council Member Barker stated that if people are unhappy with services or something in the survey, he would
59 like to know why they are unhappy so that we know how to address concerns. Mayor Allen stated that this
60 could be the first survey and then in six months send another about the roads, with education, and focused
61 questions on the road plan. He stated that asking the basic questions at first can provide critical information
62 on satisfaction on the plan. He stated that then we can evaluate and go into the "what do you want" questions.

63
64 Hanson stated that he wants to know what are the top areas to focus on. He asked what are the major areas in
65 which Council would like feedback. Mayor Allen stated that he would like road and sidewalk infrastructure.
66 Garrett stated that communication can be a big issue. She stated that we should find out how people find out
67 Information about the City. She stated that if we are not satisfying the communication piece, that may
68 help with the answers we are receiving (if they are being educated or informed on the topics).

69
70 Council Member West stated that we need to find out how many surveys that citizens are willing to take.
71 Council Member Seal stated that if we survey, we need to be able to have the results available to the residents
72 in a timely manner. Garrett stated that there may be a separate survey for businesses aside from residential.

73
74 Council Member West stated that we only hear from people when things don't work. He stated that
75 people do not realize how many roads, valves, fire hydrants, etc. go into making up services. Hanson asked
76 how we can bundle things in a way that they can be ranked. Hanson would like to see everything in which we
77 are "front facing" have a question on the survey. Council Member Barker stated that we need to ask if we
78 are too strict or not strict enough concerning code enforcement. He stated that we should focus on what
79 runs the city. He stated that people are going to be putting down and wanting things that we cannot get at this
80 time without raising taxes. Garrett agreed, stating that parks will be a major question next year during the
81 budget process, as to how important are parks and what is Council willing to do to fund and maintain the
82 parks. Council Member Barker stated that we need to ask the residents what they are willing to
83 do for their wants. Garrett stated that we have a Parks Master Plan that can help guide the conversation on the
84 future of parks and their importance to Council. Council Member Barker stated that we should focus on the
85 necessities of the city and then feed off of that to send out another survey to receive more information on
86 parks, or code enforcement.

87
88 Council Member Christiansen stated that we should be able to use the answers from the Recreation Survey
89 performed last year to frame some of the questions this year. Mayor Allen stated that we should ask how
90 willing the residents would be in taking another survey.

Council Member Ferlin suggested a short video before the survey explaining why we are asking for the survey and what the goal of the survey would be. He stated that we should set expectations of the city stating that the goal of the survey is to help unify the residents of our city in the goal of making the city a better place.

Hanson stated that he would like to have the survey launch by mid-October. Hanson stated that Qualtrics will have all the data retrieved by the December retreat meeting and then we would publish the results. Hanson stated that there will be a presentation during Council Meeting. Council Member Barker stated that it cannot be perceived that we are trying to promote a current candidate with our questions.

138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT

Mayor Mark C. Allen
Council Member F. Carey Seal
Council Member Jeff West
Council Member Jill Christiansen
Council Member Scott Barker
Council Member Randy Ferlin
Code Enforcement Officer Martin Nish
City Manager Tom Hanson
City Recorder Amy Rodriguez

Others Present

Micheal Thomas, Bryer Thomas, Steve Nielson, Sharae Nielson, Cheryl Parkinson, Ulis Gardiner,
Amy Miller, Zunayid Zishon, Kathleen Craynor

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 15, 2023, COUNCIL MEETING MINUTES

Items 5.1 and 5.2 were approved by general consent.

6. CITIZEN COMMENTS

Amy Miller, representing the United Methodist Church, updated Council on the September programs. She stated that the boutique raising funds for the 20,000 meals program will be held on the first weekend in November. She has left September program brochures for residents.

Steve Nielson stated that he feels that Council may be over complicating the survey and stated That they should simplify the survey. He stated that Council should stick to the priorities that are already in our plan. He stated that the survey should be done in two minutes and Council should look at the response rate to gage whether another survey needs to be done or expanded . He stated that there should be three lines on top being clear and concise on what the survey will be. He stated that he is glad that we have code enforcement and is unsure about it being part time. He stated that we should consider putting it full time. He stated that he is unsure if code enforcement can use drones. He thought that would be a great idea Hanson stated that would be a privacy issue

Kathleen Craynor stated that she is concerned about the chemicals on the flip the strip people's weeds and them being washed into the gutter, stating that it is more concerning than people putting pool water into the gutter.

7. NEW BUSINESS

7.1 PRESENTATION: INTRODUCTION OF CODE ENFORCMENT OFFICER MARTIN NISH

Hanson introduced Martin Nish, noting that he has come from a long career and background in the Probation Office. Hanson stated that he can have conversations with residents in a way that will Build a better representation of the City. Hanson stated that he appreciates Martin's ability to have Conversations with residents. Hanson stated that he believes that Martin has seen the vision that Council would like for the city. Hanson stated that our goal is to remedy situations before they make their way into court. Nish wanted to alleviate some concerns. He stated that he is committed to fulfilling the duties of the job. He stated that he recognizes that there are different degrees in what people's challenges are and has been working in the City with his former career for many years.

7.2 MOTION: CHIEF BUILDING OFFICIAL/PLANNER POSITION AND STATUS CHANGES

Hanson stated that the intent is to officially and budgetarily make the split between code enforcement and Building Official. Hanson stated that the positions will be separate moving forward. Hanson would like to keep the capacity in the budget for professional/technical help and possibly for any programs to help clean up yards. Hanson stated that the part time position will have pro-rated benefits. Hanson stated that the code enforcement position is a 20 hour a week position. He stated that he will work on the schedule with Nish. Hanson stated that he will be linked in through our "go-to" phone system. Hanson stated that the intent is to work every other Friday for availability and scheduling. Hanson stated that he will have a set schedule, but they are still working on the schedule. Mayor Allen wanted to make sure that Nish has an identifying badge or car so residents will know that he is in the City.

Motion by Council Member Christiansen

Seconded by Council Member West

To approve the changes to the full time Chief Building Inspector/Planner

Position and create two part time positions

Approved unanimously (5-0)

8. COUNCIL COMMUNICATION WITH STAFF

Council Member Seal stated that several residents have approached him for a stop sign to be located at 150 E 5600 South. He suggests a stop sign to be facing north.

Council Member Christiansen stated that several residents are concerned on speed around the area of north of 4700 South on 200 West. She stated that the intersection is around 4650 South, as it merges into 200 West. She suggested that a speed study may be completed in that area. Lt. Ryan will put a speed trailer in that area.

Council Member Christiansen asked if we can organize a day of service to go in and help residents who really need it and clean up their yard. She stated that she would like to get the residents aware and involved in helping people who need it. Hanson stated that Mayor and Council might be able to reach out and help organize. Council Member West stated that this weekend is a day of service that Ogden City is sponsoring. He stated that he likes the idea and will get information as to how it is organized and maybe we can contribute in a way. Mayor Allen suggested that Nish might be able to keep his eye out for residents who could really use the help but do not know where to go for help.

Council Member West asked if there has been any conversation with Wilkinson on the pass through walkway. Council Member Barker stated that it is overgrowth from the cities on each side.

Council Member Barker stated that the Fiber company has done a wonderful job in front of his house and wondered if anyone has heard any other feedback on the progress. Hanson stated that their goal is to follow up on clean and repair. Council Member Barker stated that if you get your roof replaced and you do not get a permit, your insurance company will not insure your roof. He stated that there may be a lot of people getting their roof replaced.

Council Member Barker stated that he sprays his weeds in his "flip the strip" and asked if it is causing a problem with our storm system. He stated that it is a good point and would like for us to educate our residents on fertilizer or weed spray and how it effects our storm drain system.

Council Member Seal stated that Weber Basin Water stated that they have not seen any difference between grass and gravel. He stated that they are not concerned about that issue.

Council Member West asked if we need to make adjustments to our code concerning the weeds that are coming through the rocks on the zero landscaping.

Council Member Ferlin stated that he was at Rohmer Park last week and saw a few safety concerns by the water tower. He stated that the area was cleaned up and taken care of within a day. He stated that he appreciates the quick responsiveness to get the area cleaned up.

Mayor Allen gave a reminder that the drainage of the pools should not go into the storm drain, as the chlorine is not good for the fish in the river. He suggests putting it in the sewer.

Mayor Allen stated that he and Hanson attended the Sheriff meeting last week and he has decided that it will be a required meeting for Council. He stated that there was a lot of information on the Traffic Patrol unit. He stated that they will saturate an area and take care of the problems.

9. ADMINISTRATION REPORTS

Hanson stated that we were paying 1.2 million in 2003 for our own department. He stated that we are at a 1.2 million contract with the Sheriff's Office currently. Hanson stated that there was an incident today in one of the schools in which the bomb threat squad, along with federal agents, and Riverdale force responded. Hanson stated that we would never have had the capacity to deal with this incident if we were our own force.

Hanson stated that we are working on our website to format it so that it is cleaner and more accessible.

Hanson stated that we are working with Connex on inspections and to verify that things are being done according to plan.

276 **10. UPCOMING EVENTS**
277 September 6-8: Utah League of Cities and Towns Convention – Salt Lake City
278 September 19th: City Council Meeting 6:00 p.m.
279 September 28th: Planning Commission Meeting 6:00 p.m.(tentative)
280 October 3rd: City Council Meeting 6:00 p.m.
281 October 9th: City offices closed for Columbus Day
282 October 17th: City Council Meeting 6:00 p.m.
283
284

285 **11 ADJOURN THE MEETING: MAYOR ALLEN**

286
287 **Motion by Council Member Barker**
288 **Seconded by Council Member Seal**
289 **To adjourn the meeting**
290 **Approved unanimously (5-0)**
291 **Time: 6:53 p.m.**
292

293
294 _____
295 **Date Approved**

City Recorder

296 **12 REDEVELOPMENT AGENCY MEETING**

297 Council adjourned into the RDA meeting immediately following the regular meeting.
298
299