

# City of Washington Terrace

## Minutes of a Regular City Council meeting

Held on May 7, 2024

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

### **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT**

Mayor Mark C. Allen

Council Member Jill Christiansen

Council Member Zunayid Z. Zishan

Council Member Cheryl Parkinson

Council Member Jeff West - excused

Council Member Michael Thomas

Finance Director Shari' Garrett

City Manager Tom Hanson

City Recorder Amy Rodriguez

### **Others Present**

none

### **1. WORK SESSION**

**5:00 P.M.**

#### **1.1 PRESENTATION/DISCUSSION: FY 2025 TENTATIVE BUDGET AND FY 2026-29 BUDGET PLAN**

A presentation of the FY 2024-25 Tentative Budget and FY 2026-289 Budget Plan. Topics to include, but are not limited to: Major Budget Issues, Governmental Services (non-utility) Operations & Capital, Fee Schedule (non-utility).

Hanson and Garrett presented the tentative budget document to Council. Garrett clarified that this work session will focus on Governmental Services, noting that Governmental Services are tax supported services. She stated that this budget does not anticipate truth and taxation. She stated that the tentative budget is available on our website. The work session will focus on the foundation of the budget plan. She stated that resources will be covered and she will highlight the major issues.

Hanson stated that Council policy and priorities are used to guide the staff to come up with revenues and resources to accomplish these goals. Garrett stated that the policy and priorities, along with ordinances are our internal guiding principles. There are external demands that also shape the budget.

### **Economic Outlook**

Garrett highlighted some of the 2023 economic themes, including the Federal Reserve increases, labor market softened but is resilient, and the U.S. economy avoided a recession.

Garrett stated that inflation has slowed, it is still increasing, just not as steep.

She stated that the 2024 economic outlook shows that economics applies to all aspects of the city.

45 She stated that we are not anticipating going out to market within the next five years to borrow to complete  
46 any of our plans. She stated that our investment rates and returns follow the same cycle as the federal  
47 reserve rates. She stated that we are seeing substantial investment returns that we haven't seen in many  
48 years. Hanson stated that where we invest our monies must go through the PTIF, and is governed and  
49 regulated by the state treasurer. Garrett stated that the investments is one-time money and on-going money.  
50 She stated that over time, economist project that the rates will soften over time. She stated that we will see  
51 the softening of our investment returns over time.

52  
53 Garrett stated that the Fed target rate on inflation is 2 percent. She stated that inflation has come down,  
54 however housing is really high, along with the service industry. She stated that there are still some sectors  
55 that are causing "stickiness" within inflation. She stated that prices are not coming down, they are just not  
56 increasing at a high rate.

57  
58 Garrett stated that unemployment is dropping. She stated that nationally we are under the healthy full  
59 employment level. Garrett stated that this shows that there is not enough job seekers in the market. It is  
60 hard to fill positions. People are competing for the same labor force and drives the market.  
61 She stated that the wage growth is trending down, but is still above average.

62  
63 Garrett stated that we are not overly-reliant on building permit growth, however, we do use it as one-time  
64 money to fund one-time needs.

65  
66 Garrett stated that the economic projections will show up in the budget.

#### 67 68 Major Budget Issues

69  
70 Pickleball Complex Garrett stated that phases one and two are completed. She stated that the city invested  
71 around \$801,017, and RAMP grants funded \$1,147,790. She stated that the project is not fully complete.  
72 She stated that we need to get the planning phases completed so that we know how to fund other park  
73 projects. Garrett stated that we have been very successful in RAMP grants.

74  
75 Public Safety- Public Safety is our largest general fund. She stated that our contract is going down this  
76 year by \$106,000 because the county changed the way that the departments presented their budgets. They  
77 changed to tighten to budget to show their realistic budgets. She stated that the cost allocation for the  
78 contract entities went down as well. Garrett stated that the plan last year anticipated an increase of  
79 \$100,000. We now have an unanticipated \$200,000 that we can use within the general fund. She stated that  
80 we can expect to go back to a normal increase of 7% within the 5 years.

#### 81 82 Personnel

83 Garrett stated that some of our positions are paid with utility fees, and some with tax dollars.  
84 She stated that changes brought to Council will concern organizational changes, or additions or deletions  
85 of positions.

#### 86 87 Fire

88 Garrett stated that equipment issues is the large cost driver, anticipating 3.1 million needed within the next  
89 five years for funding.

#### 90 General fund

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91  
92 Garrett stated that sales tax is the highest revenue source in the general fund. It is higher than property  
93 taxes. Garrett stated that sales tax is experiencing a bit of hiccup. She stated that the stimulus money is  
94 going away, personal debt is going up, inflation is increasing, and it affects our sales tax growth. She  
95 stated that she anticipates a flat rate next year, but is optimistic that it will grow in a modest growth in  
96 further years. She stated that there is a lot of uncertainty in the market, making projections hard. She stated  
97 that she is approaching her projections very conservatively. Hanson stated that we have a modest way that  
98 we apply revenue. He stated that we take a “smoothing effect”.  
99

100 Garrett stated that our rates of return have been very low historically, however, our 2023 actual for  
101 investment earnings were at a high rate. She stated that we are always behind on the budget projections.  
102 She stated that we have surpassed our 2024 projections enormously. She stated that the investment  
103 earnings are helping up with the sales tax softening. She stated that we may be dipping into our reserves  
104 for projects, and have less money to invest in future years.  
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106 Garrett stated that tentatively adopting the tentative budget is a state requirement. She stated that approval  
107 tonight does not commit or bind the Council to the presented budget.  
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140 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT**

141 Mayor Mark C. Allen  
142 Council Member Jill Christiansen  
143 Council Member Zunayid Z. Zishan  
144 Council Member Cheryl Parkinson  
145 Council Member Jeff West -excused  
146 Council Member Michael Thomas  
147 Finance Director Shari' Garrett  
148 Recreation Director Carlos Grava  
149 Public Works Director Jake Meibos  
150 City Manager Tom Hanson  
151 City Recorder Amy Rodriguez  
152 Weber County Sherrif Office- Lt. Garth Cowley

153  
154 **Others Present**

155 Amy Miller, Ulis Gardiner  
156

157 **2. ROLL CALL** **6:00 P.M.**  
158

159 **3. PLEDGE OF ALLEGIANCE**  
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161 **4. WELCOME**  
162

163 **5. CONSENT ITEMS**

164 **5.1 APPROVAL OF AGENDA**

165 Hanson asked that Grava give an update on Terrace Days to Council.

166 **5.2 APPROVAL OF APRIL 2, 2024 , COUNCIL MEETING MINUTES**

167 Items 5.1 and 5.2 were approved by general consent.  
168

169 Recreation Director Carlos Grava stated that the movie in the park will be "Wonka". He stated that Larry  
170 Weir has been chosen as Gran Marshal. He stated that there will be 26 vendors. He stated that he will  
171 discuss logistics of Terrace Days on May 21, 2024. He stated that the route of the parade has not changed.  
172 He stated that there is a flyer insert with the utility bills. Grava stated that he is still awaiting word on the  
173 classic cars for the parade.

174 Grava stated that the Bonneville Lacrosse team and several other students showed up for the spring  
175 cleaning event last weekend.  
176

177 **6. SPECIAL ORDER**  
178

179 **6.1 PUBLIC HEARING: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**  
180 **SECOND PUBLIC HEARING TO HEAR CITIZEN INPUT CONCERNING THE**  
181 **PROJECT THAT WAS AWARDED UNDER THE 2024 COMMUNITY**  
182 **DEVELOPMENT BLOCK GRANT PROGRAM**  
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184 **COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC HEARING**

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186 **Mayor Allen opened the public hearing at 6:06 p.m.**

187  
188 Mayor Allen opened the second public hearing for the CDBG program . Mayor Allen stated that  
189 this hearing was called to allow all citizens to provide input concerning the projects that were  
190 awarded under the 2024 Grant Year Community Development Block Grant Program.

191  
192 The City has amended its capital investment plan and decided to apply for funds on behalf of the  
193 Rohmer Park -Parking Lot Improvements Project located at 650 West 5100 South.

194  
195 The Mayor introduced Amy Rodriguez as Grant Manager, and stated that Jake Meibos was the  
196 Project Manager.

197  
198 The Mayor explained that the application was successful in the regional rating and ranking process  
199 and The Rohmer Park -Parking Lot Improvements and was awarded \$248,988 of the total project  
200 cost of \$404,875.

201 The Mayor explained the project to those in attendance.

202  
203 The Mayor then asked for any comments, questions and concerns from the audience.

204 There were no comments from citizens or Council.

205 The Mayor stated that copies of the capital investment plan are available if anyone would like a  
206 copy.

207  
208 **There were no more comments and the hearing was adjourned at 6:11 p.m..**

209  
210 **7. CITIZEN COMMENTS**

211 Amy Miller , from the United Methodist Church, stated that the spring boutique was held last week. She  
212 stated that Polar Star has finished up their charter school. She distributed copies of the May calendar. She  
213 stated that she will advertise the free children events in June, as well as the school supply campaign.

214  
215 **8. NEW BUSINESS**

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217 **8.1 PRESENTATION: SHERIFF'S OFFICE QUARTERLY REPORT**

218 Hanson introduced Lt. Garth Cowley to Council. He is the new Lt. assigned to Washington Terrace.

219 Lt. Cowley briefed Council on his background and presented the quarterly report.

220 Lt. Cowley stated that there were 1530 calls for service during the quarter, which is fairly average. He  
221 highlighted the traffic stops in the city. He spoke about a few items of interest.

222 He stated that there was an aggravated assault in February. He stated that there was a handgun involved  
223 and a search warrant was obtained and he was charged appropriately.

224 Lt. Cowley stated that a teenage runaway took a fire arm from her home and it is still under investigation.

225 He stated that there was a missing elderly person who was found the next day in Salt Lake City.

226 Lt. Cowley stated that another offense seized a half pound of meth, along with fentanyl.

227 Lt. Cowley reported that there is a new Sgt. in street crimes. Lt. Cowley is over street crimes as well as  
228 investigations.

Council Member Parkinson asked if K-9 officers are a normal component in the City or do they have to be called in for service. He stated that we have several k-9 officers available in the area, noting that if there is suspicion of drug activity during a traffic stop, the k-9 officers may be called to do a k-9 sniff. Council Member Parkinson stated that this is just another example of the level of service that the Sheriff Office provides. She thanked Lt. Cowley and the department for having the services available for protecting our city. Mayor Allen stated that calls for service are down. He stated that traffic stops were not added into the calls for service billing until recently. The Mayor stated that the traffic stops are proactive policing. The Mayor stated that we appreciate the Sheriff Department and noted that the cost for services actually went down this year.

## **8.2 PRESENTATION: ANIMAL CONTROL QUARTERLY REPORT**

Hanson stated that the South Ogden Animal Control Officer was unable to attend the meeting.

## **8.3 DISCUSSION/MOTION: APPROVAL TO AWARD THE CONSTRUCTION CONTRACT FOR 2024 STREET MAINTENANCE PROJECTS**

Meibos stated that the 2024 Street Maintenance Projects consists of asphalt repair, seal coats, and striping throughout the city.

He stated that there were two bids submitted. He stated that Morgan Pavement submitted the low bid and with contingency it would be a project of \$240,764. He stated that he is confident in their ability and noted that they have done great work for the city in the past. Meibos stated that there is a pre-qualification packet submitted for the project. He stated that experience is a big factor in selection. He stated that the city reserves the right to reject the lowest bidder based on experience and reputation.

Meibos stated that the project amount numbers came in within the projected budget and no additional funds will be needed.

**Motion by Council Member Christiansen  
Seconded by Council Member Thomas  
To approve the award of the construction contract  
To the selected contractors  
For the 2024 Street Maintenance Projects  
For the total bid and the engineer's estimate and contingency  
For a total of \$240,764  
Approved unanimously (4-0)**

## **8.4 DISCUSSION/ACTION: FUTURE OF WEBER HUMAN SERVICES SENIOR SERVICES PROGRAMMING**

Mayor Allen stated that the city received a letter a few days ago from Weber Morgan Health Department concerning senior services programs in the county. Mayor Allen stated that he and Hanson met with Karen, the director of the Senior Center, last week and explained the situation. She understood the situation and would like to stay on as the director. Mayor Allen stated that we would like for her to stay on as director as well. He stated that that more than half of the people at the senior center are not from Washington Terrace City. He stated that anyone can attend our senior center. Mayor Allen stated that he and Hanson, as do many cities in the county, believe that this service is a county program and should be run as such. He stated that the County Commissioners have given notice that there will only be three

276 regional sites for the county, which he feels puts a burden on the elderly for travel.  
277 Hanson stated that this issue has been in front of Council before, and stated that we do not take this  
278 challenge lightly. Hanson stated that we have challenges funding and administering the senior services  
279 programming.  
280 Hanson stated that we have received a request for proposal from the county to Washington Terrace to  
281 provide programming for the Senior Center, with Weber Human Services will provide up to \$78,000 a  
282 year for three years. Services would need to be provided five days a week, including lunch services  
283 provided by Weber Human Services in which we would have to pick up daily and take back the trays.  
284 Hanson stated that we would be happy to provide the building and happy to have them manage their own  
285 people. He stated that they are allowing the city to choose whether we would like to manage the employees  
286 or have Weber Human Services manage the employees. He stated that we would like to send a proposal  
287 that would reflect what they are offering, for them to manage their people at their rate with their funds for  
288 their operations. The city will continue to support them with the building and have them consolidate in our  
289 building. He stated that we recognize that they would like to consolidate the lower end of the county to be  
290 housed at Riverdale, Roy, or Washington Terrace. He stated that Ogden and North Ogden will most likely  
291 have the north and central areas.  
292 Mayor Allen stated that we will present our proposal to them following all the items listed on the bottom  
293 of the letter. He stated that there is one item of concern, which entails the item that the City transport the  
294 lunches back. He suggests that we state that the meals should be delivered as they currently are. He stated  
295 that they deliver the meals currently and suggests we keep it as it is. Mayor Allen stated that everything is  
296 donated and the county does not pay for any supplies.  
297  
298 Mayor Allen stated that it costs around \$75,000 a year to maintain the building. He stated that that has  
299 been our donation to Weber County for the program. Hanson stated that Weber County is only having to  
300 pay for the programming and services. He stated that they do not have to pay for the facility centers.  
301  
302 Mayor Allen stated that Weber County does not pay Riverdale for their services. He stated that \$241,000 is  
303 spent yearly on the remaining operating centers. Mayor Allen stated that the county is now allowing  
304 Riverdale into the mix.  
305  
306 Hanson stated that there is a newsletter in the current utility bill explaining the issue. He stated that we  
307 have left the door open for the County Commissioners, by acknowledging their efforts with senior  
308 programming. He stated that if county leadership and Weber Human Service directors would reconsider  
309 their decision to continue serving the seniors in this region , we would be eager to welcome their services.  
310 Mayor Allen stated that the proposal is for a 3 year contract. Mayor Allen stated that it is a county product  
311 and the county should step up and pay for it.  
312  
313 Council Member Thomas suggested that we could join the Healthy Utah Community to promote the  
314 services for the lunches and promoting healthy social interaction for vulnerable demographics. He stated  
315 that we could state that we are pursuing a partnership with Healthy Utah Community. He stated that  
316 Healthy Utah provides grants. Mayor Allen stated that we can put down that we are looking at a  
317 partnership with Healthy Utah. Council Member Parkinson stated that the group only provides grant  
318 opportunities and is a promotional type of activity. She stated that it is a great opportunity.  
319  
320 Hanson stated that our proposal will be that we will keep everything as it is currently being run. We will  
321 not be supervising an employee. He stated that Karen would remain as a Weber Human Service employee.

322 Mayor Allen stated that they will not be cooking or serving the lunches. Food would be brought in by  
323 Meals on Wheels. Hanson stated that it will be interesting to see if any of the centers can take on the extra  
324 capacity.

325  
326 Mayor Allen stated that he cannot in good conscience take on this program and then somewhere down the  
327 road have to tax our residents to continue a county program.

328  
329 **Motion by Council Member Parkinson**  
330 **Seconded by Council Member Christiansen**  
331 **To allow the Mayor and Hanson**  
332 **To continue the putting forward a proposal to Weber Human Services**  
333 **For partnering with Weber Human Services for the Senior Services Programming**  
334 **Within our city as has been outlined**  
335 **As currently being served**  
336 **Approved unanimously (4-0)**  
337

338 **8.5 MOTION: APPROVAL TO AWARD THE CONTRACT FOR PROFESSIONAL**  
339 **AUDIT SERVICES**

340 Garret stated that our former Independent Auditor is the firm of Keddington and Christiansen.  
341 She stated that the contract came up for bid this year. She stated that she put out a proposal for  
342 Independent Audit services and that an evaluation team was created to review the bid.  
343 She stated that there were two proposals received. Garrett stated that the criteria for evaluation was based  
344 on mandatory and general elements, firm experience, staff qualification, audit approach, references, and  
345 fee. She stated that the scoring was provided through the evaluation team review.  
346 She stated that Council may approve the term of the contract up to five years beginning at the end of the  
347 current fiscal year 6/30/24 through 6/30/28.  
348 Council Member Zishan noted that there were only two bids and asked if there is anything we can do to  
349 solicit more bids.  
350 Garrett stated that the proposal was sent to the State Management site for procurement, and it was on there  
351 for 30 days. She stated that it was also sent out as direct solicitation to at least 6 firms. She stated that  
352 auditing services for governmental audits are becoming more onerous and she is not sure if that is limiting  
353 the pool to auditors entering into the market.  
354 She stated that the city did our due diligence. Garret explained that we can reject any bid and not accept  
355 bids if there are any concerns, but stated that in this case the proposal was completely reasonable based off  
356 of what the audit entails. She stated that the auditing requirements and standards have gone up quite a bit.  
357 She stated that she was not surprised that the pricing increased.

358  
359 **Motion by Council Member Christiansen**  
360 **Seconded by Council Member Parkinson**  
361 **To approve entering into a contract with Keddington and Christiansen**  
362 **for Professional Audit Consulting Services**  
363 **for a term of up to five years**  
364 **beginning fiscal year ending June 30, 2024 through June 30, 2028**  
365 **Approved unanimously (4-0)**  
366  
367



368 **8.6 MOTION: TENTATIVELY APPROVE THE TENTATIVE BUDGET**

369 Garrett stated that this approval is a formality required by State law, and serves as an acknowledgement  
370 and acceptance of the tentative budget that meets the State standard.

371 Garrett stated that it does not bind the Council in any way and that any changes or additions to the  
372 tentative budget will be brought to Council in June. Garrett reviewed the budget work session calendar  
373 with Council. The tentative budget is available for public viewing on the City website.

374  
375 **Motion by Council Member Parkinson**  
376 **Seconded by Council Member Thomas**  
377 **To tentatively approve the tentative budget**  
378 **As presented**  
379 **Approved unanimously (4-0)**  
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382 **9. COUNCIL COMMUNICATION WITH STAFF**

383 Council Member Christiansen thanked Grava for the awesome job organizing the spring clean up event.  
384 She stated that she was impressed that the Lacrosse team was there and stated that she and her son had a  
385 wonderful time. She stated that it is a great direction that the city is moving toward. She stated that she  
386 appreciates his efforts making Council Priorities a reality  
387

388 Council Member Christiansen read an email from Council Member West concerning his take-aways from  
389 the ULCT conference. He stated that he was able to talk with other cities and learn from them and hear  
390 ideas that help with some of our issues and make our city more sustainable.

391 He wrote that he spoke with Roy City about the challenges that they have enforcing ordinances and  
392 specifically mentioned the licensing and enforcement of farm animals in the city.

393 He wrote that he spoke with South Ogden on the issue of multi family housing units that they have, noting  
394 that they feel very pressured by state mandates to build the high density housing.

395 He wrote that Riverdale is dealing with traffic within their city, specifically Riverdale Road. He mentioned  
396 that Chuck E Cheese is coming to fill the spot left by John Paras furniture.  
397

398 He wrote that all cities are different and have different challenges, but what struck him was how well our  
399 city is run. He wrote that we have the best staff that genuinely care about the city and their passion shows.  
400 He stated that he heard many compliments on our city and about our city manager, noting that Tom is well  
401 respected. He is proud to represent Washington Terrace City.  
402

403 Council Member Zishan stated that the streaming project has been included in the budget and asked if we  
404 are doing the streaming project in house or going out to bid. Hanson stated that we have received bids and  
405 will be using Pro-Edge for their services. Hanson stated that we will need to have hardwiring for the  
406 system. He stated that they are a local vendor and have experience with other cities.

407 Council Member Zishan stated that we talked about updating one of our city codes regarding the  
408 allowance of farm animals and asked if there was any progress. Hanson stated that we will finish the  
409 budget and hold a work session to discuss the possible ordinance and procedures .  
410

411 Council Member Parkinson stated that she was contacted by a resident concerning water running through  
412 the neighborhood area asked about city code regarding someone emptying their swimming pools into the  
413 gutters and street. She stated that someone from the city came out to inspect. Hanson stated that de-

chlorinated water is allowed to go through the gutter. She stated that it was running down the street for days. She wanted to know if it was legal. Hanson said that it is allowed as long as it is de-chlorinated. Council Member Parkinson stated that she believes it was at 151 off of 5100 by the church.

Council Member Park wanted to say “Hats Off” to staff. She stated that she attended the ribbon cutting and the activities at Rohmer Park, noting that it was well presented and everything looked wonderful. She expressed kudos to Grava for organizing the events. She stated that it was nice to see staff interacting with each other in a positive way. She stated that she appreciates what staff has done putting the area together, noting that it was very clean and very nice. She stated that it was nice to visit with the builders of our playground area and hear their continued support in working with our city. She stated that we have found great people to work with for the improvements for our city. She stated that she was impressed with the county commissioners, state representative, senator, and RAMP commissioners that attended the ribbon cutting. She stated that she is pleased with the things that are bringing good attention to our city.

Council Member Parkinson spoke about the fantastic opportunity at the ULCT conference. She stated that the networking is fantastic. She stated that she sat and spoke with all different people from all over the state and heard about their concerns from their cities, and noted how their concerns are important to all of us over the state. She stated that data is used to drive city decision making and loves how graphs are used in our city budget, providing a snapshot of information. Council Member Parkinson thanked staff for looking into ways for our city to grow beyond our own little world.

Council Member Thomas stated that he has heard concerns from citizens regarding the apartments on 5000 South and Washington blvd. He stated that there is a broken tree branch hanging and asked if the city do something so that it doesn’t fall on pedestrians. Hanson made note of the apartments.

Council Member Thomas spoke about an opportunity he learned through the ULCT conference and the Community that Cares summit. He stated that they go hand in hand with the Healthy Utah Community. He stated that one of the things that we have to do to join the community is to have a coalition involved. The coalition would be comprised of City leadership, school district, business district, local hospital representative, and someone from the local health commission. He stated that we only have to complete three things. He named some of the things we would need to do to join the group: offer free or low cost fitness, (Council Member Parkinson noted that the Goldenwest 5k run could qualify), develop or add to a walking trail, update zoning for land use to promote fitness, add more bike lanes that can add more bikes on the road. Other things we can do: involve farmers markets that include snap benefits, have more citizens involved in VIPs program, and get healthy eating exchanges. He stated that if we apply, start a coalition, and do three of the mentioned items, membership is good for three years and will help the community get closer and healthier.

Mayor Allen stated that he appreciates the training that was had at the ULCT conference and appreciates that Council went down there and worked hard. He stated that they attended the workshops and asked a lot of questions after every class. He stated that he appreciates the note taking and taking time out of their schedule to attend. Mayor Allen stated that it is a great opportunity to sit with different people and learn from their communities and he appreciates the efforts put in. Council Member Parkinson stated that she appreciates that they promote transparency first and efficiency second. She stated that she loves our transparency and noted that efficiency will follow.

460 **10. ADMINISTRATION REPORTS**

461 Hanson asked if Council would be able to attend budget work sessions starting at 4:30 p.m.. Council  
462 Member Thomas stated that he wont be able to attend. Council Member Zishan stated that he will be there  
463 at 5:00 p.m., and possibly earlier. Hanson stated that we will plan on 4:30 so that there is time for all the  
464 items and discussion.

465 Hanson stated that the letters have been sent out for the apartment rental audits. He stated that we have  
466 received several calls. Hanson stated that we explained we need a clarification of what is happening on  
467 their properties. We have been clear on what we want to accomplish and how they can be compliant.  
468 Hanson noted that the audit was suggested to help find out what is happening with rentals within the city  
469 regarding concerns of parking issues, illegal up down duplexes ,and how rentals affect the community and  
470 peaceful enjoyment of their residents. Hanson stated that the audit is now live. He stated that Gerritsen,  
471 Seaman, and our attorney put the audit letter together and made it clear what landlords need to do to  
472 answer the questionnaire.

473 Hanson stated that he will send the letter to Council if residents contact them with questions.. Hanson  
474 stated that we will have the results of the audit presented to Council along with what we are learning.

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476  
477 **11. UPCOMING EVENTS**

478 May 21<sup>st</sup> : City Council Work Session (5:00 p.m) and Meeting (6:00p.m).

479 May 27<sup>th</sup>: City Offices Closed for Memorial Day Observance

480 May 30<sup>th</sup>: Planning Commission Meeting (tentative) 6:00 p.m.

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482 **12. ADJOURN THE MEETING**

483  
484 **Motion by Council Member Parkinson**  
485 **Seconded by Council Member Christiansen**  
486 **To adjourn the meeting**  
487 **Approved unanimously (4-0)**  
488 **Time: 7:38 p.m.**  
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492 \_\_\_\_\_  
493 **Date Approved**

494 \_\_\_\_\_  
495 **City Recorder**

496 **13. REDEVELOPMENT AGENCY MEETING**

497 Council will adjourned and entered into an RDA meeting immediately following the Council  
498 meeting.  
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500