
Minutes
Workshop Meeting
October 8, 2019

Present: Mayor Kenneth Neilson, Council Member Troy Belliston, Daniel Cluff, Kolene Granger, Douglas Ward, City Attorney Jeff Starkey, Community Development Director Drew Ellerman, Public Works Director Mike Shaw, Economic Development Director Matt Loo, Finance Supervisor Brian Brown, Community Center Assistant Director Ben Rae, Power Director Rick Hansen, Fire Chief Matt Evans, Police Chief Jason Williams, Administrative Services Director Kimberly Ruesch, Audience: Kurt Ivie, Craig Coats

Excused: Council Member Jeff Turek and City Manager Roger Carter

Meeting commenced at 6:00 P.M.

1. Approval of Agenda

Council Member Cluff made a motion to approve the agenda. Council Member Granger seconded the motion; which passed with the following roll call vote:

<i>Mayor Pro-Tem Troy Belliston</i>	<i>Aye</i>
<i>Council Member Daniel Cluff</i>	<i>Aye</i>
<i>Council Member Kolene Granger</i>	<i>Aye</i>
<i>Council Member Douglas Ward</i>	<i>Aye</i>

2. Discussion and review of requirements to participant in a building permit fee waiver/deferral program to support affordable housing opportunities in Washington City. Matt Loo

Economic Development Director Matt Loo reviewed the proposed deferral program with Council.

Council Member Cluff asked what the benefit would be to restrict live and work in Washington County rather than Washington City.

Economic Development Director Loo stated this is all fluid and can be changed as Council feels would be appropriate. In addition, there are certain attainable levels required by the State.

Mayor Pro-Tem Belliston stated generally Habitat for Humanity does not move individuals.

Council Member Cluff stated after discussion he agrees the Washington County stipulation makes more sense.

Council Member Granger noted we may want to be specific on the impact fees being waived.

Mayor Pro-Tem Belliston noted Washington County Water Conservancy District is not collected with the building permit. The home builder is required to pay the fee on their own. The only outside fee still collected by Washington City is the HCP impact fee.

Council discussed opening this option up to community builds, as well as qualified programs.

Economic Development Director Loo noted it is important to have a refining process for this program to work.

Council Member Cluff stated he would be in favor of doing this for non-profit companies to start and see where the program goes prior to adding more options.

Economic Development Director Loo explained he would like to have each application vetted through Staff prior to coming to Council in order to make sure we have legitimate applications.

Council Member Ward asked if Council feels the number of homes is enough.

Council Member Granger stated she feels the document should state up to three, and if the program is successful it can be reassessed.

It was the consensus of Council to move forward with the draft of the program.

- Mayor Kenneth Neilson arrived at 6:23 P.M.

3. Discussion of City Festivals. Mayor Kenneth Neilson

Council Member Cluff reviewed the current Washington City Events, as well as the desire to have individuals in the community serve on the committees designed for these events. It would be ideal to lay out who will be the chair, and have each event structured. As there is a need to participate or support, it would come back to the Council. The funding would take place through the City.

Council Member Ward clarified the event chair positions are currently being filled until a person retires.

Council Member Cluff stated this is how it has been run in the past. A committee will be formed, which includes the Mayor and a Council Member along with several key members of Staff.

Council Member Granger stated if each Chair could make a 3 year commitment, and then they

could train those others and provide transition.

Council Member Ward stated it would be appropriate to have someone from the Recreation Staff to do calendar and liaison to Staff. There are certain items, which they would be more familiar with.

Council Member Granger clarified Staff is not going to be assigned all of the big events, but there will be a community committee.

Council Member Cluff stated she was correct. He would like to ask Council to think about items they would like included in this proposal. They would like to have something to look at in the pack in the upcoming meetings.

Economic Development Director Loo stated as we expand our reach and support of our local businesses, as we do events we reach out to our local business first before going beyond the Washington City area. This would include sponsorship as well as donations.

Council Member Cluff noted he would like our priority to sustain these events, and it deserves our attention and commitment.

4. Discussion and review of a proposed Amendment to the 2020 FY Budget. Administrative Service Director Kimberly Ruesch

Administrative Services Director Kimberly Ruesch reviewed the proposed Amendment to the 2020 FY Budget. The General Fund and Power Fund are the accounts being affected by this budget amendment request.

Police Chief Jason Williams explained the grant funding for the Victims Advocate position, which is going to greatly benefit Washington City.

Administrative Services Director Ruesch stated Washington City was awarded funds to employ 6 additional full time employees. She explained the grant is for a percentage of those wages and benefits. This is a 3 year funding source, which decreases over time.

Council Member Granger asked why we are increasing 6 employees in one year.

Fire Chief Matt Evans explained it is difficult to fill the part time and volunteer positions. Station 62 is closed some of the time. In addition, the Coral Canyon Station is only open about 10 percent of the time. With this additional employment, Station 61 and 62 will be fully staffed, and will allow for Station 64 in Coral Canyon to be open much more.

Administrative Services Director Ruesch explained the final item for budget amendment, which will be to have the Concession Stand run in house within the Community Center.

Assistant Community Center Director Benjamin Rae reviewed the reason to change the concession is to provide customer service, and have control over the pricing of items. The revenue would be neutral compared to what is taking place at this time. The rental income will

no longer come in, but the concession stand revenue will offset the costs.

Council Member Cluff clarified the concession stand will bring in enough money to cover the cost of the product, the staff, as well as cover the rent coming in at this time.

Assistant Community Center Director Rae confirmed he was correct.

Administrative Services Director Ruesch continued her budget amendment review, which includes professional services for large plan reviews.

Community Development Director Drew Ellerman explained the need for Vision Plan for Washington Fields, which will be a one time fund for the design.

Council Member Cluff noted he would like to have individuals in the community to participate in the design for Washington Fields.

Community Development Director Ellerman stated they plan to invite individuals to participate, and once they have a plan in place, the Council will review and approve design guidelines.

Administrative Services Director Ruesch reviewed the increased budget for the Staheli Substation.

Council Member Granger asked if the electric costs going to go up, as a result of this budget increase.

Power Director Rick Hansen stated these funds do not have anything to do with the power cost adjustment. The funding for the substation is going to come out of the reserve funds for maintenance.

5. Discussion and review of proposed Resolution to establish the allocation of RAP Tax funds. Administrative Service Director Kimberly Ruesch

Administrative Services Director Kimberly Ruesch reviewed the proposed Resolution, which would establish a RAP Tax allocation of funds.

Council Member Belliston stated he appreciates money will be set aside for a facility in the future.

Administrative Services Director Ruesch asked if there is interest in short term committee in order to designate what we would like each of these categories to look like.

Council Member Granger stated she has a strong interest in a committee.

Council Member Cluff noted he would like the Youth Council to have involvement.

Council Member Ward stated he would like to change the application process to have each application reviewed by a committee prior to coming before Council in order to see if the application meets the criteria.

Administrative Services Director Ruesch stated she would recommend a short term committee to establish what Council would like the categories to look like, and then as a second step form a review committee.

6. Financial Update of the 4th Quarter for Fiscal Year 2019. Administrative Service Director Kimberly Ruesch

Administrative Services Director Kimberly Ruesch reviewed the 4th Quarter Fiscal Update.

7. Review of request to serve on the Planning Commission. Mayor Kenneth Neilson

Mayor Kenneth Neilson reviewed the request for Planning Commissioners. He will be recommending Brian Musso to serve on the planning Commission at the regular meeting.

8. Adjournment

Council Member Belliston made a motion to adjourn the meeting. Council Member Granger seconded the motion; which passed with the following roll call vote:

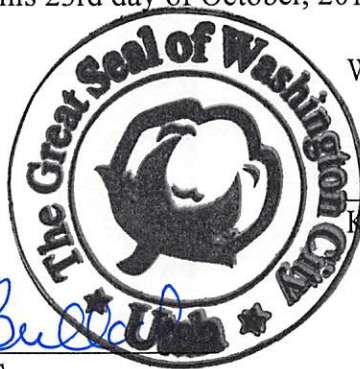
<i>Council Member Troy Belliston</i>	<i>Aye</i>
<i>Council Member Daniel Cluff</i>	<i>Aye</i>
<i>Council Member Kolene Granger</i>	<i>Aye</i>
<i>Council Member Douglas Ward</i>	<i>Aye</i>

Meeting adjourned at 7:59 P.M.

Passed and approved on this 23rd day of October, 2019.

Attest by:


Danice B. Bulloch, MMC
City Recorder



Washington City


Kenneth F. Neilson, Mayor