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3 **City of Washington Terrace**
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5 **Minutes of a Regular City Council meeting**
6 **Held on November 15 , 2022**
7 **City Hall, 5249 South 400 East, Washington Terrace City, Utah**
8

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

10 Mayor Mark C. Allen
11 Council Member F. Carey Seal
12 Council Member Jeff West
13 Council Member Jill Christiansen
14 Council Member Scott Barker
15 Council Member Randy Ferlin – arrived at 6:40 p.m.
16 City Manager Tom Hanson
17 City Recorder Amy Rodriguez
18 Lt. Colby Ryan, Weber County Sheriff
19

20 **Others Present**

21 Charles and Reba Allen, Steve Nielson, Sharae Nielson, Amelia Graff, Anna Graff, Ava Graff, Mike Mathieu
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23 1. **ROLL CALL** **6:00 P.M.**
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25 2. **PLEDGE OF ALLEGIANCE**
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27 3. **WELCOME**
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29 4. **CONSENT ITEMS**

30 4.1 **APPROVAL OF AGENDA**

31 4.2 **APPROVAL OF NOVEMBER 1, 2022, MEETING MINUTES**

32 Items 4.1 and 4.2 were approved by general consent.
33

34 5. **SPECIAL ORDER**

35 5.1 **PUBLIC HEARING: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**
36 **FIRST PUBLIC HEARING TO CONSIDER POTENTIAL**
37 **PROJECTS FOR WHICH FUNDING MAY BE APPLIED UNDER THE**
38 **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SMALL CITIES**
39 **PROGRAM FOR PROGRAM YEAR 2023**
40

41 Mayor Allen opened the public hearing at 6:02 p.m.
42

43 **COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC HEARING**

44 Mayor Allen opened the public hearing for the CDBG program and stated that the purpose of the hearing
45 is to provide citizens with pertinent information about the Community Development Block Grant Program

and to allow for discussion of possible applications for the 2023 funding cycle. It was explained that the grant money must be spent on projects benefitting primarily low and moderate-income persons. The Wasatch Regional Front, in which Washington Terrace is a member, is expected to receive approximately \$978,712 in this new program year. All eligible activities that can be accomplished under this program are identified in the CDBG Application Policies and Procedures Manual and interested persons can review it at any time.

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

Mayor Allen indicated that in the past Washington Terrace has received 12 CDBG grants which were used to purchase Fire Department Equipment to include a skid loader for the brush truck, thermal imaging equipment, breathing apparatus, turn out gear and radios. Other projects awarded funding include seismic upgrades to two Water Tanks, a restroom and bowery at Victory Park, the 4525 South Sewer Main Replacement, construction of the Civic/Senior and Fire Station, Water Main Feeds, installation of water valves throughout the city, and currently purchase of AMI Metering equipment. The city has handed out its capital investment plan as part of the regional "Consolidated Plan". This list shows which projects the city has identified as being needed in the community.

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

The Mayor asked if there were any suggestions.

Steve Nielson asked if the money could be used to fund anything, such as a code inspector position, or new street lights. Rodriguez and Mayor Allen explained some of the requirements and eligibility for projects.

Paul Klema asked if could be used for an 18 and under dance club.

There were no other citizen comments.

The hearing was adjourned at 6:16 p.m.

6. CITIZEN COMMENTS

Steve Nielson voiced concerns on the recycling contract that was spoken about at the last meeting.

He stated that he did research on toxins and it is very bad. He was concerned about the air emissions as far as the kiln is concerned, stating that they are not subject to emission standards. He stated that if our trash is going to the kiln, it could be bad publicity for the city if we are contributing to toxins and chemicals in the air.

Nielson stated that there are shades in the parks plan and asked if there is a plan to remove the canvass shades in the fall and winter to minimize any potential damage.

7. NEW BUSINESS

7.1 DISCUSSION/MOTION: RENEWAL OF THE LEASE AGREEMENT WITH

91 **OGDEN CITY REGARDING WASHINGTON TERRACE FIRE STATION #51**

92 Hanson stated that the City looked into unifying our fire department with Riverdale and South Ogden. At
93 that time there was a fiscal analysis done. Hanson stated that after several meetings, it was determined that
94 the City wanted to take a wait and see approach. Hanson stated that the volunteer department had an
95 increase in stipend to help recruit and retain. At this time, Hanson met with Ogden Fire Chief Mike
96 Mathieu concerning leasing the fire station as a source of revenue to feed back into the volunteer fire
97 department. Hanson stated that Ogden City leases an area in our station for ambulance services. Hanson
98 stated that Ogden City has been paying \$50,000 a year, plus 6 percent per year.

99 Hanson stated that he and Ogden City have proposed extending the contract for 10 years. They discussed
100 changing the terms to not to go higher than 6 percent based on the Western Region CPI, and not to go
101 lower than 3 percent yearly.

102 Hanson stated that the City would like to ratify the lease agreement with the flex of the minimum of 3 and
103 maximum of 6 for ten years. Hanson stated that there will be an opt out clause of 365 days notice.

104 Hanson stated that both the City and Ogden City have benefited from the agreement.

105
106 Chief Mathieu stated that he has worked with Washington Terrace Department for quite some time. He
107 stated that the reason that the agreement has worked so well is because it allows them to keep their unit in
108 the area of the area that they service, considering that Ogden Regional and McKay Dee Hospital are so
109 close. He stated that this allows a chief commander to come out for major events management. He stated
110 that it is to serve the residents collectively, noting that the working together creates stability. He stated that
111 it has been a very professional relationship. He stated that he anticipates that Mayor Caldwell will sign the
112 agreement.

113
114 Council Member Barker asked if our building is adequate for their needs. Chief Mathieu stated that he has
115 inspected it and it is. He stated that there is any damage to the facility, Ogden will work through the fire
116 chief to rectify the situation.

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118 **Motion by Council Member Christiansen**
119 **Seconded by Council Member Seal**
120 **To renew the lease agreement with**
121 **Ogden City regarding Washington Terrace**
122 **Fire Station 51**
123 **Approved unanimously (4-0)**
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125 **7.2 DISCUSSION: WEBER COUNTY HOUSING AFFORDABILITY AND ACCESS**
126 **STUDY**

127 Mayor Allen presented on the Weber County Housing Affordability and Access Study. Mayor Allen
128 highlighted the Washington Terrace Page. He stated that Washington Terrace will grow 44 percent by
129 2060. He stated that the City has higher shares of single parent households, and seniors living alone in the
130 county. He stated that we can learn from these statistics on the choices that we make for the community
131 and activities that we provide. Mayor Allen stated that 30 percent of our residences are renters. He stated
132 that we are second in the county, after Ogden City, for rental properties.

133 Mayor Allen stated that housing costs are the fourth lowest in the county. He stated that the study helps in
134 planning for the future, as well as planning for the community.

135 Mayor Allen stated that we provide 5.2 percent of affordable housing units in the county, noting that is
136 more than our fair share. He stated that we need to work with other communities in the county to have

137 them do their fair share to allow affordable housing and allow multi family units.
138 Mayor Allen stated that it shows our median income in 2022 is \$71,000. He stated that he will be using
139 this data in several different meetings and committees that he attends.

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142 **7.3 MOTION/RESOLUTION 22-20: APPROVAL TO UPDATE THE CITY OF**
143 **WASHINGTON TERRACE CIVIL RIGHTS POLICY**

144 Rodriguez stated that the policy was originally adopted in 2016 as part of CDBG requirements to comply
145 with Equal Opportunity and HUD's Fair Housing requirements. Rodriguez stated that while she was looking
146 over documents for a grant, she realized that some of the information in the originally resolution adopted in
147 2016 was outdated. Rodriguez stated that the updates to the Civil Rights policy entails updating addresses
148 and contact information for State and Federal Departments. It also updates the Language Access Plan with
149 current census information. The Plan covers ADA requirements for communication with individuals with a
150 disability affecting hearing, vision, speech, cognitive limitations, and physical limitations. The Language
151 Access Plan helps provide language assistance to persons with limited English proficiency. Rodriguez
152 stated that it also will be incorporated into our Employee Policy and Procedures Manual at the next
153 revision.

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155 **Motion by Council Member West**
156 **Seconded by Council Member Barker**
157 **To approve Resolution 22-20**
158 **Updating the Civil Rights Policy**
159 **Approved unanimously (5-0)**
160 **Roll Call Vote**
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163 **8. COUNCIL COMMUNICATION WITH STAFF**

164 Council Member Barker asked about updates to our Emergency Preparedness Plan, noting that it should be
165 reviewed periodically and Council and contact information should be updated.

166
167 Mayor Allen stated that he imagines that we would pull the park sun shades down at the end of the season.
168 Hanson confirmed. Mayor Allen commented on the recycling question. He stated that we will have less
169 exposure with the new recycling company than we would have had at our previous operation. Hanson
170 stated that the new company is working on retrofits for emissions handling.

171
172 Wasatch Front Regional Council Transportation and Transit Planning committee will meet tomorrow from
173 4-6 and encourages Council to attend if possible.

174
175 Mayor Allen stated that Council has traditionally provided a day off coupon to the employees instead of a
176 Christmas party, dinner, or monetary compensation. He stated that it is a soft cost and does not cost the
177 city any money. He would like to continue this tradition. Council agreed to continue the tradition.

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179 **9. ADMINISTRATION REPORTS**
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181 Hanson stated that Council retreat will be this Friday at 8:00 a.m. and on Saturday at 8:00 a.m. as well.

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11 UPCOMING EVENTS

November 17th Planning Commission Meeting 6:00 p.m. (CANCELLED)
November 18th and 19th : Council Retreat 8:00 a.m.- 12:00 p.m.
November 24-25th: City Hall closed for Thanksgiving Holiday
December 6th: City Council Meeting 6:00 p.m.
December 10th : Candy Cane Run 8:00a.m.
December 26th : City offices closed for Christmas Holiday
December 29th: Planning Commission Meeting 6:00 p.m. (Tentative)

12. ADJOURN THE MEETING: MAYOR ALLEN

**Motion by Council Member West
Seconded by Council Member Barker
To adjourn the meeting
Approved unanimously (5-0)
Time: 7:07 p.m.**

Date Approved

City Recorder