

City of
WASHINGTON TERRACE
Utah

Regular City Council Meeting

Tuesday, September 5, 2023

5249 South 400 East

Washington Terrace, UT 84405

801.393.8681

www.washingtonterracecity.com

1. **WORK SESSION** **5:00 P.M.**
Topics to include; but are not limited to:
 - Citywide Citizen Survey sample questions and discussion

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

3. **PLEDGE OF ALLEGIANCE**

4. **WELCOME**

5. **CONSENT ITEMS**
 - 5.1 **APPROVAL OF AGENDA**
Any point of order or issue regarding items on the agenda or the order of the agenda need to be addressed here prior to the approval of the agenda

 - 5.2 **APPROVAL OF AUGUST 15, 2023, COUNCIL MEETING MINUTES**

6. **CITIZEN COMMENTS**
This is an opportunity to address the Council regarding your concerns or ideas that are not on the agenda as part of a public hearing. Please limit your comments to no more than 3 minutes.

7. **NEW BUSINESS**
 - 7.1 **PRESENTATION: INTRODUCTION OF CODE ENFORCMENT OFFICER MARTIN NISH**

 - 7.2 **MOTION: CHIEF BUILDING OFFICIAL/PLANNER POSITION AND STATUS CHANGES**
Motion to finalize the dissolution of a full time Chief Building/Planner/Code Enforcement position and create two part time positions.

8. **COUNCIL COMMUNICATION WITH STAFF**
This is a discussion item only. No final action will be taken.

9. **ADMINISTRATION REPORTS**

This is an opportunity for staff to address the Council pertaining to administrative items.

10. **UPCOMING EVENTS**

September 6-8: Utah League of Cities and Towns Convention – Salt Lake City

September 19th: City Council Meeting 6:00 p.m.

September 28th: Planning Commission Meeting 6:00 p.m.(tentative)

October 3rd: City Council Meeting 6:00 p.m.

October 9th: City offices closed for Columbus Day

October 17th: City Council Meeting 6:00 p.m.

11 **ADJOURN THE MEETING: MAYOR ALLEN**

12 REDEVELOPMENT AGENCY MEETING (The RDA meeting will be held immediately following the regular meeting)

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City of Washington Terrace

Minutes of a Regular City Council meeting Held on August 15, 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
Parks and Recreation Director Carlos Grava
Public Works Director Jake Meibos
City Manager Tom Hanson
City Recorder Amy Rodriguez

Others Present

Cheryl Parkinson, Steve Nielsen

1. WORK SESSION

5:00 P.M.

Topics to include; but are not limited to:

- **Rohmer Park update and playground selection**

Grava stated that the park selections have been approved in the budget. The current budget is \$225,000. He stated that they received three different designs and three different quotes. The work session is to review each project and Council will make a selection during the regular meeting.

He stated that the playground will be larger than any playgrounds that we currently have.

He displayed the three options.

Option 1. The slide is very large compared to the other options. The equipment will include a spinner, along with different swing options. It also includes a spin cup. He stated that the playground is for ages 5-12. He stated that the estimate is \$253,789.

Option 2. Staff recommends option 2. He stated that there is a large slide, a smaller slide, nylon shades for some of the equipment, a spinner, and swing options. The play cubes can be used by toddlers as well The age group is also 5-12 years of age. He stated that there is good use of the space. The estimate for this option is \$227,452.

Option 3. Grava stated that this option is more for 9-12 year old age group. He stated that younger kids can use the playgrounds, but it is mostly set up for the older children, with lots of climbing structures. He stated that the swings are the same set up as the other options. Hanson stated that it is a good option, however, it is a little higher than our budget allows. The estimate for this option is \$243,267.

46 Grava displayed the color options for the playground equipment. Council Member Christiansen stated that
47 yellow slides are definitely cooler, whereas darker colors retain more heat.

48
49 Hanson stated that there is seating for the pickleball courts, but no benches for the park. Council Member Seal
50 stated that he would recommend benches for the park. Grava stated that large benches and shade structures will
51 be put in to service both the pickleball and the park. He stated that it is in future plans.

52 Council Member Christiansen stated that option 3 is different and likes it the best, noting that the climbing
53 structures are most played upon. Council Member Seal noted that other parks are due for an upgrade, and
54 climbing structures may be placed in those parks.

55
56 Grava stated that we would not be able to combine different features because of the cost.

57 Hanson stated that there are restraints with the items that must go in, such as the retaining wall. He stated
58 that the park is a big percentage of the project and is hesitant to go much higher than the \$225,000 budget.

59 Council Member West stated that his grandkids would play on option 2 all day long. Council Member
60 Christiansen stated that older kids don't play on slides at all. She stated that she likes option 2, however, option
61 3 is better. Council Member Barker stated that it depends on the kids that are at the park.

62
63 Grava stated that there is an idea for a rustic playground in the park, which could be used for the older
64 children's climbing needs.

65
66 A water fountain will be installed in the area. Council discussed the shaded benches, with Grava stated that the
67 cost for shade coverings was very high. Council Member West stated that some businesses might want to
68 sponsor a playground if we could get the word out. Hanson stated that we are reaching out to different vendors
69 for a commercial grade shade structure. Council Member West suggested contacting the school district to see
70 which vendors they use for their equipment.

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72 Council agreed that the colors should be light. Grava stated that the color scheme can be decided at a later date.

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74 Grava displayed the color layout for the pickleball court and gave a quick update on the pickleball court
75 project.

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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
Council Member Scott Barker
Council Member Randy Ferlin
Parks and Recreation Director Carlos Grava
Public Works Director Jake Meibos
General Planner Tyler Seaman
City Manager Tom Hanson
City Recorder Amy Rodriguez

Others Present

Cheryl Parkinson, Steve and Sharae Nielsen, Zunyaid Zishan, Amy Miller, Chris Henefer, Jeremy Krause, Sherry Stevens

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 JULY 18, 2023, COUNCIL MEETING MINUTES

Items 5.1 and 5.2 were approved by general consent.

6. CITIZEN COMMENTS

Cheryl Parkinson stated that she is concerned about citizens in the city that may not have a cooling system available to them. She stated that there are two locations close to us that residents can go to to get out of the heat. She stated that it would be advantageous for us to remind residents that they can go to the Library, or the Civic/Senior Center to relieve themselves of the heat.

Chris Henefer asked what is the intent of Golden West Credit Union for the open lot on 5600 South and wanted to know if they are planning on putting high density housing. He commented that one of the lots on 5600 South and 150 East is used as a test track for ATV's and other vehicles. He stated that there are young children in that area and would like to let the sheriff's know that some residents are using the area recklessly.

Hanson stated that the property that Henefer is referring to is zoned for commercial.

Steve Nielson stated that he has questions on the ground coverage for Rohmer Park, noting that wood chips can cause splinters and rubber mulch is hard to put out if there is a fire. He is also concerned about the height of the towers, as children may be able to fall out or hit something on the way down. He stated

138 that rope materials deteriorate quicker than other materials.

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140 M.L. stated that he took a proactive approach to make sure that the City knows of the problems in his
141 neighborhood and wanted to make it safer. He stated that he wanted to clarify he is in support of the
142 people's survey and information gathered for the Council to be using to set their priorities and goals,
143 stating that the citizen's responses need to be transparent. He stated that he believes that it should be
144 one vote per household and one vote for business. He stated that outside of the city input should strictly be
145 for input.

146 He stated that the Council has an important decision to make on a contract tonight and wants to know why
147 certain contractors are given preference and are considered the only contractor to do the job due to past
148 performance, system knowledge, and so forth. He stated that the City needs to look at why certain
149 contractors are deemed indispensable and no one else can take the contract.

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151 **7. NEW BUSINESS**

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153 **7.1 DISCUSSION/MOTION: APPROVAL OF THE ROHMER PARK PLAYGROUND**
154 **DESIGN**

155 Hanson stated that the designs were discussed during the work session, noting that there were three
156 options to choose from. Hanson noted that the intent is that kids could have somewhere to play or
157 go while the families play pickleball. Hanson stated that eventually there will be a restroom and
158 bowery in the area. Hanson showed and explained the three design concepts to Council and the
159 audience. Hanson noted that the playgrounds were designed with children safety in mind.

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**Motion by Council Member Seal
Seconded by Council Member Barker
To approve the Rohmer Park playground
Design Option 2 as presented
Approved unanimously (5-0)**

170 **7.2 DISCUSSION/MOTION: TO APPROVE THE PURCHASE AND INSTALLATION**
171 **OF THE ROHMER PARK PLAYGROUND**

172 Grava stated that we need the commitment for option 2. He stated that the cost is estimates at
173 \$227452 for the playground, with insurance estimated at \$297 per year. He stated that the
174 warranty is for 20 years. Grava stated that the ground covering is soft fall and after estimates
175 that maintenance and reparations will most likely begin after 2 years, and will cost
176 around \$500-800. Grava stated that the funds for phase two have been approved in the budget
177 and is asking for approval of the playground installation.

178 Grava stated the soft fall is soft fiber and not wood chips and is engineered for safety. He stated
179 that we will have to follow the maximum depth safety standards. Grava stated that the way the structure
180 is engineered makes it harder for kids to climb out and fall. He stated some kids may find a way but
181 the designed was engineered for safety of the children.

182 Grava stated that the material of the rope is nylon and is engineered for outside. He stated that there are no
183 rope options on option two, except for a few on the spinner.

Hanson stated that Grava has worked to get other comparison pricings and we feel that we are getting
comparison pricing with Big T Recreation and allows us to us state contract vendors in keeping with our

184 purchasing policies.

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**Motion by Council Member West
Seconded by Council Member Christiansen
To approve the purchase and installation of the
Rohmer Park playground as discussed
Approved unanimously (5-0)**

192 **7.3 DISCUSSION/MOTION: APPROVAL TO EXTEND THE CONTRACT TO**
193 **WILKINSON OUTDOOR MAINTENANCE FOR LANDSCAPING AND GROUNDS**
194 **MAINTENANCE AGREEMENT**

195 Hanson stated that there was a concern made in citizen comments concerning opportunities for other
196 contractors to bid on the contract. Hanson stated that there is a limited number of contractors that can
197 handle a system like a city for contract work.

198 Hanson stated that he has learned that Wilkinson experience has been exceptional and responds to all of
199 the City needs and accomplishes very much at a competitive price.

200 Hanson stated that years ago the Mayor and Council gave an opportunity to a local vendor, and the city
201 suffered as a result. Wilkinson was brought on once again and has given exceptional experience and has
202 accomplished a lot at a competitive price. Hanson stated that we are trying to create the best value for our
203 city.

204

205 Meibos stated that the Wilkinson contract is up at the end of the year. Meibos stated that if it is not
206 approved, the time line will allow the city to go out for a Request for Bid, and allow Wilkinson to put in a
207 bid if warranted. Meibos stated that there are exceptions in our purchasing policy. He stated that there are
208 exceptions to our bidding policy in our purchasing policy. He stated that an extension may be granted
209 when it is determined that the benefits are in the best interest of the City. He stated that considerations
210 include but are not limited to institutional knowledge, value, cost savings, past performance, resource
211 conservation, and supply chain. Meibos stated that he has had lengthy meetings about the contract. Meibos
212 stated that Wilkinson's institutional knowledge that Chris has amassed over twenty years puts him over the
213 top, and that the City is very happy with the work that he has done.. He stated that the contract was
214 updated, to include a 3 percent increase yearly. He stated that staff felt comfortable forgoing the CPI rates.
215 Meibos stated that an addition was made to introduce zero-scaping and water conservation efforts. Meibos
216 stated that Wilkinson is willing to do extra for the City.

217

218 Mayor Allen stated that the contract went out to bid around 15 years ago and the contractor quit after three
219 months. He stated that Wilkinson was brought back on. The Mayor stated that Wilkinson has proven that
220 he has the institutional knowledge needed for the job. He stated that he has been working with Wilkinson
221 for 23 years.

222

223 Hanson stated that the automatic extension would be brought back to Council for ratification. Meibos
224 stated that Wilkinson provides equipment, sprinklers, fertilizer, weed spray, maintenance parts and
225 chemicals. He stated that if we need extra sprinklers or parts, the City may have to pay. Council Member
226 Barker stated that there are many costs that the public does not know about from year to year.

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228 Council Member Christiansen stated that she feels that the bidding process protects the city to ensure that
229 we are getting the best value. She stated that in her perspective it helps to see other bids. She stated that

230 she feels like it is a disservice not to go out to bid. She stated that she is not sure if it is in the best interest
231 of the city to go a long time without bidding the contract. Meibos stated that staff knows what is out there
232 and feels like they know what the contract entails. He stated that they considered giving someone an
233 opportunity and may get a lower cost, however, staff felt that they did not want to put the parks at risk
234 while someone learns the operations. He stated that we are comfortable with the increase and recommend
235 continuing with the contract.

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237 Hanson stated that there are considerable costs when companies participate in an RFP. He stated that it is
238 not fair to those companies if we did not have the intent to take a risk on a new company. Hanson stated
239 that if staff did not have historical perspective, and knowledge from other cities, and did not feel that we
240 are getting the best value from Wilkinson, staff would not be bringing this recommendation to Council.
241 Hanson stated that it is very costly to do this maintenance in house by using full time employees and
242 seasonal part time employees.

243
244 **Motion by Council Member Barker**
245 **Seconded by Council Member Ferlin**
246 **To approve the extension with**
247 **With Wilkinson Outdoor Maintenance**
248 **For landscaping and ground Maintenance**
249 **Approved unanimously (5-0)**

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251 **7.4 PRESENTATION/ACTION: DESIGN PROPOSAL FOR THE ADAMS AVENUE**
252 **PARCEL**

253 Hanson stated that the property is owned by the Redevelopment Agency. It is located behind the library
254 and is across the street from the water tower. Hanson stated that we have been trying to have the property
255 sold. Seaman stated that the property has been appraised and listed two years ago. He stated that he has
256 received a lot of interest. He stated that 95 percent of the interest is “mixed use” which is commercial with
257 residential on top. Seaman stated that there is a lot of push from the legislature for low to moderate
258 income. Seaman stated that the units will not be low to moderate income housing.

259 Seaman stated that we allow for infill properties to be legal non-conforming. He stated that he and Hanson
260 are looking to see if they should continue to work on “mixed use” or if Council would rather they strictly
261 field interest for commercial only.

262 Seaman stated that commercial buildings are struggling. He stated many of the smaller commercial
263 buildings across the street are vacant. Hanson stated that there is also vacancy at the medical building.

264 Hanson stated that there may be pressure on the market for leasing open space.

265 Hanson stated that building residential over commercial magnifies the taxable value for the city.

266
267 Seaman stated that the direction staff has been given is that this would have to be taken in as a
268 development agreement because we do not have a mixed use zone. Seaman stated that he agrees that he
269 does not want a ton of apartment units everywhere. He would like the control of a development agreement.
270 He does not want to change the zoning to multi use.

271
272 Seaman stated that they will need to see what is happening with the schools, and maybe put stipulations
273 that there is a senior community in that area. Hanson stated that any increment or incentive has not been
274 offered or requested. Hanson stated that the school district would benefit from the tax increments from a
275 multi-use stacked commercial building.

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Seaman introduced a concept from a developer. He stated that the mixed use would have the bottom level look commercial. He stated that 80 percent of the concept looks commercial, with residential on top. He stated that the concern is to keep the level of quality of the apartments on top. Seaman stated that the businesses would take ownership of the entire property and have their businesses on the bottom.

Hanson stated that this product is upper end and a high quality product. He stated that the intent is to have a high quality product in a good location. He stated that it shouldn't impact the neighborhood. It is shouldered with commercial and city buildings. Seaman stated that there needs to be a setback separation from the power lines. He stated that the parking lot is maintained by the library and the city. The person owning the building would have use of all the parking lot.

Seaman stated that the property behind the library will remain an open space and maintained by the library. Seaman clarified that the builders would inhabit the office space on the bottom and own the units above.

Hanson stated that we are looking for a quality product with commercial on the bottom and a quality residential on the top. He stated that staff does not want to make a decision today that would effect twenty years down the road. Council Member Barker stated that he would prefer that the units be condos. He stated that he feels that there is an advantage to have the business on the lower floor. Hanson stated that he wanted to be mindful of the process to get the project back to Council for consideration. Hanson stated that there were many requests for strictly residential. Hanson stated that he is not interested in that concept.

Seaman stated that he has asked the developer to do research on property taxes and how it would impact the area. Seaman stated that he has been inside these types of units. He stated that he and Hanson has met with Matt Dixon and the quality that it brings to the community.

Hanson stated that they are asking for action to help guide the discussions moving forward with this type of a product to be put on that property location only.

Council Member Seal stated that he has agreed with the plans that have been discussed so far. Council Member West stated that he agrees with Council Member Seal and that it should be in a development agreement and stay strong on not rezoning, as this type of use is not allowed in a C-2 zone. He feels that we should proceed on looking for the right product on that particular property.

**Motion by Council Member West
Seconded by Council Member Seal
Continue investigation of a development project in the existing
Property as discussed.
Motion amended: recommend staff look into a
Mixed use development project on the
Adams Avenue Property
Approved unanimously (5-0)**

Hanson stated that this product will be a net-benefit to the City.

8. COUNCIL COMMUNICATION WITH STAFF

322 Council Member Seal congratulated the maintenance crew who put the concrete access walkway at
323 Wright Park .

324 He stated that the Mosquito Abatement Board has used 20 percent more chemicals this year than
325 they ever have before, He stated that there has been one West Nile case in Utah.

326 Council Member Seal stated that there is a huge for sale sign blocking the site triangle on Adams
327 Ave. Seaman stated that he is about to tear down the green sign as a hazard.

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329 Council Member Christiansen stated that it is important to disseminate the results of the survey to
330 all residents. She would like for it to be available to residents who do not have computer access.

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332 Council Member West stated that we have to make sure that the comments in surveys are separated
333 by residents and non-residents. He stated that this concern was brought up with the survey group
334 and the concerns will be addressed in the upcoming meeting.

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336 Council Member West noted that there is a small walkway on 5450 S 150 S that kids use as a
337 shortcut for school. He stated that it is very overgrown and wanted to know if the City owns it or
338 who is responsible to maintain. Meibos stated that he will look into who owns the property.
339 Hanson stated that we may be able to get this resolved before kids walk to school

340
341 Council Member Barker stated that Ms. Parkinson brought up the possibilities of the library to be
342 used as a cooling station, but wondered if the Senior Center would be open. Hanson stated that it
343 was discussed last year and it was found that the Senior Center or City Hall did not have a great
344 location to put people in. He stated that we do not have a great way to welcome them or keep them
345 comfortable, but he will check with the Senior Center facilitator and see how it would interlace
346 with the activities that are occurring with the seniors. Hanson stated that he would get information
347 out to residents so that they are aware that the Library is a location that is open to get out of the
348 heat. Council Member Barker stated that we need to get information out concerning the Library.
349 Hanson stated that the Library is an approved cooling station and has the capacity to welcome
350 residents.

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352 Council Member Barker asked if the property on Adams Ave. that was approved to be a medical
353 facility has been sold. Seaman stated that it has and is zoned for commercial. Seaman stated that if
354 someone wants to put in residential it would be hard to do.

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356 Council Member Ferlin stated that everyone is doing a great job and appreciates all the efforts by
357 everyone.

358 Mayor Allen shared that he received a phone call from a gentleman who wanted the Mayor to thank
359 Tyler Seaman for his professional help on an issue and stated that he did a great job.

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362 **9. ADMINISTRATION REPORTS**

363 Hanson stated that staff has been discussing options on trip hazards and new hazards. Hanson stated that
364 trip hazards that are due to tree roots, the City repairs them and leaves a note to the owners that they will
365 need to repair the hazard if it happens again.

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367 Hanson stated that all the fleet in the program this year has been sold.

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Hanson stated that the City has started an Employee Referral Program to help recruit employees.
Hanson noted that we have a new employee in the Utility Billing Department. He stated that there is an opening in Public Works.

Hanson stated that he and Council Members West and Barker will be working with Red Pepper on the survey process and how we can get people who are not comfortable with computers to be able to take part in the surveys. Council Member West stated that he welcomes ideas on how to secure and make this accessible to as many as possible.

10. UPCOMING EVENTS

- August 31st: Planning Commission Meeting (tentative)
- September 4th: City offices closed for Labor Day
- September 5th: City Council Meeting 6:00 p.m.
- September 6-8: Utah League of Cities and Towns Convention – Salt Lake City
- September 19th: City Council Meeting 6:00 p.m.

11 MOTION: ADJOURN INTO CLOSED SESSION

**Motion by Council Member Barker
 Seconded by Council Member West
 To adjourn into closed session
 Approved unanimously (5-0)
 Roll Call Vote Taken
 Time: 7:52 p.m.**

Mayor and Council adjourned into closed session to discuss:

- o Strategy session to discuss pending or reasonably imminent litigation

12 ADJOURN THE MEETING: MAYOR ALLEN

**Motion by Council Member Christiansen
 Seconded by Council Member Barker
 To adjourn the meeting
 Approved unanimously (5-0)
 Time: 8:22 p.m.**

Mayor and Council adjourned and convened into a Redevelopment Agency Meeting.

Date Approved

City Recorder

City Council Staff Report



Author: Administration dept

Subject: Chief Building Inspector/Planning position changes

Date: 9/5/23

Type of Item: Motion

Summary Recommendation: Motion to approve the changes to the Full Time Chief Building Inspector/General Planner position and create two part time positions.

Description:

- A. **Topic:** To finalize the dissolution of the Full Time Chief Building Official/Planner position to create two part time positions made up of the Chief Building Official/Planner and a Code Enforcement Officer.
- B. **Background:** In June of 2023, Council approved the creation of a part time code enforcement officer position to focus on code challenges within the city. It was discussed that the budget for this position would be shared within the approved budget for the Full Time Chief Building Official (CBO)/Planner Position. The full time position historically was comprised of Building Official, Planner, Community Development, and Code Enforcement duties. With the code enforcement duties assigned elsewhere, it was determined that the remaining duties could be accomplished as needed, and on a part time basis. The city has been successful in their recruitment of the position, and would like to formalize the split in duties within the Building and Planning Department.
- C. **Analysis:** The CBO position has been operating as a part time position for 18 months and it has proven difficult to recruit a replacement. With this consideration in mind, staff would like to dissolve the full time position, and formally create a part time position for Building and Planning duties. This position will not have any benefits and will be “up to” 30 hours per week.

The creation of the part time code enforcement position will allow the CBO/Planner to use their capacity for building and land use issues. The part time code enforcement officer will work 20 hours a week and will have vacation, sick leave, holiday and URS benefits.

- D. **Fiscal Impact:** Please see the enclosed chart illustrating the Total Compensation Value (TCV) budget changes. By eliminating the full time benefits, decreasing hours, and splitting the position into two part time positions, the fiscal impact is a **lowering** of \$ 32,278.

Staff would like to keep the surplus amount within the approved budget for the potential of a mediation program, and to have funds available for possible professional/technical support for code, building, and community development issues.

- E. **Department Review:** HR, City Manager, Finance Director

BUILDING AND PLANNING DEPARTMENT BUDGET CHANGES

The following is a breakdown of the changes to the compensation budget resulting in a lowering of the approved FY 24 budget for the Building/Planning Department

CURRENT	
	CBO/PLANNER (FT)
WAGE	\$ 98,988.00
BENEFITS	\$ 51,939.00
TOTAL	\$ 150,927.00
TCV	\$ 150,927.00

PROPOSED	
CBO/PLANNER (PT)	CODE ENFORCEMENT (PT)
\$ 74,240.00	\$ 27,809.00
\$ 8,273.00	\$ 8,327.00
\$ 82,513.00	\$ 36,136.00
\$ 118,649.00	

Budget lowering of \$32,278

City of
WASHINGTON TERRACE
Utah

City of Washington Terrace
Redevelopment Agency Meeting
Tuesday, September 5, 2023
following the Regular City Council Meeting
City Hall Council Chambers
5249 South 400 East, Washington Terrace City

1. **ROLL CALL**

2. **INTRODUCTION OF GUESTS**

3. **CONSENT ITEMS**

Any point of order or issue regarding items on the Agenda or the order of the agenda need to be addressed here prior to the approval of the agenda.

3.1 **APPROVAL OF AGENDA**

3.2 **APPROVAL OF MEETING MINUTES FROM AUGUST 15, 2023**

4. **MOTION: ADJOURN INTO CLOSED SESSION**

- To discuss the character, professional competence, or physical or mental health of an individual.
- Strategy session to discuss pending or reasonably imminent litigation
- Discussion regarding deployment of security personnel, devices, or systems
- Strategy sessions to discuss the purchase, exchange, or lease of real property when public discussion of the transaction would disclose the appraisal or estimate value of the property under consideration or prevent the public body from completing the transaction on the best possible terms.

5. **ADJOURNMENT OF MEETING: CHAIR ALLEN**

In compliance with the Americans with Disabilities Act, persons who have need of special accommodation should contact the City Recorder at 801-395-8283.

CERTIFICATE OF
POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted on the Utah Public Notice Website www.utah.gov/pmn/index, the City Website www.washingtonterracecity.com, and City Hall located at 5249 S 400 East, Washington Terrace. Amy Rodriguez, City Recorder.

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City of Washington Terrace
Minutes of a Redevelopment Meeting
Held on August 15, 2023
Following the Regular City Council Meeting
City Hall, 5249 South 400 East, Washington Terrace City,
Weber County, Utah

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BOARD MEMBERS AND STAFF MEMBERS PRESENT

Chair Mark C. Allen
Vice Chair Jeff West
Board Member F. Carey Seal
Board Member Jill Christiansen
Board Member Scott Barker
Board Member Randy Ferlin
City Recorder Amy Rodriguez
City Manager Tom Hanson

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1. **ROLL CALL**

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2. **INTRODUCTION OF GUESTS**

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3. **CONSENT ITEMS**

3.1 **APPROVAL OF AGENDA**

Item 4.1 has been removed from the agenda.

3.2 **APPROVAL OF MEETING MINUTES FROM JULY 18, 2023**

Items 3.1 and 3.2 were approved by general consent.

4 **NEW BUSINESS**

4.1 **PRESENTATION: UPDATE ON THE GOLDENWEST CREDIT UNION
NEW ADMINISTRATIVE BUILDING AND CONSTRUCTION**

5 **MOTION: ADJOURN INTO CLOSED SESSION**

Motion by Board Member Barker
Seconded by Board Member Christiansen
To adjourn into a closed session
Approved unanimously (5-0)
Roll Call Vote
Time: 8:25 p.m.

The Chair and Board members adjourned into a closed meeting to discuss:

- **Strategy sessions to discuss the purchase, exchange, or lease of real property when public discussion of the transaction would disclose the**

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**appraisal or estimate value of the property under consideration or prevent
the public body from completing the transaction on the best possible terms.**

6. ADJOURNMENT OF MEETING: CHAIR ALLEN

**Motion by Board Member Barker
Seconded by Board Member West
To adjourn the meeting
Approved unanimously (5-0)
Time: 8:53 p.m.**

Date Approved

City Recorder