

# City of Washington Terrace

## Minutes of a Regular City Council meeting

Held on July 1, 2025

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  
Council Member Michael Thomas  
Public Works Director Jake Meibos  
City Recorder Amy Rodriguez  
City Manager Tom Hanson  
Lt. Sean Endsley, Weber County Sheriff Office

### **OTHERS PRESENT:**

#### **1. ROLL CALL**

6:00 P.M.

#### **2. PLEDGE OF ALLEGIANCE**

#### **3. WELCOME**

#### **4. CONSENT ITEMS**

##### **4.1 APPROVAL OF AGENDA AND JUNE 17, 2025, COUNCIL MEETING**

Item 4.1 was approved by general consent.

#### **5. CITIZEN COMMENTS**

There were no citizen comments.

#### **6. NEW BUSINESS**

##### **6.1 DISCUSSION/MOTION: APPROVAL OF CONSTRUCTION CONTRACT FOR THE PICKLEBALL PHASE THREE PROJECT**

Meibos stated that the sealed bids for the project were opened last week. He stated that MSCI submitted the low bid. Meibos explained that Phase 3 consists of the restroom facility, play area, large boulders, slack lines, and shaded seating areas.

Meibos stated that the project has received \$500,000 from RAMP grant funding, with a city match of \$391,937, for a total budget of \$891,937 for the project.

Meibos stated that there were three bids. He stated that the bid amount came in lower than the engineer's estimate. Meibos stated that he is confident that the project can be completed with the amount that MSCI bid. Meibos stated that the project will come in under budget. He stated that this gives the option to add options from Phase 4 if we chose so that we can maximize the \$500,000 funding from the RAMP grant. Mayor Allen asked if we could use the extra money for adding more lights to the park and up the hill to the ball field. He stated that the lights stop at a certain point and it is very dark in that area. Meibos stated that it was possible, but he would have to review the electricity inputs. Council Member Thomas suggested adding flock cameras to some of the light poles. Council Member West inquired how far we can expand the project past the scope listed in Phase 3. Hanson stated that we want to be mindful of the geographic location of the project area applied for under the RAMP grant. Hanson stated that the playground equipment has been ordered. Mayor Allen stated that the contract is to be awarded to Merrill Sheriff Construction Inc. (MSCI ) for the contract amount of \$224,255.

**Motion by Council Member West  
Seconded by Council Member Thomas  
To approve the Construction Contract for the Pickleball  
Phase 3 Project as discussed  
Approved unanimously (5-0)**

**6.2 MOTION/RESOLUTION 25-15 :APPROVAL OF CONTRACT FOR PLAN  
REVIEW/INSPECTION AND BUILDING INSPECTOR SERVICES**

Hanson stated that we have been working with Tyler Seaman as a part time employee in the capacity of Building Inspections for several years after he left the city from a full-time position.

Hanson stated that staff recommends contracting with Seaman's Company, Beacon Code. Hanson stated that contracting would expand our ability to respond more efficiently to inspections and be more flexible to who would be able to do inspections. Hanson stated that Seaman has been working for many years as a contractor with several cities throughout the area. Hanson stated that Seaman has worked very well for the city in the part-time position, but as our needs expand and contract, staff feels that it would be in our best interest to contract with Seaman as a contractor instead of an employee.

He stated that his company is a proven source for Building Official Services. He stated that Seaman also works with Hanson on Community Development, Business Licenses, and Code Enforcement.

Hanson stated that the contract amount is very reasonable and is in line with other firms in the industry. Hanson stated that the contract amount will be paid per hour. He stated that it is not individualized projects that would be billed.

Mayor Allen stated that he would like to see Seaman continue as part of the executive team, as he has been a valuable member of our team for many years and has done a great job.

Council Member Parkinson asked what the advantage is for contracting. She stated that we typically like to hire this position as salary. She asked if this would be financially sound to the city. She noted that there is an advantage to having more than one inspector working with the residents of the city and responding to calls. Hanson stated that Seaman is currently an hourly paid employee.

Council Member Parkinson stated that she can see the benefits of the insurance moving to his company rather than the city. Council Member Parkinson asked if there was a minimum amount of time that he can charge. She asked how he will keep track of his time. Hanson stated that he receives a summary of how Seaman spends his time, along with the hours worked. Hanson stated that he has trust and confidence in

Seaman's ethics. Hanson stated that he feels that this will not be a financial burden to the city more than the position currently costs.

Council Member Zishan stated that Seaman does a great job for the city and is happy to give small businesses a chance. He stated that he believes in Seaman's work and ethics. He stated that he is concerned that we did not go out to bid for this contract. Council Member Zishan stated that he is more than happy to give Seaman the contract but asked if we need to look around more to keep our hands clean ethically speaking.

Hanson stated that our policy allows him to make a recommendation for service providers. Hanson stated that Seaman has worked with our administrative team with much more diverse projects than just building inspection. He stated that he has the background and knowledge to provide more than other companies would be able to offer. Hanson stated that he feels that it is in the best interest of the city to have Beacon provide the services, stating that he is a known entity that we can rely on.

Council Member Zishan stated that he just wanted to make sure that residents understand the reasoning behind the contract approval and to know that we are not just awarding the contract because we know him and he has worked with us.

Council Member Parkinson stated that she appreciates that direct selection of providers is allowed to be awarded without having to go out to competitive bid if it is shown that it is in the best interest of the city.

Hanson stated that Seaman has consistently performed and exceeded the limits required by new legislation. Hanson stated that the city does not provide any funding for training or continue training.

Council Member Christiansen stated that there is a scarcity of building officials. She asked how the level of licensures among his employees will work out. Hanson stated that with Seaman being an active lead in the company, his licensure covers what is required. Hanson stated that if an inspector does not have a specific license for a job, Seaman would be able to provide the inspection, or delegate to another employee who is licensed for the job.

Hanson stated that the company will be able to take phone calls for the city and provide customer service. Hanson stated that he received a letter from a resident complimenting our employee in the building department. Hanson stated that it was a nice reflection to see the level of customer service that his employees provide.

Council Member Parkinson stated that she appreciates the proposal noting that they will keep all licenses current. Hanson stated that documents and records are property of the city, with the company having logins to our system. We store and house the records. Hanson stated that we need to have the documents available to us.

Mayor Allen stated that Seaman has been a great member of our team and would like to see him continue helping our community.

**Motion by Council Member West  
Seconded by Council Member Thomas  
To approve Resolution 25-15 for  
Approval of the contract to Beacon Code  
Approved Unanimously (5-0)  
Roll Call Vote**

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139 **6.3 DISCUSSION/MOTION: APPROVAL OF DISSOLUTION OF CHIEF BUILDING**  
140 **INSPECTOR/PLANNING POSITION**  
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144 **Motion by Council Member Parkinson**  
145 **Seconded by Council Member Christiansen**  
146 **To approve the dissolution of Chief Building Inspector/Planning Position**  
147 **Approved unanimously (5-0)**  
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149 **7. COUNCIL COMMUNICATION WITH STAFF**  
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151 Council Member Parkinson stated that she and Council Members West and Thomas went on the Weber  
152 Basin Conservancy water tour. She stated that we have a lot of blithe within the city concerning lawn care.  
153 She stated that several residents have approached her concerned about the yards within the city. She stated  
154 that some residents might not be watering and claiming that they are conserving water. She stated that  
155 residents have concerns with water metering. Council Member Parkinson stated that she would like to  
156 know how that is being handled. Hanson stated that the water allotments on the yards is sufficient to keep  
157 up the appearance of yards through watering. Hanson stated that there currently are no water restrictions.  
158 Hanson stated that the code enforcement inspector works diligently on the cases. Hanson admits that  
159 watering is a challenge each year.  
160

161 Council Member Zishan thanked Hanson for his worked with a concerned resident who wanted a street  
162 closed down because he felt it was too dangerous. Hanson stated that he spoke with the resident about  
163 putting out children at play signs. Hanson stated that the resident stated that he has only seen one deputy  
164 and one vehicle pulling over a vehicle in the four years that he has lived there.  
165 Hanson stated that in the last four years, there have been 990 stops with 612 citations on 4700 South.  
166 Hanson stated that if we shut down a street, the city would have to look at shutting down other streets  
167 within the city that have speed issues.  
168

169 Mayor Allen stated that there is a speed sign on Ridgeline that was put in the incorrect location to begin  
170 with. He stated that the trees have grown in front of it and there is a small window to see the speed sign.  
171 Meibos stated that he will take a look at the location and speak with the HOA president to see if trees can  
172 be trimmed or if we need to move the signs.  
173

174 **8. ADMINISTRATION REPORTS**

175 Hanson stated that the "MyWater" platform is going live as of today. Hanson stated that the information  
176 will be sent out in the newsletter as well as other outlets.  
177

178 Hanson stated that the utility rate increase will be included in the utility bill this month. He stated that it is  
179 helpful to explaining why there are increases.  
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182 **9. UPCOMING EVENTS**

183 July 4<sup>th</sup>: City Offices Closed for Independence Day

184 July 15<sup>th</sup>: City Council Meeting (6:00p.m.) – work session at 5:00 p.m.

185 July 24<sup>th</sup>: City Offices Closed for Observance of Pioneer Day

**10. ADJOURN INTO REDEVELOPMENT AGENCY MEETING**

**Motion by Council Member Parkinson  
Seconded by Council Member West  
To adjourn into an RDA meeting  
Approved unanimously (5-0)  
Time: 6:57 p.m.**

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

**Motion by Council Member Christiansen  
Seconded by Council Member Thoams  
To adjourn into a closed session  
Approved unanimously (5-0)  
Roll Call Vote  
Time: 7:00 p.m.**

Council Adjourned into a closed session to discuss:

- To discuss the character, professional competence, or physical or mental health of an individual.

**12. ADJOURN MEETING**

**Motion by Council Member Christiansen  
Seconded by Council Member Zishan  
To adjourn the closed session and regular meeting  
Approved unanimously (5-0)  
Time : 8:23 p.m.**