

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 Pa

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

15. APPROVAL OF AGENDA AND JUNE 15, 2025, COUNCIL MEETING

4.1 APPROVAL OF AGENDA AND JOURNAL

5 CITIZEN COMMENTS

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.

46 Meibos stated that there were three bids. He stated that the bid amount came in lower than the engineer's
47 estimate. Meibos stated that he is confident that the project can be completed with the amount that MSCI
48 bid. Meibos stated that the project will come in under budget. He stated that this gives the option to add
49 options from Phase 4 if we chose so that we can maximize the \$500,000 funding from the RAMP grant.
50 Mayor Allen asked if we could use the extra money for adding more lights to the park and up the hill to the
51 ball field. He stated that the lights stop at a certain point and it is very dark in that area. Meibos stated that
52 it was possible, but he would have to review the electricity inputs. Council Member Thomas suggested
53 adding flock cameras to some of the light poles. Council Member West inquired how far we can expand
54 the project past the scope listed in Phase 3. Hanson stated that we want to be mindful of the geographic
55 location of the project area applied for under the RAMP grant. Hanson stated that the playground
56 equipment has been ordered. Mayor Allen stated that the contract is to be awarded to Merrill Sheriff
57 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

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

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

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

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

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

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

88 Council Member Parkinson stated that she can see the benefits of the insurance moving to his company
89 rather than the city. Council Member Parkinson asked if there was a minimum amount of time that he can
90 charge. She asked how he will keep track of his time. Hanson stated that he receives a summary of how
91 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**

6.3 DISCUSSION/MOTION: APPROVAL OF DISSOLUTION OF CHIEF BUILDING INSPECTOR/PLANNING POSITION

**Motion by Council Member Parkinson
Seconded by Council Member Christiansen
To approve the dissolution of Chief Building Inspector/Planning Position
Approved unanimously (5-0)**

7. COUNCIL COMMUNICATION WITH STAFF

Council Member Parkinson stated that she and Council Members West and Thomas went on the Weber Basin Conservancy water tour. She stated that we have a lot of blithe within the city concerning lawn care. She stated that several residents have approached her concerned about the yards within the city. She stated that some residents might not be watering and claiming that they are conserving water. She stated that residents have concerns with water metering. Council Member Parkinson stated that she would like to know how that is being handled. Hanson stated that the water allotments on the yards is sufficient to keep up the appearance of yards through watering. Hanson stated that there currently are no water restrictions. Hanson stated that the code enforcement inspector works diligently on the cases. Hanson admits that watering is a challenge each year.

Council Member Zishan thanked Hanson for his work with a concerned resident who wanted a street closed down because he felt it was too dangerous. Hanson stated that he spoke with the resident about putting out children at play signs. Hanson stated that the resident stated that he has only seen one deputy and one vehicle pulling over a vehicle in the four years that he has lived there.

Hanson stated that in the last four years, there have been 990 stops with 612 citations on 4700 South. Hanson stated that if we shut down a street, the city would have to look at shutting down other streets within the city that have speed issues.

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

8. ADMINISTRATION REPORTS

Hanson stated that the “MyWater” platform is going live as of today. Hanson stated that the information will be sent out in the newsletter as well as other outlets.

Hanson stated that the utility rate increase will be included in the utility bill this month. He stated that it is helpful to explaining why there are increases.

9. UPCOMING EVENTS

July 4th: City Offices Closed for Independence Day

July 15th: City Council Meeting (6:00p.m.) – work session at 5:00 p.m.

July 24th : City Offices Closed for Observance of Pioneer Day

186 July 31st : Planning Commission Meeting (Tentative)
187

188 **10. ADJOURN INTO REDEVELOPMENT AGENCY MEETING**

189
190 **Motion by Council Member Parkinson**
191 **Seconded by Council Member West**
192 **To adjourn into an RDA meeting**
193 **Approved unanimously (5-0)**
194 **Time: 6:57 p.m.**
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196 **11. MOTION: ADJOURN INTO CLOSED SESSION**

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198 **Motion by Council Member Christiansen**
199 **Seconded by Council Member Thoams**
200 **To adjourn into a closed session**
201 **Approved unanimously (5-0)**
202 **Roll Call Vote**
203 **Time: 7:00 p.m.**
204

203 Council Adjourned into a closed session to discuss:

205 ○ To discuss the character, professional competence, or physical or mental health of an
206 individual.

207
208 **12. ADJOURN MEETING**
209
210 **Motion by Council Member Christiansen**
211 **Seconded by Council Member Zishan**
212 **To adjourn the closed session and regular meeting**
213 **Approved unanimously (5-0)**
214 **Time : 8:23 p.m.**
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