

City of Washington Terrace

Minutes of a Regular City Council meeting

Held on September 2, 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
GIS/ Storm Water Manager Tanon Mathews
City Recorder Amy Rodriguez
City Manager Tom Hanson

OTHERS PRESENT:

None

1. WORK SESSION

5:00 P.M.

Topic to include, but not limited to:

- Washington Terrace Active Transportation Plan

Hanson stated that he, Riverdale, and South Ogden, have been working on the tri-city transportation master plan for several years. He stated that the plan includes survey information concerning active transportation. Hanson stated that he recognizes that there are barriers and challenges to alternate transportation routes.

Hanson explained the recommended facility types. He noted that there are challenging streets within the city that make it hard to park. Hanson stated that there are some areas within the city that are low risk streets and comfortable for people to ride bicycles on. Hanson stated that a shared paved path between the cities have been studied.

Hanson stated that he reviewed heat map surveys with Mathews on streets that have the most bike traffic. He showed bike path options to Council. Hanson stated that curb and gutter locations will not be moved. It was suggested that signs could be posted to show where the bike routes are located. Hanson stated that several intersections have been reviewed for safe sight lines and curvature. Hanson stated that he does not know South Ogden's plan for a crossover between South Ogden and Washington Terrace.

Hanson noted that this version of the plan is not set in stone. It is a working document.

Hanson stated that he would like to see a trail linking Rohmer Park to the nature park train in South Ogden. He stated that there is a section of land that is not owned by the city.

45 Council Member Thomas stated that there is a challenge with striping on 500 West due to more traffic, along
46 with parking issues. He stated that signs might work as a better option to striping for a designated bike lane.
47 Hanson asked if Council was comfortable with this master plan. Council Member Christiansen asked for
48 clarification on the city bike route as opposed to a regular city road. Hanson stated that signage might recognize
49 the routes as more favorable for cyclists. Hanson stated that we would put the routes on social media as routes
50 that make sense. He stated that it wouldn't change the routes as much, except for some signage designating
51 them as preferred bike routes. The routes take into account traffic signs, traffic, elevation and other bike
52 friendly factors.

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54 Council Member Thomas asked about the four way stop by the Junior High, inquiring what part of the area
55 belongs to the city. Hanson stated that the seminary is inside Washington Terrace, along with the south side of
56 the road, which is around 200 feet. He stated that South Ogden Junior High has been annexed into South
57 Ogden City.

58
59 Hanson stated that the striping quotes have been included in the packet. He stated that this topic will be
60 revisited during budget season to determine the priority of the active transportation plan to include the striping.
61 Hanson stated that the striping on 300 West has already been included in budget, however, the other streets
62 have not been included into the streets budget.

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64 Council Member Parkinson asked if Hanson is still working with Riverdale and South Ogden on the
65 transportation plan or is the city on its own. Hanson stated that he would like to meet and work with them to
66 explain our plan and see if it works for them and their plans. He stated that he has spoken with the City
67 Managers in passing about our plans and ideas. He stated that the talks will be informal at first.

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

94 Mayor Mark C. Allen
95 Council Member Jill Christiansen
96 Council Member Zunayid Z. Zishan
97 Council Member Cheryl Parkinson
98 Council Member Jeff West
99 Council Member Michael Thomas
100 Code Enforcement Officer Martin Nish
101 City Recorder Amy Rodriguez
102 City Manager Tom Hanson
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104 **OTHERS PRESENT:**

105 None
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107 **2. ROLL CALL**

6:00 P.M.

109 **3. PLEDGE OF ALLEGIANCE**
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111 **4. WELCOME**
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113 **5. CONSENT ITEMS**

114 **5.1 APPROVAL OF AGENDA AND AUGUST 19, 2025, COUNCIL MEETING**

115 Item 5.1 approved by general consent.
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117 **6. CITIZEN COMMENTS**

118 There were no citizen comments.
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120 **7. NEW BUSINESS**

121 **6.1 PRESENTATION: CODE ENFORCEMENT UPDATE**

122 Hanson stated that Nish has been putting in a lot of effort into Code Enforcement. He stated that it is a
123 thankless job. He stated that Nish has been achieving success in certain areas in the city. Hanson stated
124 that it is a tough job, and Nish does an excellent job in helping make the city an enjoyable environment in
125 which to live. Mayor Allen stated that he agrees with Hanson, noting that there has been improvement over
126 the last two years on properties that he has noticed have challenges throughout the year.

127 Nish presented to Council, noting that many of the residents have really stepped up and took care of their
128 properties. Nish displayed several maps showing the referral breakdown as to where complaints may be
129 coming from. He stated that he completes drive throughs, receives calls, emails, and online referrals. Nish
130 displayed a heat map of areas that have many violations, and the type of violations that he responds to.
131 Nish noted many calls are landscape calls, parking calls, junk and debris, and miscellaneous types of calls.
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133 Nish stated that safety of the city residents is one of his main goals. He stated that 97 percent of his calls
134 have been taken care of before the case is turned over to the City Prosecutor.

135 Mayor Allen asked for Nish to send copies of the notices to the Council so that they can all be aware of the
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136 notices that are being sent out to residents.

137
138 Nish stated that he has handled over 275 complaints through the third week of August, 2025. He stated that
139 five cases have been sent to court, noting that the vast majority have complied.

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141 Nish stated that there have only been a few residents who have applied for the Urban Chicken Permit. He
142 stated that several have applied, but their backyard lot size did not support the mews. Nish stated that there
143 have been three chicken complaints, noting that two of the residents got rid of their chickens, and one
144 complaint is still pending.

145
146 Nish stated that there is an ordinance being reviewed concerning administrative functions to help make the
147 code enforcement process easier.

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149 Nish displayed several Before/After photos.

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151 Council Member Zishan stated that the presentation and work is wonderful and asked why there is a
152 preference for concrete and asphalt instead of gravel for soft parking. Mayor Allen stated that there have
153 been many issues in the past concerning weeds growing through gravel.

154 Council Member West stated that there are several dead trees on 500 West and asked when they will be cut
155 down. Nish stated that he has addressed the dead tree issues with the property owners or renters. He stated
156 that the majority of the trees will be cut down. Nish stated that there have been a few difficulties with
157 contacting some of the landlords, however, he stated that he has had good luck for the most part.

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159 Council Member Christiansen stated that there have been concerns that commercial properties are not
160 receiving the same resources as residential. Nish stated that he follows the same process with commercial
161 properties and is working with them. He stated that the commercial business owners have been responding
162 to his requests.

163 Council Member West asked Nish if the small, vacant, billboard on 5700 South to Adams Avenue can be
164 removed to improve the sightline.

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167 **6.2 DISCUSSION/MOTION: FORMAL APPROVAL OF PICKLEBALL PLAZA (PHASE**
168 **3) CHANGE ORDER**

169 Mayor Allen stated that the additions to the project were approved at the last Council Meeting.

170 Hanson explained that the \$290,521 encumbrance shown on the report are things that the City is buying
171 for the park specifically (playground, bathroom, benches, etc).

172 The change order includes the following additions:

173 \$187,640 for the trail system, Sidewalk and gutter improvements, and the rock retaining wall.

174 \$12,210 for rock, tree wells and irrigation.

175 Hanson stated that the sprinkler system to be completed by Chris Wilkinson.

176 Hanson stated that staff feels that this is an appropriate change order amount.

177 Council Member West stated that the area is looking good. Hanson stated that the boulders will be put in
178 on Thursday.

179 Hanson stated that staff is asking for approval of the change order for Rohmer Park Phase 3 as presented in
180 the packet.

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**Motion by Council Member Christiansen
Seconded by Council Member Parkinson
To approve the change order for the Phase 3
RAMP Pickleball Plaza Project
Approved unanimously (5-0)**

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8. COUNCIL COMMUNICATION WITH STAFF

192 Council Member Parkinson stated that there are concerns about large open pits on the construction on
193 5350 South. She stated that the only thing blocking the pits was yellow tape. She stated that she was told
194 that some of the workers were bailing out the holes filled with rainwater. She stated that she expressed her
195 concerns to Hanson regarding safety and safety of construction sites in residential areas.

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197 Council Member West commented that it was great to see the Adams Avenue Project on 5580 beginning.
198 He asked if there was any update on the storage unit project. Hanson stated that there has been no
199 movement.

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201 Council Member Thomas asked how residents can get access to the backside of Roosevelt, as the gates are
202 locked. He stated that some of the older residents would like to walk the track and enter from the back
203 side. Mayor Allen stated that he believes that the school district keeps the gates locked after hours for
204 security. Mayor Allen stated that the property does not belong to the city and recommends calling the
205 district.

206 Council Member Thomas asked if the city is taking advantage of the beer sales tax. Hanson stated that the
207 funds go directly to the Sheriff office, and we receive a reduction on our contract.

208
209 Mayor Allen stated that the garbage pick up will be delayed a day due to the holiday.

210
211 Mayor Allen stated that the lawn at Rohmer Park is gorgeous and greener that he has seen for a long time.
212 He noted that there are signs that there is no cardboard sledding, or ice blocking, and asked if Grava could
213 put out yard signs so that people can see the signs. Council Member Parkinson suggested having the
214 coaches speak to the families concerning sledding on the hill. Hanson stated that it is an area that we have
215 problems with and discourages any type of cardboard or ice sledding down the green grass. Council
216 Member West suggested adding color to the signs, so they stand out and catch people's attention.

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218 Council Member West thanked Hanson for his "week in review" emails to keep Council informed.

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9. ADMINISTRATION REPORTS

222 Hanson stated that he will follow up with the contractor concerning the construction site hazard.

223 Hanson stated that the Mayor has been chosen to present at the Utah League of Cities and Towns on how
224 to run effective meetings.

225 Hanson stated that the Red Cross and United Methodist Church will be meeting for inspections on using
226 the Church as a primary evacuation facility. Hanson noted that it is Emergency Preparedness month.

227 Hanson stated that several faith-based churches have reached out to help with Emergency Preparedness.
228 Hanson stated that the Emergency Preparedness Open House will be held on October 2, 2025 at the fire
229 station.
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231 **10. UPCOMING EVENTS**

232 September 16th: City Council Meeting 6:00 p.m.
233 September 25th Planning Commission meeting (tentative)
234 October 1-2: ULCT Conference
235 October 2nd: City Emergency Preparedness Open House 6:00-8:00 p.m. (Fire Station)
236 October 7th: City Council Meeting 6:00 p.m.
237 October 21st: City Council Meeting 6:00 p.m.
238 October 30th: Planning Commission Meeting (tentative)
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240 **11. ADJOURN MEETING**

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242 **Motion by Council Member Thomas**
243 **Seconded by Council Member Christiansen**
244 **To adjourn the meeting**
245 **Approved unanimously (5-0)**
246 **Time: 6:58 p.m.**
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248 **12. ADJOURN INTO REDEVELOPMENT AGENCY MEETING**

249 The RDA Meeting began immediately following the regular meeting
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Date Approved

City Recorder