

City of Washington Terrace

Minutes of a Regular City Council meeting

Held on September 16, 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
City Recorder Amy Rodriguez
City Manager Tom Hanson
Lt Sean Endsley, Weber County Sheriff Dept.

OTHERS PRESENT:

Mike Lawrence, Anna Davidson

1. ROLL CALL

6:00 P.M.

2. PLEDGE OF ALLEGIANCE

3. WELCOME

4. CONSENT ITEMS

4.1 APPROVAL OF AGENDA AND SEPTEMBER 2, 2025, COUNCIL MEETING

Item 4.1 was approved by general consent.

5. SPECIAL ORDER

5.1 PUBLIC HEARING: FISCAL YEAR 2025-26 BUDGET AMENDMENT

Hanson stated that part of the adjustment is to transfer funds from the Building/Inspection Department to professional and technical to cover the Beacon Contract Services. He stated that the adjustments are housekeeping roll over amounts from capital projects from last year.

Council Member Parkinson stated that some of the rollover amounts are earmarked for specific projects that are on-going. Hanson stated that they are ongoing projects or projects that are funded for a specific project at another time.

Mayor Allen opened the public hearing at 6:08 p.m.

There were no citizen comments.

Mayor Allen closed the public hearing at 6:09 p.m.

46 **6. CITIZEN COMMENTS**

47 There were no citizen comments.
48

49 **7. NEW BUSINESS**

50 **7.1 MOTION/RESOLUTION 25-19: A RESOLUTION AMENDING THE FISCAL YEAR**
51 **2025-2026 BUDGET**

52 **Motion by Council Member West**
53 **Seconded by Council Member Thomas**
54 **To approve resolution 25-19 amending the**
55 **Fiscal year 25-26 Budget**
56 **Approved unanimously (5-0)**
57 **Roll Call Vote**
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59 **7.2 MOTION/RESOLUTION 25-20: APPROVAL OF THE CANCELLATION OF THE**
60 **2025 MUNICIPAL ELECTIONS IN ACCORDANCE WITH STATE LAW**
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62 Rodriguez stated that per state law, the city can cancel its general election if the number of candidates does
63 not exceed the number of open seats and there are no ballot propositions. She stated that we have passed the
64 deadlines for any contested seats and we would like to cancel our November General Election. Rodriguez
65 stated that this resolution will certify that the Mayoral Seat will be filled by Mark C. Allen, and the two
66 Council Member Seats will be filled by Jeff West and Jessie Anna Jean Whitnack-Davidson in January 2026.
67 Rodriguez congratulated the Mayor and Council Member-elects.
68 Rodriguez reminded Council that residents will not receive a ballot in October.
69 Rodriguez noted that there will be a decrease of \$16,000 to the election budget that will be brought to Council
70 as an adjustment later on in the year.
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72 **Motion by Council Member Parkinson**
73 **Seconded by Council Member Thomas**
74 **To approve Resolution 25-20**
75 **Approving the cancellation of the 2025 Municipal Elections**
76 **Approved unanimously (5-0)**
77 **Roll Call Vote taken**
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80 **7.3 DISCUSSION/MOTION: APPROVAL OF THE WASHINGTON TERRACE CITY**
81 **ACTIVE TRANSPORTATION PLAN**

82 Hanson stated that the Active Transportation plan is in conjunction with South Ogden and Riverdale City
83 to find trails and transportation plans to link the cities together. He stated that the plan is to encourage
84 active transportation and alternative transportation throughout the cities. Hanson stated that the plan may
85 help with potential grants in the future. Council Member Parkinson stated that she appreciates that this is a
86 living document and we will continue to work on the guide with the cities as it evolves.
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88 **Motion by Council Member Thomas**
89 **Seconded by Council Member Christiansen**
90 **To approve the Washington Terrace City Active Transportation Plan**
91 **Approved unanimously (5-0)**

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8. COUNCIL COMMUNICATION WITH STAFF

Council Member Zishan stated that he received a complaint concerning our sprinkler is not targeting the grounds at Rohmer Park and the water is pooling in the parking lot. He asked that the sprinklers be checked to make sure that we are not wasting water, as we are asking our residents to conserve. Mayor Allen stated that he will take care of calling our Landscaper concerning the sprinklers, noting that Wilkinson is very reactive to these types of calls.

Council Member Parkinson stated that it is exciting to share what is happening with the construction next to the library. She asked for a completion date. Hanson stated that completion should be in April. She stated that it has been fun to see the progress happening at the location and that residents have taken notice.

Council Member Parkinson stated that she appreciates the response to the open pits at the construction site by the school.

Council Member West stated that he echoes appreciation for the work on 5350 South, noting that residents that he has spoken to have told him that the construction company has been good to work with.

Mayor Allen asked what Council should tell residents if they ask what is being built at the property next to the library. Hanson stated that it will be Class A office space, comprised of a dental office, accounting offices, and office space that is mostly owner occupied.

Mayor Allen thanked Council Member West for filling in for him at the Bonneville Homecoming Parade last weekend.

9. ADMINISTRATION REPORTS

Hanson stated that the recreation department budget allows for an extra crossing guard this year because we were not sure if the school would be completed in time. There have been requests from residents to put a fourth crossing guard at 5000 South and 300 West. Hanson stated that we will evaluate if we need to have the position funded on an ongoing yearly basis.

Hanson stated that the newsletter will feature an article on upcoming city-wide surveys that will need to be completed for possible federal grant funding. Hanson stated that homes will be chosen randomly. Hanson stated that we need people to participate so that we have the opportunity to apply for funding.

Hanson stated that the fall cleanup will begin November 1st and run through November 26th. The Public Works shop will remain open during normal business hours and on Saturdays.

Hanson stated that the bathroom at Rohmer Park will be “craned in” as one unit on Monday morning.

10. UPCOMING EVENTS

- September 25th Planning Commission meeting (cancelled)
- October 1-2: ULCT Conference
- October 2nd: City Emergency Preparedness Open House 6:00-8:00 p.m. (Fire Station)
- October 7th: City Council Meeting 6:00 p.m.
- October 21st: City Council Meeting 6:00 p.m.
- October 30th: Planning Commission Meeting (tentative)

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11. ADJOURN THE MEETING

**Motion by Council Member West
Seconded by Council Member Thomas
To adjourn the meeting
Approved unanimously (5-0)
Time: 6:38 p.m.**

12. REDEVELOPMENT AGENCY MEETING

The City Council adjourned into an RDA meeting immediately following the regular meeting.

Date Approved

City Recorder