

# City of Washington Terrace

## Minutes of a Regular City Council meeting

Held on November 4, 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  
Parks and Recreation Director Carlos Grava  
City Recorder Amy Rodriguez  
City Manager Tom Hanson

### **OTHERS PRESENT:**

None

### **1. WORK SESSION**

5:00 P.M.

#### **Topics to include, but are not limited to:**

- **Recreation programs review and fiscal impacts**

Grava stated that the fiancé department asked him to present on the fiscal impacts of the Recreation Department. He stated that some of the programs, especially Football, is heavily subsidized. Grava wanted to give Council a clear picture of the Recreation Program.

Grava reviewed the Fiscal Year 26 Budget.

Grava explained the Events budget, noting that although the events receive grants, costs are continually rising. He noted that the cost of chocolate has increased, causing a budget adjustment for the Easter Egg hunt.

Grava stated that he was tasked to look for local musical artists for Terrace Days that may be cheaper than the bands that we have had in the past. Grava stated that he has found local artists that might be good to play in bars, however, they do not have the equipment to support a larger live event. He stated that we would have to rent the equipment. Council Member Zishan asked if we could just play music and questioned if we needed a live band at the event. He stated that we would be able to save thousands. Grava asked Council to help find a local band if they wanted to use local live artists. An alternative could also be a DJ. Grava stated that there is a time crunch as we will need to have the entertainment under contract soon. Grava stated that the budget for Terrace Days is \$34,263. He noted that cost projections are close to \$37,000, as he has been pricing the vendors that we have used in the past. Grava stated that sponsorships cover some of the cost requests, noting that costs vary from year to year.

Recreational Programs

Grava stated that the budget for Recreation Programs, including personnel, is \$53,687.00

He stated that baseball and softball (May to June) is budgeted for \$17,497.

CC Minutes 11-04-25

46 He stated that tackle football is \$16,263.00  
47 He stated that budget for basketball is \$8,020.00  
48  
49 Grava noted that he has been replacing broken and worn equipment each year.  
50 He stated that helmets for the baseball programs have had to be replaced. He stated that the city has received  
51 \$5,000 in donations for various programs but noted that most of the funds were used for replacement of unsafe  
52 equipment.  
53 Grava stated that this program is subsidized, but not as much as other programs.  
54 Grava stated that baseball registrations have remained steady. He stated that girls' softball has also remained  
55 steady. He stated that the city may combine South Ogden or Riverdale when we do not receive enough  
56 registrations to make a complete team.  
57  
58 Grava stated that the Basketball program has increased due to replacement of equipment over the last few  
59 years. He stated that participant numbers have remained steady.  
60  
61 Grava stated that the city subsidized the Football Program. He stated that the city has had to invest a lot of  
62 money in pants, helmets, and other equipment. He stated that FY 24 showed a deficit of \$14,734, FY 25 had a  
63 deficit of \$10,732, and FY 26 showed a deficit of \$7,621.00 in the budgets. Grava noted that this program is  
64 part of a league. He stated that the official meetings start in February and go through October. He stated that the  
65 kids play five days a week from July-October. He stated that this program serves the least amount of children,  
66 however, we pay the most for this program. He stated that there is a budget adjustment carried over from last  
67 year for this year to replace unsafe equipment. He stated that the budget adjustment request is \$21,500. He  
68 stated that the city has to follow the league fees and costs.  
69  
70 Grava stated that there has been an increase of players who register, however, we still have the same number of  
71 teams as in the past.  
72  
73 Grava stated that some of the costs will be covered within our budget. He reviewed FY 2026 budget needs.  
74 Grava stated that many baseballs and bats may need to be replaced soon.  
75  
76 Grava stated that he will send the football helmets to be reconditioned. He stated that the estimated cost is  
77 \$6000.00, noting that new helmets start at \$185.00 each. He stated that we will have to invest in shoulder pads.  
78 He stated that new pads start at \$70.00 each. Grava noted that the football pants are showing severe wear and  
79 tear and noted that new pants start at \$39.00 each. He believes that we will need to invest in at least 20 pairs of  
80 pants this year. Grava stated that the practice pants and game pants are the same pair.  
81  
82 Grava stated that he tries to stretch the lifespan of equipment as much as he can. He stated that some of the  
83 equipment is unsafe and he will not use that equipment. He stated that although we want to save money, the  
84 number one goal is to have a safe program. Grava stated that liability forms do not cover unsafe equipment  
85 that the city provides. Grava stated that Football is the longest season and it is the most subsidized. He stated  
86 that football has the community very engaged. He noted that there are around 89 participants.  
87 Grava stated that we sign a contract each year in advance. He stated that if we implement flag football instead  
88 of tackle football, we will need to let the league know 12 months before the closure of the program. He stated  
89 that the city will still have tackle next year because the contract has been signed.  
90 Grava stated that there are more kids enrolled in flag football leagues and the cost is lower.

91  
92 Council Member Zishan asked if we could have adult leagues and suggested a Pickleball tournament for the  
93 city for fun. Grava stated that he has looked into Pickleball one day tournament (4 hours) that costs around  
94 \$1300-1800 for the day. Grava stated that three employees would need to be present at the tournaments.  
95 Grava stated that Riverdale charges a participation fee of \$20.00, and South Weber charges a participation fee  
96 of \$15.00. Council Member Zishan stated that the cost seems higher than he thought and suggested just a  
97 simple tournament that the city throughs themselves just for fun. He stated that it could be a simple tournament  
98 to see if residents are engaged and would be interested.  
99

100 Mayor Allen asked if we are on track with our recreation fees and asked if we would be able to increase fees.  
101 Grava stated that we are on the middle ground with the cities around us. He stated that it would be a Council  
102 decision. He stated that we are higher than some cities and lower than others. He stated that we are the lowest  
103 when it comes to football ( \$140.00 ). He stated that we are lucky that all our equipment comes back at the end  
104 of the season, whereas other cities may charge a deposit fee. Grava stated that if we raise the fees for football,  
105 he believes that we would see a decrease in registrations. He stated that it is hard to gage what the “breaking  
106 point” cost would be. Grava stated that the Lions Club helped with donations, as well as resident Ms. McKay.  
107 He stated that this year two coaches helped pay for several children that could not afford the registration.  
108 Grava stated that Riverdale sends their tackle football kids to us, and we send our flag football kids to  
109 Riverdale.

110 Grava stated that we need to give 12 months’ notice if we want to change the tackle football program. He stated  
111 that he would need a council decision soon. He stated that it is the most expensive program, however, they are  
112 the most engaged. Grava stated that the W.F.F.L. has been around for 45 years.  
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Council Member Jeff West  
Council Member Michael Thomas  
Parks and Recreation Director Carlos Grava  
City Recorder Amy Rodriguez  
City Manager Tom Hanson  
Lt. Shawn Endsley, Weber County Sheriff

### **OTHERS PRESENT:**

Ulis Gardiner, Lakers Senior Pee Wee Football Champions!!!!

### **2. ROLL CALL**

6:00 P.M.

### **3. PLEDGE OF ALLEGIANCE**

### **4. WELCOME**

### **5. CONSENT ITEMS**

#### **5.1 APPROVAL OF AGENDA AND OCTOBER 21, 2025, COUNCIL MEETING**

Item 5.1 was approved by general consent.

### **6. SPECIAL ORDER**

#### **6.1 PUBLIC HEARING: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FIRST PUBLIC HEARING TO CONSIDER POTENTIAL PROJECTS FOR WHICH FUNDING MAY BE APPLIED UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SMALL CITIES PROGRAM FOR PROGRAM YEAR 2026**

#### **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC HEARING**

**The Public Hearing was opened at 6:03 p.m.**

Mayor Allen opened the public hearing for the CDBG program and stated that the purpose of the

hearing is to provide citizens with pertinent information about the Community Development Block Grant Program and allow for discussion of possible applications for the 2026 funding cycle. It was explained that the grant money must be spent on projects benefiting primarily low and moderate-income persons. The Wasatch Front Regional Council, in which Washington Terrace is a member, is expected to receive approximately \$1,198,297 in this new program year. All eligible activities that can be accomplished under this program are identified in the CDBG Application Policies and Procedures Manual and interested persons can review it at any time.

Mayor Allen read several of the eligible activities listed including examples, such as Construction of public works and facilities, e.g., water and sewer lines, fire stations, acquisition of real property, provision of public services such as food banks or homeless shelters.

Mayor Allen indicated that in the past Washington Terrace has received 16 CDBG grants which were used to purchase Fire Department Equipment to include a skid loader for the brush truck, thermal imaging equipment, and breathing apparatus, Seismic upgrades to two Water Tanks, a restroom and bowery at Victory Park, the 4525 Sewer Main Replacement, construction of the Civic/Senior and Fire Station, Water Main Feeds, installation of water valves throughout the city, a cab and chassis for the Fire Department, the AMI water metering system, the removal and reconstruction of the Parking Lot at Rohmer Park, and currently the Sidewalk Accessibility and Safety Project at the north end of Rohmer Park, and new Playground Equipment at Victory Park. The city has handed out its capital investment plan as part of the regional "Consolidated Plan". This list shows which projects the city has identified as being needed in the community.

It was asked that anyone with questions, comments or suggestions during the hearing please identify themselves by name, before they speak. The clerk will include your names in the minutes and we would like to specifically respond to your questions and suggestions during the hearing.

The Mayor asked if there were any suggestions. There were no citizen comments.

**The hearing was adjourned at 6:10 p.m.**

**7. CITIZEN COMMENTS**

There were no citizen comments.

**8. NEW BUSINESS**

**8.1 PRESENTATION: RECOGNITION OF THE WASHINGTON TERRACE LAKERS  
SENIOR PEE-WEE W.F.F.L. MINI-BOWL CHAMPIONS**

Coach Roland stated that it has been an exciting year. He stated that the program was rebranded to the Lakers. He stated that this year has seen an increase in players, noting that none of the Laker Kids quit this year. They started at 28 kids and the season ended at 28 kids. He stated that they have had some big wins this year. He stated that it was an incredible mini-bowl season, noting that the kids kept their grades up, they played hard, they practiced hard, and had an incredible season.

Mayor Allen thanked the players who came out to Rohmer Park last Saturday to help with cleaning up the tumble weeds. Mayor Allen noted that the players practice four nights a week and play on Saturdays. Mayor Allen thanked all the parents and grandparents for their support, along with all their siblings. He stated that the support is amazing.

Former Council Member Randy Ferlin stated that it wouldn't be a Council Meeting with him if he didn't express thanks to Recreation Director Carlos Grava. Ferlin stated that the kids put in a lot of effort and practice four times a week and run the hills at Rohmer. He stated that their hard work paid off, making them Mini Bowl Champions. He stated that one thing they learned from other cities around them is that that not every city has the level of support that Washington Terrace has. He stated that they are very thankful for the work that Carlos has done, noting that he is a consistent advocate for the program. He stated that Carlos Grava makes sure that the team has what is needed to be a successful team and program. He stated that Carlos keeps the registration costs affordable for the players. He noted that Carlos attends every game and supports the team. Ferlin and the Team expressed their thanks to Carlos Grava.

The Players received certificates signed by the Mayor and Council to congratulate them on their championship.

GO LAKERS!!!!

## **8.2 PRESENTATION: SHERIFF OFFICE QUARTERLY REPORT**

Lt. Endsley stated that the 3<sup>rd</sup> quarter has been one of the slower quarters. Lt. Endsley highlighted a few of the more interesting cases for the quarter of July- September. He stated that cases are down from the third quarters of FY 24 and Fy 25. He stated that DUI, runaways, burglary, and thefts are down. He noted that fraud reports are a little higher, but in today's culture there are fraud cases daily. He stated that traffic cases are also down. He stated that some of this can be attributed to staffing. He reminded Council that the Sheriff partner meeting will be next Wednesday, November 12<sup>th</sup>. Council Member West noted that the heat map does not show a lot of traffic stops on the Southend. Lt. Endsley stated that he noticed that as well and will pass along information for more targeted stops.

## **8.3 MOTION/RESOLUTION 25-22: APPROVAL OF THE 2025 MODERATE INCOME HOUSING REPORT**

Hanson stated that Moderate-Income Housing Report update is part of the City's General Plan and must be submitted to the state yearly. Hanson stated that the report was sent in and was successful in its delivery.

**Motion by Council Member Parkinson**

**Seconded by Council Member West**

**To approve Resolution 25-22**

**Approving the 2025 Moderate Income Housing Report**

**Approved unanimously (5-0)**

**Roll Call Vote**

## **8.4 MOTION/ORDINANCE 25-05: REPEALING AND RE-ENACTING OF SECTION 5.05.010 OF THE WASHINGTON TERRACE MUNICIPAL CODE FOR THE BUSINESS REGULATION OF THE RETAIL SALE OF ALCOHOL AND TOBACCO PRODUCTS**

Hanson stated that this topic was brought up during a work session. Hanson stated that the intent is to give a greater sense of awareness to regulate the signage for the retail sale of alcohol and tobacco products. Hanson stated that this code will align with state code and will continue to align with stated code as the law changes. Hanson stated that this will give the code enforcement officer a tool to use to help regulate the signage.

Council Member Parkinson asked if any businesses affected by this ordinance know about the state code. Hanson stated that we will let them know what they need to do to be in compliance and take a proactive measure to find out their calculations of window space needed to be compliant. Hanson stated that the code enforcement officer will reach out to the business owners affected. Hanson thanked Council Member Thomas and his wife for their work with Communities that Care and bringing this item to staff and legal's attention. He stated that he appreciates their dedication and appreciates working with them on the project.

**Motion by Council Member West  
Seconded by Council Member Thomas  
To approve Ordinance 25-05  
Repealing and Re-enacting section 5.05.010 of the  
Washington Terrace Municipal Code for the Business  
Regulation of the Retail Sale of Alcohol and Tobacco Products  
Approved unanimously (5-0)  
Roll Call Vote**

**9. COUNCIL COMMUNICATION WITH STAFF**

Council Member Christiansen read an email from High School Student Samuel Chow. She stated that his suggestion is for the city to collaborate with Republic Services to consider moving to automated for yard waste, saving truck drivers from hurting their backs and cleaner for our sidewalks and gutters. Council Member Christiansen thanked Hanson and Thomas on their efforts this weekend for the cleanup event at Rohmer.

She asked if there is a project coming up on the vacant property on 5000 South. Hanson stated that there currently is not a project for the property.

Council Member Christiansen stated that there were squatters living in her neighbor's home this past weekend. She stated that she wanted to make citizens aware that there are people looking out to see residences in which they could move. She thanked the Sheriff's department for their quick response in notifying them that they were trespassing.

Council Member Parkinson stated that it was exciting to see the 5350 Street Project completed and finalized. She stated that it looks pretty good and asked that Public Works sweep the gutters to clean up the area. Hanson stated that the gutters should be swept within the next week.

Council Member Parkinson asked if there are different areas to advertise the fall clean up that is happening this month. Hanson stated that there are already two roll-off dumpsters full over the past weekend.

Council Member Parkinson asked how we are going to cover the hillside at Rohmer Park. Hanson stated that we are trying to establish some UDOT low grass and wildflowers to seed the area. Hanson stated that it will take a few years for that to take root. Hanson stated that the contractors will be done with the Rohmer Park project within the week. Hanson stated that the soft fall is in. He stated that he is anticipating an official opening in the spring. Hanson noted that the shade tables are still in route. Hanson stated that the new bathroom has not been opened at this time. Grava stated that due to night freezing temperatures, all the park bathrooms have been closed.

Council Member West stated that there were two consecutive streetlights out on Halloween. He stated that he notified Rocky Mountain Power and he stated that process is simple. He stated that he has heard that they are on a work order.

Council Member West asked why Washington Terrace does not have holiday lighting around the city. He stated that he has spoken to a company that does that and he will receive a bid for that. He just wanted to make staff aware that there have been comments concerning holiday lighting. Hanson suggested bringing this information to the budget process.

Council Member Thomas stated that he has been approached by residents asking if we would be able to get more flock cameras in the city, especially near the schools, so that we could be more helpful to law enforcement if needed. Hanson stated that this can be discussed during the safety portion of the Council Retreat.

Mayor Allen stated that the agreement with the Weber County Transfer Station will be coming back to Council at the next meeting. He stated that every city in the county agreed to keep the tonnage up and stay with the county for their waste removal needs. He stated that it is the same agreement that Council agreed to two years ago, with about two changes. He stated that the terms of the agreement changed to a five year term and automatic renewed up to four times. He stated that either party can terminate the agreement with written notice at least two years ahead. Mayor Allen stated that WACOG agreed to these terms last night. He stated that the Transfer Station is not there to make money. He stated that it is run by a sub committee and not a private conglomerate.

He stated that he would like the contract signed by December 31<sup>st</sup>. Mayor Allen stated that he and Hanson spoke to Council about the Transfer Station concerns last month. Mayor Allen stated that the cities seemed excited to sign.

Mayor Allen stated that he would like every Council Member to attend the Sheriff's Office meeting at 6:00 p.m. on November 12<sup>th</sup>. He stated that he believes that the changes discussed at the meeting will affect our budget. He stated that it is an important meeting.

#### **10. ADMINISTRATION REPORTS**

Hanson stated that we have a new representative with Republic Services.

#### **11. UPCOMING EVENTS**

November 11<sup>th</sup>: City Offices closed for Veteran's Day Holiday  
\*\* November 12<sup>th</sup> Quarterly Meeting with the Sheriff Department  
November 18<sup>th</sup>: City Council Meeting 6:00p.m.  
November 20<sup>th</sup> : Planning Commission Meeting (Tentative)  
November 21 and 22<sup>nd</sup>: Council Retreat  
November 27 and 28: City offices closed for the Thanksgiving Holiday

#### **12. ADJOURN THE MEETING**

**Motion by Council Member Thomas**  
**Seconded by Council Member Christiansen**  
**To adjourn the meeting**  
**Approved unanimously (5-0)**  
**Time: 7:20 p.m.**

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**Date Approved**

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**City Recorder**