



Regular City Council Meeting

Tuesday, April 7, 2026

5249 South 400 East

Washington Terrace, UT 84405

801.393.8681

www.washingtonterrace.gov

As a public service, Council Meetings are streamed on the City of Washington Terrace YouTube channel at:
www.youtube.com/@WashingtonTerraceCity

INTELLECTUAL PROPERTY PERMISSION NOTICE

By attending this meeting/event, you consent to the use of your photograph, voice, likeness, and image in broadcasts of this meeting/event, and in subsequent productions drawn from video or audio recordings of this meeting/event, in the sole and absolute discretion of the City of Washington Terrace. The city retains copyright for all video and audio recordings. Video and audio recordings may not be modified, manipulated, or distributed in any way without the express written consent of the City Manager.

1. **WORK SESSION :** **5:00 P.M.**
Topics to include; but are not limited to:
 - **Fire Department Heavy Equipment Capital Replacement Plan**
 - **Discussion on Building Permit Inspection Fee Analysis**

2. **ROLL CALL** **6:00 P.M.**

3. **PLEDGE OF ALLEGIANCE**

4. **WELCOME**

5. **CONSENT ITEMS**
5.1 APPROVAL OF AGENDA AND MARCH 17, 2026, COUNCIL MEETING MINUTES
Any point of order or issue regarding items on the agenda or the order of the agenda needs to be addressed here prior to the approval of the agenda. Minutes approved in open meeting become the official record

6. **CITIZEN COMMENTS**
This is an opportunity to address the Council regarding your concerns or ideas that are not on the agenda as part of a public hearing. Please limit your comments to no more than 3 minutes. "Washington Terrace City is committed to civility. We strive to act and speak with dignity, courtesy, and respect at all times. All are asked to join us, and act and speak accordingly."

In compliance with the Americans with Disabilities Act, persons who have need of special accommodation should contact the City Recorder at 801-395-8283.

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted in three public places within the City of Washington Terrace City limits and sent to the *Standard Examiner* at least 24 hours prior to the meeting. Amy Rodriguez, City Recorder.

7. **RECURRING BUSINESS**

Recurring Business are agenda items that have previously been brought to Council for discussion

7.1 **MOTION/RESOLUTION 26-03: TO AMEND BUILDING PERMIT INSPECTION FEES**

A service-cost analysis for building permit inspection services was conducted to evaluate the City cost associated with processing and inspecting over-the-counter permits.

8. **NEW BUSINESS**

8.1 **PRESENTATION: FIRE DEPARTMENT QUARTERLY REPORT**

8.2 **DISCUSSION/MOTION: APPROVAL OF THE FIRE DEPARTMENT MAJOR BUDGET ITEMS 5 YEAR CAPITAL REPLACEMENT PRIORITY PLAN**

Council may approve the 0-5 Priority Plan for the replacement of Capital equipment for the Fire Department

9. **COUNCIL COMMUNICATION WITH STAFF**

This is a discussion item only. No final action will be taken.

10. **ADMINISTRATION REPORTS**

This is an opportunity for staff to address the Council pertaining to administrative items.

11. **UPCOMING EVENTS**

April 7th: Work Session (5:00 p.m.) and Council Meeting (6:00 p.m.)

April 11th: Golden West 5K Run-for-Schools event 8:30 a.m.

April 14th : Special Council Work Session 5:00 p.m.

April 20-24th: Spring Green Waste Curbside Pick-up

April 1-30th : Spring Green Waste Drop-off (7:00 a.m.- 3:30 p.m. Sundays excluded)

April 21st: Work Session (5:00 p.m.) and Council Meeting (6:00 p.m.) – tentative

April 22-24th: Utah League of Cities and Towns Conference- St. George

April 25th: Rohmer Spring Clean Up 8-11 a.m.

April 30th Planning Commission Meeting 6:00 p.m. (tentative)

12. **ADJOURN THE MEETING**

In compliance with the Americans with Disabilities Act, persons who have need of special accommodation should contact the City Recorder at 801-395-8283.

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted in three public places within the City of Washington Terrace City limits and sent to the *Standard Examiner* at least 24 hours prior to the meeting. Amy Rodriguez, City Recorder.

1 **City of Washington Terrace**

2
3 **Minutes of a Regular City Council meeting**
4 **Held on March 17, 2026**

5 **City Hall, 5249 South 400 East, Washington Terrace City, Utah**

6
7 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT**

- 8 Mayor Mark C. Allen
- 9 Council Member Anna Davidson
- 10 Council Member Zunayid Z. Zishan
- 11 Council Member Cheryl Parkinson
- 12 Council Member Jeff West
- 13 Council Member Michael Thomas
- 14 Finance Director Shari' Garrett
- 15 Building Official Tyler Seaman
- 16 City Recorder Amy Rodriguez
- 17 City Manager Tom Hanson
- 18 Lt. Sean Endsley, Weber County Sheriff

19
20 **OTHERS PRESENT:**

21
22
23
24
25 **1. WORK SESSION : 5:00 P.M.**

26 **Topics to include; but are not limited to:**

- 27 - **Follow up on Weber County Sheriff discussion on services, costs and future plans**
- 28 - **Discussion on Building Permit Inspection Fee Analysis**

29
30 **Building Inspection Fees**

31
32 Garrett stated that the reorganization of the Building Department brought to attention how much building
33 inspections cost the city. She stated that it was determined that we are not receiving full cost recovery on
34 this service.

35
36 Garrett stated that they performed a full cost recovery analysis, taking into consideration all aspects of this
37 service. She stated that the proposed fee schedule is a full cost analysis and direct cost of the services. She
38 stated that indirect costs were not included in the proposed fee changes. She stated that she included the
39 summary of the results in the staff report. She stated that those that use the service need to pay for the cost
40 of the service. She stated that this qualifies as highest level of recovery so that those who use the service are
41 paying for the service. She stated that we are not covering the cost of permits at this time, noting that the fee
42 has not changed from \$47.00 in over 24 years.

43 Seaman stated that the “over the counter” inspections are for water heaters, new electrical service, re-roof,
44 and things that are more of a maintenance inspection. He stated that the inspections are simple, however,

45 they are being performed by the same inspectors who inspect new constructions. Seaman stated that these
46 permits are required by Building Code. Seaman explained the reasoning for code requirements for doors and
47 windows as well. He stated that many residents do not know that inspections are required. Council Member
48 Parkinson confirmed that professionals that are hired to complete a job are aware of the requirements and
49 often get the permit from the city and add the cost to their price. She stated that a concern would be that
50 someone who does the work themselves may not be aware of the inspection requirement.
51 Garrett explained that a reinspection no-show fee is being proposed. She stated that \$55.00 is the hourly rate.
52 Seaman stated that the city must review the permit application per state law. He broke down the process for
53 the permit applications.

54
55 Council Member Zishan stated that property taxes cover employee wages and asked if Garrett looked into
56 neighboring city's fees. Seaman stated that about 80 percent of the cities that he works for have higher fees
57 and a different type of evaluation process. He stated that many base the fee off the valuation of the project.
58 He advised not to use that process, as the cost of valuation is subjective.

59 Garrett stated that we were going off our city policy- which is full cost recovery. She stated that there is a
60 direct link between the service and what is paid. She stated that taxes do not have that correlation or direct
61 link. She stated that the person who is receiving the inspection should be the one who pays for the service.
62

63 Seaman stated that he appreciates the insight Garrett brought to the evaluation process. Council Member
64 Zishan asked why we are focused on cost recovery. Garrett stated that the cost of this service has become
65 apparent. She stated that staff follow the Financial Policies and Legislative Policies which direct staff on
66 how they want staff to recover costs. She stated that the Council Policy to "Maintain stewardship for fiscal
67 responsibilities by analyzing data driven initial and long-term impacts of policies, programs and projects.
68 She stated that is what staff have done and this is a great example of sustainability. She stated that the
69 sustainable fees are a recommendation. She stated that Building Inspections are a fee-based service, not a
70 tax-based service. She stated that we would be subsidizing this service through taxes if we do not push the
71 cost through the fee. Council Member Zishan stated that we are already paying employees to answer the
72 phone and help a resident through a process. Mayor Allen stated that the front office staff is paid for Utility
73 Billing. He stated that if they are pulled away from the Utility Billing job to help Buildings or Recreation,
74 there is a cost to that. Garrett stated that their wages are paid through fees, registrations, utility services as
75 well as some taxes.

76
77 Seaman stated that he spends more time on inspections when homeowners do it themselves, as they may not
78 know the code. Council Member West stated that if there are improvements to the home, financing
79 companies want to know who performed the improvements. He stated that they want to see the record of
80 who completed the improvements. Seaman stated that he receives many record requests on building permits
81 on homes to see if inspections were completed.

82
83 Seaman stated that the \$47.00 permit fee for these "over the counter" permits were an industry standard for
84 a long time. He stated that cities began to move away from this fee over the last several years because it was
85 noticed that the fee did not even cover an inspector's time. Seaman stated that we keep building permits
86 forever. Council Member Zishan stated that his concern is the price of the increase, stating that we should
87 "ease" into the price increase. Council Member West suggested taking out the re-inspect fee of \$55.00. He
88 stated that the actual cost is not as high if there is no reinspection. Seaman stated that re-inspections occur
89 maybe 10 percent of the time. He stated that a reinspection fee should be for no-shows or if he must reinspect

90 because something was done incorrectly.

91

92 Council Member Parkinson proposed a basic permit cost and additional fees if they apply. Council Member
93 Zishan stated that the initial inspection fee should not include the reinspect fee. They can be charged a \$55.00
94 reinspection fee if it is needed. He stated that this way they know up front what the cost could be.

95 Seaman gave examples of common reinspection circumstances. He stated that some of the reinspection can
96 be completed by photo if he feels comfortable signing off on the permit.

97

98 Garrett stated that the reinspect fee can be taken off the base and if Seaman needs to come back to the project
99 a second time, the reinspect fee can be paid at that time. She recommends that specialized permits that have
100 required second inspections can have the \$55.00 built into the initial fee so that the residents know that the
101 permit covers two inspections.

102

103 Garrett and Seaman will work on the fee costs based on the conversation tonight and bring the results back
104 to Council.

105

106 **Sheriff Update**

107

108 Hanson stated that our contract cost is going up to 1.4 million, which is a significant increase to cover (1)
109 recruitment and retention, (2) additional staff.

110 Hanson stated that the County Commission had to make a change because they did not take care of business
111 as time went on. He stated that the Sheriff has asked for increases to keep their employees, but the
112 Commission has not been providing the increases to retain employees.

113

114 Hanson stated that the County is going to offload 9 individuals back to the contract cities to take the burden
115 off of the county. Hanson stated that the 9 employees become the freight of the contract cities, without the
116 additional services. Hanson stated that the Sheriff originally wanted to add 10 officers. Hanson stated that
117 it was suggested that there should be a contract meeting with the contract cities and Commissioners at the
118 end of the month. Hanson stated that we need the numbers for the contract in March so that we can anticipate
119 what the budget numbers will be. He stated that it is frustrating to hear about the 9 employees being taken
120 away from contract cities. Hanson stated that he would like to know what the cost would be for sheriff
121 operations if there were no contract cities. Hanson stated that the analysis was not complete. He stated that
122 he has made it clear that the city cannot pay for the additional 9 officers.

123

124 Hanson stated that he and the Mayor can try to set the meeting with the three Commissioners, along with
125 the Sheriff Office and contract cities. Lt. Endsley stated that the increase would keep staffing levels that
126 same and service levels the same. Hanson stated that in order to stay equal, the city will need to fund the
127 nine and no increases in service. Hanson stated that we are not paying the freight for cities that have a high
128 population growth. He stated that we pay based on our population and calls for service.

129

130

131

132

133

134

135

136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT

Mayor Mark C. Allen
Council Member Anna Davidson
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

OTHERS PRESENT:

Casey Sanders

6:00 P.M.

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. WELCOME

5. CONSENT ITEMS

**5.1 APPROVAL OF AGENDA AND MARCH 3, 2026, COUNCIL MEETING
MINUTES**

Item 5.1 was approved by general consent.

6. CITIZEN COMMENTS

Casey Sanders addressed the flock camera item on the agenda, stating that security researchers found a flock camera pointed at a children’s playground that was publicly accessible online. He stated that this is the exact type of environment the city will be discussing tonight. Sanders stated that he supports public safety, however, he wants Council to consider whether this is the correct type of software to achieve it. He stated that placing surveillance cameras in the parks means monitoring families and children and residents, raising privacy concerns and how the footage could be used over time.

Sanders stated that the research report noted that there were over 60 flock camera feeds that were easily accessed online. Sanders stated that researchers reported that people were able to interact with the online servers by removing and altering data.

Sanders stated that the consequences of errors or miscalculations should be considered. He stated that there are real world examples of how this type of technology can go wrong.

Sanders stated that no internet connection is immune to hacks or failure. He stated that there is risk in no knowing what happens to our data if it fails. He stated that people in a free society should not be monitored simply for spending time in a park.

Sanders stated that the city needs to consider these types of risks.

Sanders urged Council to slow down, gather public input and evaluate long term risks before moving

181 forward.

182

183

184 **7. RECURRING BUSINESS**

185

186 **7.1 DISCUSSIONMOTION: APPROVAL OF TRIAL PERIOD FOR FLOCK**
187 **CAMERAS TO BE INSTALLED WITHIN WASHINGTON TERRACE CITY**

188 Mayor Allen stated that the item has been put back on the agenda after a discussion at the last meeting.
189 Council Member West stated that he understands that there are real concerns. He stated that the cameras
190 will not be pointed at parks, but rather at the ingress and egress to the city, with the idea that the Sheriff
191 would have an image of a suspected vehicle in an open case. He stated that the cameras will be in an area
192 that only tracks vehicles without knowing to whom that vehicle belongs.

193

194 Council Member Zishan provided recent information as to why cities are getting rid of their Flock Camera
195 Systems. He stated that recent research has been provided in Business Insiders. He stated that the report
196 states that misreads of vehicles and license plates can happen 10 percent of the time, causing a real risk of
197 misidentification.

198 He stated that simple misreads have led to innocent people being pulled over and injured. He stated that in
199 practice, officer safeguards do not always work. He stated that the lack of independent oversight can cause
200 risks. Council Member Zishan stated that many times systems are adopted without asking all the questions
201 first. He stated that his view is not about being anti-technology or anti-police, but rather accountability.

202 Council Member Zishan stated that when the system can trigger high stake police responses the burden
203 should be on proving the system is safe and reliable before widespread use. He stated that there we should
204 be cautious in expanding use in our community until it can be proven that there are consistent and reliable
205 oversight.

206

207 Mayor Allen stated that our Sheriff Department has shown safe handling of the entire system. He noted
208 that since this was last discussed, there have been two murderers caught using the flock system.

209 Council Member Davidson stated that it is important to note that these cameras have been used to find
210 vulnerable adults, and people that may have medical issues or emergencies. She stated that it should be
211 recognized that the cameras are not solely used for criminals. Council Member Davidson stated that
212 officers confirm the license plate before they pull a vehicle over.

213 Council Member Davidson asked for statistics on how the LPR systems have been utilized within Weber
214 County.

215

216 Council Member Thomas stated that residents have reached out to him to state that they are grateful for the
217 flock cameras to recover their stolen vehicles. He also noted that runaways and missing persons have been
218 found using the system. Council Member Thomas stated that the cameras will not be near parks at all. He
219 stated that they will be facing the roads. He stated that they are supposed to look out for the safety of the
220 residents.

221

222 Council Member West stated that this is not a new program. He stated that our community has different
223 statistics than the communities that are reporting the problems. He stated that there is a 90 percent chance
224 that the system will help someone. Council Member West stated that it should be considered if the
225 benefits outweigh the risks. He stated that the system can be vulnerable because whomever owns the

226 contract is not being vigilant. Council Member Zishan stated that flock has been caught sharing data with
227 the federal government without the contracting cities knowledge.
228 Council Member Zishan stated that images of people have been tracked without the contracting cities
229 knowledge.
230
231 Mayor Allen stated that we have had three flock cameras in our community for many years. He stated that
232 he has seen the data tracking a vehicle with a kidnapping.
233 Council Member Parkinson stated that the officer that was over street crimes stated that the flock cameras
234 impacted drug crimes in a positive way. She stated that it was a benefit for the city.
235
236 Council Member Parkinson asked if the city still needs to pay the set up fee for the cameras after the trial
237 period if it is decided to discontinue the service. Hanson stated that there is no cost during the trial period
238 and the set-up fees have already been waived. Hanson stated that one of the cameras will be relocated at a
239 cost of \$150-750 depending on infrastructure.
240 Hanson stated that all platforms have people doing nefarious things. Hanson stated that we will set
241 parameters around best protocols to ensure safety for residents as well as people going through city.
242 Hanson reiterated that the systems is designed to track vehicles, license plates, and the makeup of cars.
243 They do not have the information as to who owns the equipment. He stated that officers work through the
244 system to see validity and who owns the vehicle.
245 Hanson stated that it is governed closely with a clear protocol as to who can access the information.
246
247 Council Member Zishan stated that the cameras become part of 83,000 other cameras on the network and
248 that CEO's have admitted that they have given access to the federal government without telling local
249 government.
250
251 Hanson stated that the Sheriff pays for the established three cameras within the city and we would pay for
252 the additional three.
253 Council Member Parkinson stated that the toll booth has quite a bit of surveillance at their location and
254 asked if those cameras were sufficient for that corridor. Lt. Endsley stated that the toll booth is privately
255 controlled and owned. Mayor Allen stated that we would need time sensitive data and the other cameras
256 are private and it would take time to gain access if allowed.
257
258

259 **Motion by Council Member Thomas**
260 **Seconded by Council Member Davidson**
261 **To approve trial period of the Flock Cameras**
262 **To be installed within the city.**
263 **Approved (4-1)**
264 **Council Member Davidson- aye**
265 **Council Member Zishan- nay**
266 **Council Member Parkinson- aye**
267 **Council Member West- aye**
268 **Council Member Thomas- aye**
269

270 **8. COUNCIL COMMUNICATION WITH STAFF**
271 Council Member West stated that the North End Project at Rohmer Park is looking really good and
272 sends his compliments to the staff.
273
274 Council Member Davidson thanked Meibos on the Rohmer Park North End Project, noting that it is
275 running smoothly and that it is appreciated.
276
277 Council Member Parkinson stated that she has heard from numerous citizens about construction in
278 the city and suggested using the newsletter to get information out to everyone.
279
280 Council Member Thomas stated that he received comments from residents thanking the Public
281 Works Department for starting work on filling the potholes.
282
283 Mayor Allen stated that he participated in the groundbreaking ceremony at the construction site last
284 week, stating that it was good to welcome them to the city.
285
286

287 **9. ADMINISTRATION REPORTS**

288
289 Hanson stated that our Public Works Foreman, CJ Gerritsen was headed home from weekend duty and
290 stopped to help clean up the debris from the rollover crash. He stated that he was not asked but knew that
291 he could help. Hanson stated that that type of mindset is active and alive throughout the city staff.
292
293 Hanson noted that there will be a RAMP Ribbon Cutting Ceremony on April 29th for the completion of the
294 Rohmer Park (Phase 3) Project. All are welcome.
295

296 **10. UPCOMING EVENTS**

297 March 26th: Planning Commission meeting 6:00 p.m.
298 April 4th: Easter Egg Hunt 10:00 a.m.
299 April 7th: Work Session (5:00 p.m.) and Council Meeting (6:00 p.m.)
300 April 11th: Golden West 5K Run-for-Schools event 8:30 a.m.
301 April 20-24th: Spring Green Waste Curbside Pick-up
302 April 1-30th : Spring Green Waste Drop-off (7:00 a.m.- 3:30 p.m. Sundays excluded)
303 April 21st: Work Session (5:00 p.m.) and Council Meeting (6:00 p.m.) – tentative
304 April 22-24th: Utah League of Cities and Towns Conference- St. George
305 April 25th: Rohmer Spring Clean Up 8-11 a.m.
306 April 30th Planning Commission Meeting 6:00 p.m. (tentative)
307

308 **11. ADJOURN THE MEETING**

309 **Motion by Council Member Thomas**
310 **Seconded by Council Member West**
311 **To adjourn the meeting**
312 **Approved unanimously (5-0)**
313 **Time: 6:46 p.m.**
314
315

City of Washington Terrace
County of Weber, State of Utah

RESOLUTION NO. 26-03

A RESOLUTION
AMENDING THE FISCAL YEAR 2026 FEE SCHEDULE

WHEREAS, it is the desire of the City Council of the City of Washington Terrace to continue to function in an efficient and cost-efficient manner in providing the citizens with a safe and healthy environment; and

WHEREAS, the governing body by council priority maintained that stewardship in fiscal responsibility includes analyzing data driven initial and long-term impacts of policies, programs and projects; and

WHEREAS, the City staff has conducted a service cost analysis for the building permit inspections program evaluating the direct costs associated with processing and inspecting over-the-counter permits; and

WHEREAS, state law allows municipalities to set a reasonable fee to cover the cost of providing voluntary services for which the fee is imposed and for services that benefit the payer directly including processing and inspecting building permits;

WHEREAS, the governing body has reviewed and considered the amended fee schedule; and

WHEREAS, the Washington Terrace Council deems it necessary to amend the Fiscal Year 2026 fee schedule for building permits;

NOW, THEREFORE, BE IT RESOLVED by the City Council, to approve the attached amendments to the fiscal year 2026 amended fee schedule for building permits as attached hereto.

EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this ___ day of _____ 2026.

CITY OF WASHINGTON TERRACE

Mayor Mark C. Allen

Attest:

City Recorder

Roll Call Vote

Council Member Davidson _____

Council Member Parkinson _____

Council Member Thomas _____

Council Member West _____

Council Member Zishan _____

Washington Terrace City, UT
Building Inspection | Time Cost Analysis

| | HVAC (90 MIN) | Plumbing (INSIDE) | Plumbing (OUTSIDE) | Electrical | Gas line | Roofing | Siding | Window & Door |
|--|---------------|-------------------|--------------------|------------|----------|---------|--------|---------------|
| SETUP (electronic processing systems) | | | | | | | | |
| Total Cost | \$ 8 | \$ 8 | \$ 8 | \$ 8 | \$ 8 | \$ 8 | \$ 8 | \$ 8 |
| PRE-INSPECTION INQUIRIES (customer communication) | | | | | | | | |
| Total Cost | \$ 9 | \$ 9 | \$ 9 | \$ 9 | \$ 9 | \$ 9 | \$ 9 | \$ 9 |
| PERMITTING (processing & review) | | | | | | | | |
| Total Cost | \$ 43 | \$ 34 | \$ 75 | \$ 43 | \$ 34 | \$ 39 | \$ 34 | \$ 39 |
| INITIAL INSPECTION (site visit) | | | | | | | | |
| Total Cost | \$ 73 | \$ 73 | \$ 64 | \$ 83 | \$ 83 | \$ 64 | \$ 64 | \$ 64 |
| SPECIALIZED INSPECTION X2 (site visit) | | | | | | | | |
| Total Cost | \$ - | \$ - | \$ 64 | \$ 64 | \$ - | \$ 64 | \$ 64 | \$ - |
| POST INSPECTION (reporting) | | | | | | | | |
| Total Cost | \$ 5 | \$ 5 | \$ 5 | \$ 5 | \$ 5 | \$ 5 | \$ 5 | \$ 5 |
| Total Service Cost | | | | | | | | |
| | \$ 139 | \$ 185 | \$ 281 | \$ 267 | \$ 194 | \$ 244 | \$ 240 | \$ 180 |
| Current Service Fee | \$ 47 | \$ 47 | \$ 47 | \$ 47 | \$ 47 | \$ 47 | \$ 47 | \$ 47 |
| <i>Change (Total Cost over Current Fee)</i> | \$ 92 | \$ 138 | \$ 234 | \$ 220 | \$ 147 | \$ 197 | \$ 193 | \$ 133 |

OTHER PERMIT/INSPECTION FEES

| NEW - RE-INSPECTION - NO SHOW | | | | | | | | |
|--------------------------------------|-------|-------|-------|-------|-------|-------|-------|-------|
| Total Cost | \$ 55 | \$ 55 | \$ 55 | \$ 55 | \$ 55 | \$ 55 | \$ 55 | \$ 55 |

| NEW - RE-INSPECTION | | | | | | | | |
|----------------------------|-------|-------|-------|-------|-------|-------|-------|-------|
| Total Cost | \$ 55 | \$ 55 | \$ 55 | \$ 55 | \$ 55 | \$ 55 | \$ 55 | \$ 55 |

WORK WITHOUT A PERMIT - STOP WORK ORDER - WTC15.02.050

WTC15.02.050 Construction without a permit. When a person engages in any building activity that requires a building permit and fails to obtain such permit, in addition to the fee provided in this chapter, the building official may assess a penalty equal to fifty percent (50%) of the building permit fee.

City Council Staff Report

Author: Clayton Peterson

Subject: Fire Department Major Budget Items Five Year/Long Range Fire Department Capital Plan

Date:

Type of Item: Discussion/Motion

Summary Recommendation:

Approve the Fire Department capital replacement plan, including specific equipment replacement schedules, estimated costs, and funding strategies. Authorize staff to pursue grants, financing, and city funding, and approve acquisition of identified equipment up to established thresholds. The ladder truck will require separate funding authorization.

Description:

A. Topic:

Adoption and funding of a structured capital replacement plan for fire apparatus and critical equipment.

B. Background:

The Fire Department operates essential life-safety equipment that must be replaced on a scheduled basis to maintain operational readiness and firefighter safety. Replacement planning is guided by:

- NFPA standards (SCBA and apparatus lifecycle)
- Industry best practices (15–20 year apparatus lifecycle)
- The City of Washington Terrace Fleet Management Plan

The City's Fleet Management Plan emphasizes:

- Lifecycle-based replacement planning
- Safety as the primary driver for replacement decisions
- Proactive budgeting and financing strategies

C. Analysis:

The following capital replacement schedule is based on equipment age, condition, operational demand, and established replacement criteria:

Capital Replacement Schedule

Priority 2 – SCBA Packs and Fill Station

- **Replacement Year:** 2031
- **Estimated Cost:** \$175,000

- **Justification:**
 - Required replacement per NFPA standards
 - Critical life-safety equipment for firefighter respiratory protection
 - Ensures compliance and operational readiness

Priority 3 – Motorola Radios

- **Replacement Year:** 2032
- **Estimated Cost:** \$95,000
- **Justification:**
 - Essential for emergency communications
 - Ensures interoperability with regional response agencies
 - Addresses technology lifecycle and reliability concerns

Brush 51 (Cab and Chassis Replacement)

- **Replacement Year:** 2033
- **Estimated Cost:** \$60,000
- **Notes:** Existing brush bed will be transferred to new cab and chassis
- **Justification:**
 - Cost-effective approach by reusing existing components
 - Maintains wildland response capability
 - Aligns with fleet plan guidance on maximizing equipment value

Engine 51 (Structure Engine Replacement)

- **Replacement Year:** 2039
- **Estimated Cost:** \$650,000 – \$1,500,000
- **Justification:**
 - Frontline response apparatus
 - Replacement aligns with 15–20 year lifecycle standards
 - Avoids excessive maintenance costs and reliability issues

Ladder Truck (Aerial Apparatus Replacement)

- **Replacement Year:** 2028
- **Estimated Cost:** \$1,800,000

Justification:

- Increasing building size and vertical construction within the City
- Current commercial and multi-family developments
- Anticipated future growth requiring aerial access capability
- Essential for elevated rescue, fire attack, and firefighter safety

Funding Strategy (Ladder Specific):

- Community Project Funding (CPF) grant
- Coordination with Representative Blake Moore
- Supplemental city funding and/or financing

Note:

The Fire Department will return to City Council with a **separate request specifically for ladder truck funding approval.**

Funding Strategy:

Consistent with the City Fleet Management Plan, funding will be structured using multiple sources:

- **Grants:**
 - Community Development Block Grant (CDBG) – applicable to multiple equipment categories
 - Community Project Funding (CPF) – ladder truck
- **City Funding:**
 - Capital Improvement Plan (CIP) allocations
- **Loans/Financing:**
 - Lease-purchase agreements
 - Municipal financing options

This approach ensures:

- Financial flexibility
- Reduced impact on the General Fund
- Alignment with long-term capital planning

D. Fiscal Impact:

- Planned capital expenditures distributed over time
- Opportunity to offset costs through grant funding
- Reduced long-term maintenance and repair costs
- Avoidance of emergency replacement expenses

The Fleet Management Plan supports proactive funding strategies to ensure sustainability and cost control.

E. Department Review:

The Fire Department has reviewed this plan and determined it aligns with:

- Operational needs
- Safety requirements
- City fleet replacement policy

Alternatives:

A. Approve the Request:

- Allows structured and proactive replacement
- Maintains safety and operational readiness
- Positions the City to secure grant funding

B. Deny the Request:

- Increases risk of equipment failure
- Higher long-term costs
- Potential safety concerns
- Reduced service capability

C. Continue the Item:

- Delays replacement schedule
- Increases costs due to inflation
- Risks loss of grant opportunities

Action Items Requested:

City Council is requested to:

1. **Approve the capital replacement schedule** outlined in this report
2. **Authorize funding strategies**, including:
 - Grants (CDBG and CPF)
 - Loans/financing
 - City funding
3. **Authorize purchases up to thresholds** identified in the Heavy Equipment Plan
4. **Support ongoing grant application efforts**
5. Acknowledge that **ladder truck funding will return as a separate action item**

5-Year CIP Summary (2027–2031)

| Fiscal Year | Equipment | Estimated Cost | Funding Source |
|--------------------|-----------------------------|-----------------------|------------------------------|
| 2027 | None Scheduled | — | — |
| 2028 | Ladder Truck Replacement | \$1,800,000 | CPF, City Funding, Financing |
| 2029 | None Scheduled | — | — |
| 2030 | None Scheduled | — | — |
| 2031 | SCBA Packs and Fill Station | \$175,000 | CDBG, City Funding, Grants |

Long-Range CIP Outlook (2032–2039)

| Fiscal Year | Equipment | Estimated Cost | Funding Source |
|--------------------|----------------------------|------------------------------------|---------------------------------|
| 2032 | Motorola Radios | \$95,000 | CDBG, City Funding, Grants |
| 2033 | Brush 51 (Cab and Chassis) | \$60,000 | CDBG, City Funding, Grants |
| 2039 | Engine 51 Replacement | \$650,000 – \$1,500,000 | Grants, City Funding, Financing |

2021/24 Rosenbauer Timberwolf

In 2024, the city purchased a Rosenbauer Timberwolf engine at a cost of \$599,000, with a significant portion of the purchase funded through a federal grant. This apparatus currently serves as the primary frontline engine for all fire suppression and medical response calls within the city, making it a critical component of daily emergency operations.

The expected service life of the engine is 15 to 20 years. Based on this lifecycle, the projected replacement year is 2040/44. Planning for replacement within the capital replacement plan ensures the city can maintain reliable emergency response capabilities, manage long-term costs, and continue to leverage grant opportunities when available.

| Equipment Type | Vehicle # | Current miles/hours | Replacement yr. / Priority | Replacement \$ | Annual O&M \$ | Fleet Management Plan Justification: | 15 Yrs. Of service | 100,000 miles | Increase O&M | Major repairs | Notes | Plan |
|-------------------------------|-----------|---------------------|----------------------------|----------------------------|---------------|---|--------------------|---------------|--------------|---------------|-------|---------|
| 2021/24 Rosenbauer Timberwolf | E51 | 14,570 | 2039/#6 | \$650,000.00\$1,500,000.00 | \$10,000 | Following set guide lines for replacment plan | | | | | | Replace |



New: \$599,000.00 Used: Demo

2002 Pierce Dash 100 Foot Platform

Ladder 51, a 2002 Pierce Dash platform, has reached the end of its planned 25-year service life and should be included in the capital replacement plan. As the apparatus continues to age, critical components are beginning to fail more frequently, increasing maintenance costs and the risk of out-of-service time. In addition, replacement parts for this model are becoming increasingly difficult to obtain due to obsolescence, resulting in longer repair times and reduced reliability.

Ladder 51 remains a frontline, mission-critical apparatus essential for firefighter safety, elevated rescues, and fire suppression operations. Replacing the ladder truck in accordance with the established lifecycle plan ensures operational readiness, maintains compliance with safety expectations, and reduces long-term costs associated with keeping an aging and unreliable apparatus in service

2002 Pierce Dash 100 Foot Platform

| Purpose: | Fire Suppresion for large structure building with in Washington Terrace City. | | | | | | | | | | | |
|----------------|---|---------------------|----------------------------|----------------|---------------|--------------------------------------|--------------------|---------------|--------------|---------------|-------|------|
| Equipment Type | Vehicle # | Current miles/hours | Replacement yr. / Priority | Replacement \$ | Annual O&M \$ | Fleet Management Plan Justification: | 25 Yrs. Of service | 100,000 miles | Increase O&M | Major repairs | Notes | Plan |

| | | | | | | | | | | | | |
|-----------------------|-----|--------|-----------|-------------|---------|---------------------|---|--|---|---|--|---------|
| 2002 | L51 | 152446 | 2028 / #1 | 1.8 Million | \$5,000 | 20 years of service | x | | x | x | | Replace |
| 100 Foot Ladder Truck | | | | | | | | | | | | |



2023 Ford F550

Brush 51 was placed into service in 2023 using Community Development Block Grant (CDBG) funding. The project included the purchase of a brand-new Ford F-550 chassis, with the existing water tank and brush bed remounted onto the new chassis, extending the operational life of the apparatus in a cost-effective manner.

Based on a projected 10-year service life for the remounted configuration, replacement is anticipated in 2033. At that time, replacement would include a new chassis and a new brush bed with an integrated slide-in unit to ensure continued reliability, firefighter safety, and effective wildland and interface response capabilities.

| Equipment Type | Vehicle # | Current miles/hours | Replacement yr. / Priority | Replacement \$ | Annual O&M \$ | Fleet Management Plan Justification: | 10 Yrs. Of service | 100,000 miles | Increase O&M | Major repairs | Notes | Plan |
|------------------------|-----------|---------------------|----------------------------|----------------|---------------|--|--------------------|---------------|--------------|---------------|-------|------|
| 2023 Ford F550 Chassis | B51 | 850 | 2033 / #5 | \$60,000.00 | 2K | Replace in 2033to follow replace place cycle | 2033 | | | | | |





Scott Revolve Air SCBA Fill Station

Scott SCBA fill station/compressor was purchased in 2016 using the CBDG grant. The fill station and compressor is used to maintain the SCBA's will clean air to be used during a fire or hazmat call.

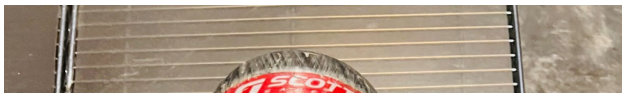
| Equipment Type | Vehicle # | Current miles/hours | Replacement yr. / Priority | Replacement \$ | Annual O&M \$ | Fleet Management Plan Justification: | 15 Yrs. Of service | 100,000 miles | Increase O&M | Major repairs | Notes | Plan |
|-------------------------------------|-----------|---------------------|----------------------------|----------------|---------------|---|--------------------|---------------|--------------|---------------|-------|------|
| Scott Revolve Air SCBA Fill Station | | | 2031#3 | \$90,000.00 | 1,500 | NFPA recommends the replacement of SCBA Fill Stations and SCBA every 2 cycles of NFPA | | N/A | X | | | |

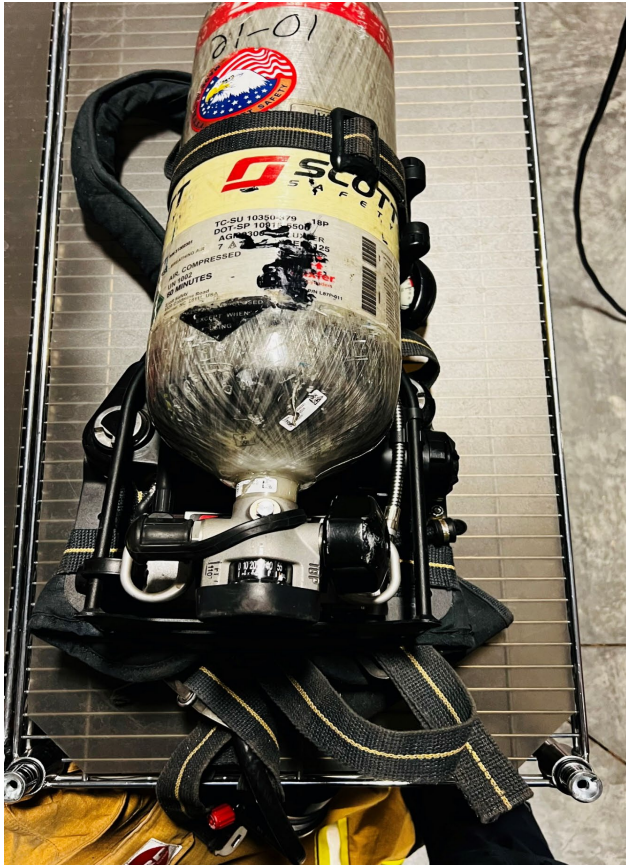


Scott SCBA Packs

Scott SCBA Packs were purchased in 2016 using the CBDG grant. The SCBA's are used during structure fires and Hazmat incidents to maintain safe breathing air for firefighters.

| Equipment Type | Vehicle # | Current miles/hours | Replacement yr. / Priority | Replacement \$ | Annual O&M \$ | Fleet Management Plan Justification: | 15 Yrs. Of service | 100,000 miles | Increase O&M | Major repairs | Notes | Plan |
|------------------|-----------|---------------------|----------------------------|----------------|---------------|--|--------------------|---------------|--------------|---------------|---|------|
| Scott SCBA Packs | N?A | N/A | 2031#2 | \$ 85,000.00 | \$1,500 | NFPA recommends to replace every two cycle changes on NFPA | | | | | Well maintained. Low maintenance for the amount of use. | |





| Motorola Radios System | | | | | | | | | | | | |
|--|-----------|---------------------|----------------------------|----------------|---------------|--|--------------------|---------------|--------------|---------------|-------|------|
| Radios were purchased in 2023 using the CDBG grant all new radios were purchased at that time. | | | | | | | | | | | | |
| Equipment Type | Vehicle # | Current miles/hours | Replacement yr. / Priority | Replacement \$ | Annual O&M \$ | Fleet Management Plan Justification: | 10 Yrs. Of service | 100,000 miles | Increase O&M | Major repairs | Notes | Plan |
| Motorola Radios System | N/A | N/A | 2032/#4 | 95,000.00 | \$0 | Replace 10 years after purchase to maintain up today current equipment | | | | | | |



