

City of Washington Terrace

Minutes of a Regular City Council meeting Held on April 17, 2026

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

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 - excused
Finance Director Shari' Garrett
Fire Chief Clay Peterson
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:

- Fire Department Heavy Equipment Capital Replacement Plan

Hanson stated that the Building Fees were adjusted based on the work session conversation at the last meeting. They will be presented at the regular meeting.

Fire Department

Chief Peterson stated that he re-vamped how the Department administers the equipment replacement plan. He stated that replacement is based upon age, maintenance, funding options, usage, mileage, among other factors.

Chief Peterson stated that the funding is not available for the ladder replacement in 2027, and it has been pushed out to 2028. He stated that building a unit takes around 3-5 years.

Chief stated that a good percentage of Fire Equipment has been awarded through grants. He stated that the future grant funding is unsure at this time.

Chief Peterson explained that a ladder truck is necessary due to the tall story buildings that are coming into the city. He stated that the ladder will function the same regardless of bells and whistles. He stated that the Capital Improvement Plan (CIP) will go before Council tonight for approval to move ahead and funding options will be decided later on through the plan. Hanson stated that the intent is to put place markers on replacement equipment so that a strategic funding plan can be discussed. He stated that at this time funding options have not been discussed beyond grants.

Garrett stated that the five-year plan has been built into the budget document so that there is a plan. She

46 stated that there is a plan, however, the timeframes of some of the equipment and dollar amounts have
47 changed so much necessitate the plan to come before Council at this time.

48 Chief Peterson stated that a new apparatus has coverage included. He stated that buying a used apparatus
49 comes with unknowns and risks. Chief Peterson stated that he built inflation into his projections. Chief
50 Peterson stated that it depends on Council as to how old an apparatus can be for used purchase.

51
52 Chief Peterson confirmed that Council would be approving the plan priorities, not the funding or purchase
53 of the equipment.

54 Garrett stated that the items are essential items, not “nice to have”. She stated that grant or no grant, the
55 items will need to be replaced. She stated that Council agreeing to the five-year plan, she can start building
56 it into the plan and can begin advising Council on how to fund the items. She stated that the decisions today
57 will set us up for the future. She stated that these are marching orders for her. She stated that approval is not
58 locking Council into anything, but the plan will be used as a guiding tool as to how to plan the funding.

59
60 Chief Peterson stated that the wear-and-tear on equipment can be very costly. He stated that there is a 20-25
61 life span on a ladder truck. He stated that our current 2002 ladder truck was bought used. Garrett stated that
62 we purchased the truck in 2015 for \$220,000.

63
64 Chief Peterson stated that the five-year CIP summary shows the ladder truck to be replaced in 2028, and the
65 SCBA is scheduled for 2030. He stated that the radios are scheduled to be replaced in 2032. He stated that
66 the skid unit can be taken off and put onto a new chassis platform in 2033. He stated that there are too many
67 variables to go out any further.

68
69 Garrett stated that she may not be prepared to make a recommendation in the coming months on the ladder
70 truck, however, she feels confident that she should be able to make recommendations on the other items in
71 the plan. Garrett stated that the buy in on the five-year plans give her the marching orders to build them into
72 the budget or see if we need to go out for other types of funding.

73
74

75 Law Enforcement

76 Hanson stated that there was an internal audit done at the County. He stated that the County Commissioners
77 will be reducing the number of officers in the general fund by four units and the Sheriff will be increasing
78 theirs by six. He stated that the Commission is set on the reduction, and they do not seem interested that the
79 audit report was not completed and was not recommended to be used for planning purposes.

80 Hanson stated that he should receive the preliminary numbers from the Sheriff tomorrow and anticipates
81 that the numbers will be a little softer than before. He stated that it may be a 22 percent Truth in Taxation
82 increase. Hanson stated that he reached out to Riverdale and will reach out to Ogden to see if they want to
83 take care of our law enforcement needs.

84 Hanson stated that there are benefits to being a contract city and taking advantage of all of the services. He
85 stated that we receive a lot of services for our money. Council Member Zishan stated that he recognizes the
86 benefit that we receive from the County, but he stated that their pay schedule may become too unaffordable.

87
88 Mayor Allen stated that they met with the School District today on percentage of payment for School
89 Resource Officers (SRO). Hanson stated that we are asking the District to pay 100 percent of the 70 percent
90 of the time the SRO are in session. Hanson stated that we are not asking them to pay for the time the officers
91 are not in school. Hanson stated that the School District does not want to pay their full freight. He stated that

92 the District is not interested in moving the funding to the general fund.
93 Hanson stated that the contract entities pay the freight for SRO's. He stated that the residents will pay either
94 way, either through our TNT or the School District TNT. Hanson stated that essentially all property tax is
95 paying for law enforcement.

96
97 Hanson stated that we are moving forward in preparation with the numbers that we currently have.
98 Garrett stated that we are preparing for Truth in Taxation Process. She stated that the start date has been
99 pushed up this legislation session. Garrett stated that the 22 percent spoken of earlier is based off the 2025
100 assessed value calculation. She stated that it is based off the February numbers from the Sheriff. She stated
101 that she believes that the final tax increase will be plus or minus 3 percent. She noted that we do not receive
102 our certified rates until late June. She stated that we will be using estimates going through the process.

103
104 Council Member Parkinson asked if we could look at our budget and determine what we can cut to help with
105 the numbers. She stated that there are some things that don't make a difference in the budget.

106 Council Member Zishan stated that the economy is bad right now. He suggested taking the \$600,000 that
107 we will receive in October from the sale of the city property to buy us time in lieu of raising taxes this year
108 . Garrett stated that one-time monies will compound the ongoing cost. She stated that the cost will continue
109 to rise and within three years we will be three years behind.

110 Council Member Zishan stated that we could use some of the monies to buy us time to cover this year and
111 have a plan for next year. Mayor Allen stated that the County Commission has been kicking the can down
112 the road and now we have a problem. He stated that we knew this outcome was coming for two years and
113 have been planning. He stated that the Commission raised the amount more than was discussed.

114 Council Member Parkinson asked if the \$600,00 can be used for fire equipment. Garrett stated that the
115 Council earmarked the funds for parks and we have leveraged some of those funds against grants.
116 She stated that the earmark can be moved. She stated that we are in the phases of the budget season and
117 would like to work on bringing back some more information.

118
119
120
121
122
123
124
125
126
127
128
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
181
182
183
184

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 - excused.
Finance Director Shari' Garrett
City Recorder Amy Rodriguez
City Manager Tom Hanson
Lt. Sean Endsley, Weber County Sheriff

OTHERS PRESENT:

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**

Item 5.1 is approved by general consent.

6. CITIZEN COMMENTS

There were no citizen comments.

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**

Garrett stated that the resolution addresses the direction from Council to change the base fee to eliminate the reinspection fee. She stated that staff are proposing for the fee to reflect the total actual service cost. She stated that the reinspection or no-show fee is new, and it is proposed at \$50.00.

Garrett stated that the specialized inspection is an inspection that is required by law to have a minimum of two inspections. Council Member Zishan stated that we have not increased our fees in over two decades. He stated that he understands that \$47.00 is under cost but would rather implement the fees in phases as to not overburden people with dumping major fee changes upon them.

Council Member Zishan asked if a surrounding city comparison was completed. Garrett stated that the Building Inspector spoke on surrounding cities at the work session, but was unsure if he had

185 communicated the results in writing. Council Member Zishan asked to table the item for more discussion.
186 Mayor Allen stated that he recognizes the concern that the fees are higher and he considered a phase in of
187 the fee as an option as well, but he understands that we have not raised fees in over 20 years. He stated that
188 kicking the fees down the road will compound the issue. Council Member West stated that the fees are not
189 affecting all residents, just those who are using the service. He stated that he doesn't know how we could
190 phase in an increase because someone putting on a roof this year will not be paying a fee next year. He
191 stated that the residents using it next year will have a higher price so it would be the same concern next
192 year. Council Member Zishan suggested a four-year phase in approach.
193 Mayor Allen stated that his idea of phasing is a two-year approach.
194 Garrett stated that staff are looking at the data so that the programs cover the cost of the service being
195 used. She stated that staff follow Council Priorities to remain fiscally responsible. She noted that Council
196 directed staff to find ways to pay for specialized services by having the resident using the service pay for
197 the cost of that service and not have other residents subsidize their service.
198 She stated that a lot of the permits are pulled through contractors, however, some residents pull their own
199 permits. She stated that we could put a notice out to inform residents.

200
201 Garrett stated that the fees that are being considered are for "over the counter" types of permits, not new
202 construction. Council Member West stated that he likes the idea of postponing the effective date to give
203 people notice to plan. Council Member West stated that we cannot continue to subsidize, however, he
204 would like to postpone until August.
205 Council Member Parkinson stated that if the fees are not covered by people using the service, all residents
206 will be taking on the responsibility of paying for the service through taxes. She stated that she is hesitant
207 to agree to wait on implementation. She stated that the reality is that approximately 99 percent of the
208 residents do not know these fees exist until they go to get their permit.
209 Garrett stated that the fee schedule can go into effect at a date of Council's choosing.
210 Council Member Zishan asked for a work session to discuss the city comparison information and review
211 the fee suggestions.

212

213

214

215

216

217

218

219

220

221

222

223

224

225

226

227

228

229

230

**Motion by Council Member Zishan
Seconded by Council Member Parkinson
To table the resolution 26-03
For further discussion through a work session
Approved (4-0)**

A tentative work session is scheduled for after the meeting on April 21st pending completion of the city comparison report.

8. NEW BUSINESS

8.1 PRESENTATION: FIRE DEPARTMENT QUARTERLY REPORT

Chief Peterson stated that the department still has 32 percent of calls going to nursing homes. He stated that he has seen a large increase in wildland and grass fires due to the dry and hot season. Chief Peterson stated that Council could consider options for fireworks and fire prohibition this year. He stated that we cannot legally ban fireworks throughout the entire city, but areas can be discussed and no-fire bans can be put in place. He stated that no smoking outside of cars or homes could be a consideration. Chief Peterson stated that there is a 5K this Saturday and it will affect Ridgeline avenue and Golden West

231 Credit Union.
232 Chief Peterson stated that there will be an Emergency Preparedness Fair on May 2nd from 10:00-2:00 at the
233 West Stake. The Fire Department will be participating in the Fair.

234
235 **8.2 DISCUSSION/MOTION: APPROVAL OF THE FIRE DEPARTMENT MAJOR**
236 **BUDGET ITEMS 5 YEAR CAPITAL REPLACEMENT PRIORITY PLAN**

237 Chief Peterson stated that he is asking for approval of the five-year capital plan replacement plan which
238 was discussed in the work session and is explained in the packet so that we can put place markers in the
239 budget and strategize funding options moving forward.
240 Council Member West stated that the plan was discussed earlier at the work session and wanted to note to
241 those not in attendance that the first replacement item is not due until 2028.

242
243 **Motion by Council Member West**
244 **Seconded by Council Member Parkinson**
245 **To approve the Fire Department Major Budget Items**
246 **Five Year Capital Replacement Priority Plan**
247 **Approved unanimously (4-0)**
248

249
250 **9. COUNCIL COMMUNICATION WITH STAFF**

251 Council Member Davidson stated that Grava did a great job with the Easter Egg Hunt and appreciates all
252 the hard work in organizing the event.

253
254 Council Member Zishan stated that Victory Park looks open and looks great. Hanson stated that the
255 Ribbon Cutting Ceremony will be held on April 15th at 6:00 p.m.

256
257 Council Member Parkinson also expressed appreciation to Grava and his team, plus the Bonneville
258 Students who helped fill the eggs for the event. She stated that it is a very well attended event and
259 appreciated the great job of the kind Easter Bunny.

260 Council Member Parkinson stated that residents are concerned with water conservation and reminded staff
261 to be mindful with our city water use. Hanson stated that he wants to make sure that people do not use
262 their culinary to water the lawn until the secondary water comes on.

263
264 Council Member West stated that there were a lot of people enjoying Victory Park and agreed that it
265 looked great.

266
267 **10. ADMINISTRATION REPORTS**

268 Hanson stated that he and Grava expressed appreciation to the RAMP Board. He stated that the RAMP
269 grant funding is a county wide effort. He stated that we are fortunate to have a clean application process to
270 make better projects as a result of the funding pulled from the entire county.

271
272 Hanson stated that the Public Works Shop is open 7:00am-3:30pm for Green Waste drop off through
273 April. He stated that the curbside pickup service is April 20-24th. Hanson stated that the Rohmer Park
274 Spring Cleanup service project will be on April 25th.

277
278
279
280
281
282
283
284
285
286
287
288
289
290
291
292
293
294
295
296
297
298
299
300
301

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

**Motion by Council Member Parkinson
Seconded by Council Member Davidson
To adjourn the meeting
Approved unanimously (4-0)
Time: 6:49 p.m.**

Date Approved

City Recorder

.+