

# City of WASHINGTON TERRACE *Utah*

## Regular City Council Meeting

Tuesday, May 5, 2026

5249 South 400 East

Washington Terrace, UT 84405

801.393.8681

[www.washingtonterrace.gov](http://www.washingtonterrace.gov)

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[www.youtube.com/@WashingtonTerraceCity](http://www.youtube.com/@WashingtonTerraceCity)

### INTELLECTUAL PROPERTY PERMISSION NOTICE

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1. **WORK SESSION** **5:00 P.M.**
  - 1.1 **PRESENTATION/DISCUSSION: FY 2026-27 TENTATIVE BUDGET AND FY 2028-31 BUDGET PLAN**

A presentation of the FY 2026-27 Tentative Budget and FY 2028-2031 Budget Plan. Topics to include, but not limited to: Governmental Services (tax supported services, non-utility services); Major Budget Priorities, Revenue and Expenditure estimates and consolidated fee schedule.
2. **ROLL CALL** **6:00 P.M.**
3. **PLEDGE OF ALLEGIANCE**
4. **WELCOME**
5. **CONSENT ITEMS**
  - 5.1 **APPROVAL OF AGENDA AND APRIL 21, 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."
7. **NEW BUSINESS**
  - 7.1 **PUBLIC NOTICE/STATEMENT: THE EXECUTIVE OFFICER OF WASHINGTON**

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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.

**TERRACE CITY INTENDS TO STATE IN THE PUBLIC MEETING THAT THE TENTATIVE BUDGET PROPOSAL FOR FISCAL YEAR 2026-27 INCLUDES A PROPOSED TAX RATE INCREASE**

The Executive Officer intends to make a statement that the tentative budget includes a tax rate increase. The statement will also include the approximate percentage of ad valorem tax revenue and percentage increase generated by the tax increase. The Executive Officer intends to state the purpose of the tax revenue increase and what it will be used for. The Executive Officer will state that the city will provide notice of and conduct a public hearing at which members of the public will have an opportunity to provide comments on the proposed tax rate increase

**7.2 PRESENTATION: PROPOSED PROPERTY TAX IMPACT SCHEDULE**

The Fiscal Year 2026-27 Tentative budget will be presented with a proposed tax rate increase. A Property Tax Impact Schedule will be presented and made available to the public.

**7.3 PRESENTATION/MOTION: TO ADOPT THE FISCAL YEAR 2026-27 TENTATIVE BUDGET**

State law requires that the tentative budget be reviewed, considered, and adopted by the governing body and may be amended or revised prior to its final adoption. A public hearing to consider public comment on the tentative budget will be held on May 19,2026. The Fiscal Year 2026-27 Tentative Budget will be presented with a proposed tax rate increase.

**7.4 DISCUSSION/MOTION: APPROVAL OF THE MASTER DEVELOPMENT AGREEMENT TO ALLOW FOUR ATTACHED TOWNHOME UNITS, WITH THE EXISTING RESIDENCE TO REMAIN, AT 445 WEST 5100 SOUTH**

A public hearing will be held on April 30,2026, during the Planning Commission to hear comments in favor and opposed to the application. The action includes the Master Development Agreement and project specific standards.

**8. COUNCIL COMMUNICATION WITH STAFF**

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

**9. ADMINISTRATION REPORTS**

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

**10. UPCOMING EVENTS**

May 19<sup>th</sup> : City Council Work Session (5:00 p.m.) City Council Meeting (6:00p.m.) followed by RDA

May 25<sup>th</sup> : City Offices closed in observance of Memorial Day

May 28<sup>th</sup>: Planning Commission Meeting 6:00 p.m. (Tentative)

June 2<sup>nd</sup>: City Council Work Session (5:00 p.m.) City Council Meeting (6:00 p.m.)

June 12-13<sup>th</sup>: Terrace Days!!!

June 16<sup>th</sup>: City Council Meeting (6:00 p.m.)

June 19<sup>th</sup>: City Offices closed in observance of National Freedom Day (Juneteenth)

June 25<sup>th</sup> Planning Commission Meeting (tentative)

**11. ADJOURN THE MEETING**

**12. REDEVELOPMENT AGENCY MEETING (Immediately following the Council Meeting)**

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# City of Washington Terrace

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**Minutes of a Regular City Council meeting**  
**Held on April 21, 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  
Finance Director Shari' Garrett  
City Recorder Amy Rodriguez

**OTHERS PRESENT:**

**1. WORK SESSION 5:00 P.M.**  
**1.1 PRESENTATION/DISCUSSION: FY 2026-27 TENTATIVE BUDGET AND**  
**FY 2028-31 BUDGET PLAN**

Garrett reviewed the foundation to which the budget is based. She stated that the Major Budget Items were discussed at the work session last week.

Garrett stated that the budget schedule is more rigorous this year, as the legislative process has changed for Truth-in-Taxation. She reviewed the schedule, highlighting new procedures.

Garrett stated that there will be a public information component concerning Truth-in-Taxation. The city will use social media, city websites, and podcasts. Garrett stated that there will be a public information meeting with Q&A in July. Garrett stated that the property valuation notices will be sent out in July by mail.

Garrett stated that we would need to do a Truth-in-Taxation this year even with the lower Sheriff Contract amount so that we can be sustainable throughout the years. She noted that not having a T-n-T this year will compound the issue next year. She stated that the increase in the percentage of the tax raise may be down to the single digits if the increase for Law Enforcement is lower than previously stated. Garrett stated that it would be advisable to have a small increase each year. She stated that this can be a topic for a future date.

Garrett reviewed the economic assumptions from 2025. She noted that tariffs were of high interest last year. She then compared the assumptions to this year, noting that the assumptions are very similar. She noted that she will continue to watch current events (gas prices, geopolitical conflicts, inflation etc.) and see how they affect the economic assumptions and adjust from there.

46 Garrett reviewed the underlying assumptions used to form the budget. She stated that we are at less than  
47 one percent in sales tax growth, noting that it is basically flat. Her assumption from the indicators that she  
48 is receiving is showing low to moderate sales tax growth.

49 Garrett stated that the grant outlook is strong at the local level, however, uncertain at the federal level.

50 Garrett stated that taking on the Ogden Valley Court may help with new ongoing revenue.

51 Garrett noted that the Southeast RDA investment will be seen in 2027.

52 Garrett stated that investment returns will decline.

53 Garrett stated that the user fees for Utility Rates will increase due to the increase in the rate and not  
54 Increase in users.

55

56 Garrett stated that our contracts have built-in cost increases in which we do not have any control. She  
57 stated that levels of service are costs that we can control and noted that Council should be mindful of the  
58 levels of service that we are offering or may want to offer. Garrett stated that there are increased costs  
59 with increased levels of service rather than just maintaining the level.

60 Garrett stated that there is an increase in demand for Park Services, stating that there are costs involved  
61 when a new park or feature is put into place.

62

63 Garrett noted that technology cost changes are showing up in the budget due to increased levels of service  
64 with information output.

65

66 Garrett stated that high market volatility and economic uncertainty are driving the economic assumptions.  
67 She stated that she is not overly reactive but is keeping an eye on issues.

68 She stated that wage inflation has been tempered. Garrett stated that we want to see economic  
69 expansion that brings a net benefit back to the city.

70

71 Garrett stated that our contingency reserves are adequate, noting that the contingency balances are  
72 expected to decline over the years. She stated that it is a planned reduction in reserves. She  
73 stated that we will be investing in streets, parks, and fire equipment. She stated that this is by design.  
74 She stated that the reserve plan will remain in the adequate range in the five-year plan because it is a  
75 planned reduction.

76

77 Garrett reviewed the SWOT (strength, weakness, opportunities, and threats).

78 She stated that financial planning is one of our strengths.

79 She stated that the low growth in the city is considered a weakness. She stated that new ongoing costs are  
80 also challenging, noting that increasing levels of service increase costs.

81 Garrett stated that we have been able to maximize our grant opportunities, which is an opportunity. She  
82 noted that we should be mindful not to become overly reliant on grant funding because if it goes away it  
83 could be considered a threat.

84 Garrett stated that our investment earnings is another opportunity to fund one-time projects.

85 Garrett stated that the new addition of the OVC court revenue is an opportunity.

86

87 Garrett stated that unfunded mandates are a real threat. She stated that some are indirect (police services),  
88 while others are direct (Central Weber Sewer). Garrett stated that technological risks can be a threat as  
89 well.

90

91 Garrett presented the utilities city comparison chart, noting that will follow up on the topic during the  
92 Utilities discussion in a few weeks. Garrett noted that we are on the lower end of the rate chart and have  
93 stayed moderate and comparable. She noted that the overage usage fee structure may put someone in the  
94 higher range of the chart.

95  
96 Garrett presented a property tax comparison chart as of 2025. She stated that some of the entities are part  
97 of the fire district. She stated that our property tax is moderate when compared to the other taxing entities.

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99 Garrett stated that the tentative budget will be presented at the first meeting in May.

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142 **City of Washington Terrace**

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144 **Minutes of a Regular City Council meeting**  
145 **Held on April 21, 2026**  
146 **City Hall, 5249 South 400 East, Washington Terrace City, Utah**  
147

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

149 Mayor Mark C. Allen  
150 Council Member Anna Davidson  
151 Council Member Zunayid Z. Zishan  
152 Council Member Cheryl Parkinson  
153 Council Member Jeff West  
154 Council Member Michael Thomas  
155 Public Works Director Jake Meibos  
156 Finance Director Shari' Garrett  
157 City Recorder Amy Rodriguez

158  
159 **OTHERS PRESENT:**

160 Kirt Freeland, Brett Reece  
161  
162

163 **2. ROLL CALL**

**6:00 P.M.**

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165 **3. PLEDGE OF ALLEGIANCE**

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167 **4. WELCOME**

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169 **5. CONSENT ITEMS**

170 **5.1 APPROVAL OF AGENDA AND APRIL 7, 2026, COUNCIL MEETING MINUTES**  
171 **AND APRIL 14, 2026, COUNCIL WORK SESSION MINUTES**

172 It was noted that clarification language was added to the work session minutes.

173 Item 5.1 approved by general consent.  
174

175 **6. SPECIAL ORDER**

176 Special orders will proceed as follows: Chair introduction of item, staff/applicant presentation, questions by Council,  
177 Chair opens public hearing, citizen input; Chair closes public hearing, then Council final discussion.  
178

179 **6.1 PUBLIC HEARING: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**  
180 **SECOND PUBLIC HEARING TO HEAR CITIZEN INPUT CONCERNING THE**  
181 **PROJECT THAT WAS AWARDED UNDER THE 2026 COMMUNITY**  
182 **DEVELOPMENT BLOCK GRANT PROGRAM**

183  
184 **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC HEARING:**

185 **Mayor Allen opened the public hearing at 6:04 p.m.**

186  
187 Mayor Allen opened the second public hearing for the CDBG program. Mayor Allen stated that  
188 this hearing was called to allow all citizens to provide input concerning the project that was  
189 awarded under the 2026 Grant Year Community Development Block Grant Program.

190  
191 The City has amended its capital investment plan and decided to apply for funds on behalf of the  
192 500 West Trenchless Sewer Rehabilitation Project located on 500 West between 4800 South and  
193 4400 South.

194  
195 The Mayor introduced Amy Rodriguez as Grant Manager and Jake Meibos as the Project Manager.

196  
197 The Mayor explained that the application was successful in the regional rating and ranking process  
198 and The 500 West Sewer Rehabilitation Project was awarded \$215,795 of the total project cost of  
199 \$350,886.

200 The Mayor explained the project to those in attendance. The project consists of rehabilitation of  
201 1735 linear feet of a 12-inch concrete sewer main located on 500 West in between 4800 South and  
202 4400 South.

203  
204 The Mayor then asked for any comments, questions and concerns from the audience.  
205 The only question came from Council Member Parkinson who asked if the streets will be impacted.  
206 Meibos stated that there would not be any digging or tearing up of the road.

207  
208 The Mayor stated that copies of the capital investment plan are available if anyone would like a  
209 copy.

210  
211 There were no more comments and the hearing was adjourned.

212  
213 **Mayor Allend closed the Public Hearing at 6:08 p.m.**

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216 **7. CITIZEN COMMENTS**

217 There were no citizen comments.

218  
219 **8. NEW BUSINESS**

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221 **8.1 MOTION: APPOINTMENT OF PLANNING COMMISSIONER**

222 Mayor Allen asked for the consideration and consent of Council to appoint Kirt Freeland as Planning  
223 Commissioner. Mayor Allen stated that he interviewed the three applicants who applied. He stated that he  
224 will keep the other two applications on file for future openings, noting that they were all excellent  
225 candidates.

226 **Motion by Council Member West**  
227 **Seconded by Council Member Thomas**  
228 **To appoint Kirt Freeland as Planning Commissioner**  
229 **For a four-year term**  
230 **Approved unanimously (5-0)**

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**8.2 DISCUSSION/MOTION: APPROVAL TO AWARD THE CONSTRUCTION CONTRACT FOR 2026 STREET MAINTENANCE PROJECTS**

Meibos stated that the bids were very competitive this year. Meibos stated that the Street Maintenance Projects consist of asphalt repairs, slurry seal, chip seal, and striping. He stated that some of the roads are going to change and have a tighter feel. He stated that some of the roads will include shoulders on the road to slow down traffic. He stated that 5600 South is one of the roads that will include the new striping. He stated that Ridgeline will also be striped for mixed use. Meibos stated that the lowest responsible bidder was Staker Parsons for \$335,469. Meibos stated that he is very comfortable with Staker Parsons, as we have worked with them before. Meibos stated that he does not have a project schedule as of yet, but the projects will be completed before the fall, noting that the striping will be the last item. Meibos stated that there will be some asphalt replacement in a section of 375 East. Meibos stated that the work on 5600 South does not include any utilities and should not affect the construction of the new building.

**Motion by Council Member Parkinson  
Seconded by Council Member Davidson  
To award the Construction Contract for the 2026  
Street Maintenance Projects  
To Staker Parson  
Approved unanimously (5-0)**

**8.3 MOTION/ RESOLUTION 26-04: APPROVAL OF THE MUNICIPAL WASTEWATER PLANNING PROGRAM REPORT**

Meibos stated that the report must be completed annually and submitted to the Department of Water Quality. He stated that the report is a breakdown of our sewer system, funding, and operations. He stated that the state uses the information to determine what type of funding and education may be needed within the state for wastewater systems.

**Motion by Council Member Thomas  
Seconded by Council Member Parkinson  
To approved Resolution 26-04  
Approving the Municipal Wastewater Planning Program Report  
Approved unanimously (5-0)  
Roll Call Vote**

**8.4 PRESENTATION: ANIMAL CONTROL QUARTERLY REPORT**

South Ogden Animal Control officer Brett Reece outlined the process for barking dog complaints, noting that most of the time the barking resolves itself. Council Member Parkinson asked what types of calls fall under the “calls for service” category on the report. Reece stated that they are mainly comprised of phone customer service and not necessarily house calls. Reece stated that the patrols at Rohmer Park have been going well. He stated that he has spoken to several residents concerning leashing their dogs. He stated that there is not much he can do about owners who do not pick up after their dogs. Mayor Allen stated that the dog bag stations are to be kept stocked. He stated

277 that the upcoming Dog Park may help with the situation. He noted that the dog park would be fenced.

278

279 **8.5 PRESENTATION: SHERIFF OFFICE QUARTERLY REPORT**

280 Lt. Endsley presented the report, stating that there have been adjustments to pay and staffing this year. He  
281 stated that the pay adjustments went into effect in January, noting that it has helped the department to  
282 recruit and retain employees. He stated that competitive pay has contributed to higher quality applicants  
283 overall. Lt. Endsley stated that the staffing crisis started in 2023, noting that the retention rate for  
284 applicants decreased each year. He stated that they have hired 9 employees this year and they are still  
285 active with the department. Lt. Endsley stated that most of the new employees over the past several years  
286 are still active within the department. He noted that this shows that the pay adjustment helps with the  
287 retention of officers, as well as lateral moves from other departments.

288

289 Lt. Endsley stated that the finalization of the budget adjustment occurred this morning and stated that there  
290 will be a net gain of 6 officers. He stated that the contract staffing has not kept up with the population  
291 growth over the last 10 years. He stated that the overall goal of increasing staffing is to match the demand  
292 for service, allow for proactive enforcement, and increasement of levels of service to contract cities.

293

294 **9. COUNCIL COMMUNICATION WITH STAFF**

295 Council Member Davidson stated that the Victory Park opening was fun and thanked everyone who  
296 attended.

297 Council Member Parkinson stated that she is looking forward to having information in the newsletter  
298 concerning the construction of the Overland West building so that residents will be informed about the  
299 project.

300 Council Member Parkinson expressed her appreciation to Martin Nish for his great work that he is doing  
301 with Code Enforcement. She stated that a resident came to her with questions and she was able to speak to  
302 Nish about it which resulted in the concern being addressed. Council Member Parkinson stated that the  
303 city has great personnel who are able to help residents when they have comments and questions.

304

305 Council Member Thomas asked if there is any way to have a crosswalk on 100 East and Ridgeline for the  
306 children crossing for school. Mayor Allen stated that he and Meibos are looking into a crosswalk by  
307 Victory Park as well. Meibos stated that the city can put crosswalks where we feel that they are needed.  
308 He stated that he would work with the Sheriff Office on locations. Mayor Allen suggested that signs be put  
309 up when new crosswalks are striped.

310

311 **10. ADMINISTRATION REPORTS**

312 There were no Administration reports.

313

314 **11. UPCOMING EVENTS**

315 April 30<sup>th</sup> : Planning Commission Meeting 6:00 p.m.

316 May 5<sup>th</sup> : City Council Work Session (5:00 p.m.) and City Council Meeting ( 6:00 p.m.)

317 May 5<sup>th</sup> : RDA Meeting following the regular meeting

318 May 19<sup>th</sup> : City Council Work Session (5:00 p.m.) City Council Meeting (6:00p.m.)

319 May 25<sup>th</sup> : City Offices closed in observance of Memorial Day

320 May 28<sup>th</sup>: Planning Commission Meeting 6:00 p.m. (Tentative)

321

322 **12. ADJOURN THE MEETING**

323 **Motion by Council Member Thomas**

324 **Seconded by Council Member David**  
325 **To adjourn the meeting**  
326 **Approved unanimously (5-0)**  
327 **Time: 6:42 p.m.**

328  
329 Council Adjourned into a Work Session.

330  
331 **13. WORK SESSION (Immediately following the regular meeting)**

332 Topics to include; but are not limited to: Building Permit Inspection Fees

333  
334 Mayor Allen stated that Council assigned staff to give a cost as to what it actually costs to issue a building  
335 permit.

336 He stated that we need to be fiscally responsible to charge that amount to the residents that use the service  
337 and not pass the cost on to others through the General Fund. He stated that the comparison report shows  
338 that other cities use different measures to determine their permit fees.

339 He stated that he is on the mindset to charge the fees as presented.

340  
341 Garrett stated that cities approach fees differently, noting that their cost recovery processes are different,  
342 and their timeline for fee studies are different. She stated that it is hard to compare with other cities due to  
343 their processes.

344  
345 Council Member Zishan thanked Garrett for the comparison chart. Garrett stated that one way to bring  
346 costs down could be to be more efficient within our system. She stated that she looked through the  
347 processes and data provided to her and did not see anything that stood out that could be more efficient to  
348 drive down costs. Garrett stated that having the once internal position become a contracted service  
349 highlighted that realization that we were not even covering the cost of the service with our fees.

350  
351 Council Member Zishan stated that the city is a “not-for-profit” organization. He stated that we provide  
352 services to citizens in the most cost-effective way. He questioned if Council really want to stay with the  
353 process of cost recovery. Council Member Davidson stated that we cannot provide the service at a deficit  
354 because we are being charged by the contractor. Council Member Zishan stated that we have not increased  
355 the fee in 24 years and understands that we need to increase our price. He suggested having a base fee and  
356 then add on charges if the permit requires re-inspections. He stated that he feels that the proposed increase  
357 is too high of a jump. Council Member Zishan stated that we can revisit the fee schedule next year.

358  
359 Council Member Davidson stated that the complex inspections should be higher than the base fee.

360 Council Member West stated that some of the cities in the comparison base their fees on the valuation of  
361 the project. Garrett stated that a tier system would adjust itself through inflation with the valuation of the  
362 project. She noted that there is not a direct link between valuation and cost to the city.

363 Mayor Allen stated that he does not want to pay the Building Official more than what we bring in through  
364 fees.

365 Council Member Parkinson stated that we want to be fiscally responsible in covering our costs but stated  
366 that she does not want to be making money off the fees, as we are a not-for-profit organization. She asked  
367 if the proposed increased fees are to recover our cost or recover our cost “plus”. Garrett stated that a city  
368 cannot charge fees in excess of actual cost. Council Member Zishan stated that some of the other cities are

369 not taking cost recovery into account.

370

371 Council Member Thomas stated that \$65-\$75 for the base fee is fair, with the higher inspection fees for  
372 roofing and HVAC as listed. Council Member West stated that there should be a base fee across the board,  
373 with added fees for more complex inspections. Garrett stated that some of the cost breakdowns include the  
374 technology that allows us to take forms online. Council Member West stated that the base fees should be  
375 simplified to consider the smaller costs like technology, phone calls, and permit issues and that cost should  
376 be a standardized amount on top of the current \$47.00 fee.

377 Garrett noted that our permits must be issued by a licensed building official (Beacon) and are not issued by  
378 the front-office staff.

379

380 Council Member Davidson stated that it seems weird to her to have odd amounts as the fee amount. She  
381 stated that she believes that some projects are higher risk than others and should be charged accordingly.

382

383 Council Member Zishan stated that he feels that we are making the fee way too complicated. He stated that  
384 we should have a standard fee that averages out at the end of the day.

385 Council Member West agreed that we cannot continue to subsidize the service and realizes that the cost  
386 must increase. He questioned how we can soften the increase. He stated that he believes building permits  
387 should be charged per usage and not subsidized by other residents. Council Member Zishan stated that the  
388 city chose not to have an inspector on our payroll and believes that this is a basic service that all cities  
389 provide. He suggested that we could increase the base fee and then keep track of what the cost is at the end  
390 of one year to see if we need to adjust the cost next year.

391

392 Council Member West stated that we do not have the data to determine what projects would fit into a tier  
393 system. He stated that there should be an opportunity for a resident to do a minor home improvement with  
394 the ability to have an inspection.

395 Council Member Zishan suggested looking at how many permits we have had over the last year to  
396 determine a clear picture of how much we are subsidizing.

397

398 Council would like more information before it is put back on the agenda. They agreed that it should be  
399 within this budget cycle.

400

401 The work session adjourned at 7:29 p.m.

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Date Approved

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City Recorder

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## City Council Staff Report



**Author:** Amy Rodriguez

**Subject:** Statement of City Intent to Announce the Proposed Budget has a Proposed Tax Rate Increase

**Date:** 05/05/26

**Type of Item:** Statement

**Summary Recommendation:** Statement to be read aloud at the Council Meeting by City Executive Officer ( City Manager, Tom Hanson )

### Description:

- A. **Topic:** Per state code regarding Truth-In-Taxation new processes, an entity must have a separate item on it's agenda where the Tentative Budget is first presented to Council, that the Executive Officer intends to state that the city is considering a tax rate that exceeds the certified tax rate, the approximate dollar amount, the approximate percentage increase, reason for increase, and that if the city proceeds with the proposed tax rate increase, the city will hold a public hearing for public comment on the proposed increase.
  
- B. **Background:** The Code was updated during the 2026 Legislative Session to include this requirement.

### AGENDA ITEM STATEMENT: (to be read by Executive Officer for item 7.1)

"In accordance with State Code 59-2-919, I am formally stating that the Tentative Budget that will be presented tonight includes a proposed tax rate increase. The City is considering levying a tax rate that exceeds Washington Terrace's certified tax rate. The approximate dollar amount of this increase is **\$98,100**. Based on this proposed tax rate increase, the approximate percentage increase in ad valorem tax revenue is **7.3%**.

The Purpose of the additional ad valorem tax revenue that would be generated by the proposed tax increase **is to fund contractual increases for law enforcement services entered into with Weber County Sheriff's Office**. It will be used for **law enforcement services**.

If the City proceeds with the proposed tax rate increase, the City will provide notice of and conduct a public hearing as required at which members of the public will have an opportunity to provide comments on the proposed increase."

# WASHINGTON TERRACE CITY, UT

## Proposed Property Tax Impact Schedule

WASHINGTON TERRACE CITY will consider an increase to its property tax rate from **0.001667** to **0.001799** (estimated) to generate an additional \$98,100. The following information is intended to provide decision makers and the public with an explanation of how the City's operations would be affected if the proposed property tax increase is adopted.

WASHINGTON TERRACE CITY'S Current Property Tax Rate	0.001667
WASHINGTON TERRACE CITY'S Current Property Tax Revenue	\$1,350,283
Proposed Revenue with Tax Change	\$1,448,383
<b>New Property Tax Revenue to WASHINGTON TERRACE CITY</b>	<b>\$98,100</b>

Estimated Increase to WASHINGTON TERRACE CITY Property Tax Rate      7.3%

Estimated Increase to a primary residence of \$409,000	\$29.61
Estimated Increase to a business valued at \$409,000	\$53.83

<u>Affected</u> <u>Department</u>	<u>Proposed</u> <u>Budget</u>	<u>Budget without Tax</u> <u>Change</u>	<u>Budget</u> <u>Change</u>
Police	\$1,300,314	\$1,202,214	\$98,100

**Impact of Tax Increase** - To fund contractual increases for law enforcement services entered into with the Weber County Sheriff's Office.

# MEETING THE DEMAND FOR PUBLIC SAFETY

## Why a Sustainable Funding Increase is Needed

To improve the response times and the safety levels our community expects, we are proposing a sustainable funding increase to support additional law enforcement officers.



### KEY FACTS ABOUT THE PROPOSED INCREASE



Property tax increase of 7.3%



Generate \$98,100 specifically to support the need for additional officers.



The increase will go directly to law enforcement and nothing else.



The investment supports the Washington Terrace portion of 10 additional officers to the contract cities. This increase supports the overall officer pool that services Washington Terrace.



The city participates in a contract with 10 other entities who contract with Weber County Sheriff for law enforcement services.



This investment will support additional officers and improve proactive policing.

### ESTIMATED ANNUAL IMPACT ON TYPICAL PROPERTY



Primary Residence  
Valued at \$409,000

Estimated Increase: **\$29.61**



Business  
Valued at \$409,000

Estimated Increase: **\$53.83**

Affected Department	Proposed Budget	Budget without Tax Change	Budget Change
Police	\$1,300,314	\$1,202,214	\$98,100

For less than the average monthly internet bill, we can collectively improve service levels with a comparative monthly increase of only \$2.47.

#### FOR MORE INFORMATION

See the city web page at [www.washingtonterrace.gov](http://www.washingtonterrace.gov)  
For more information

MAYOR AND COUNCIL 2026

**City Council  
 Staff Report**

**Author:** Tyler D. Seaman

**Subject:** Public Hearing: Consideration of a recommendation to the City Council for approval of an In-Fill Overlay Zone and Master Development Agreement to allow four attached townhome units, with the existing residence to remain, at 445 West 5100 South.

**Date:** 4/23/2026

<b>Project</b>	Harvest Pointe Townhomes - Infill Development Agreement Review	<b>File/Parcel</b>	07-066-0090
<b>Applicant</b>	Harvest Pointe Townhomes LLC	<b>Address</b>	445 West 5100 South
<b>Request</b>	Recommendation on approval of the remaining Chapter 17.10 in-fill development requirements for Parcel 07-066-0090, including the Master Development Agreement and project-specific development standards for four attached townhome units while the existing residence remains.		
<b>Existing Zoning / GP</b>	R-1-6/ R-1-6 with Infill Overlay	<b>Type of Item</b>	Legislative recommendation to City Council on the remaining in-fill ordinance approvals
<b>Staff Recommendation</b>	Forward a recommendation of approval to the City Council, subject to the conditions listed in this report and subject to revision of the submitted Development Agreement so it reflects that the overlay zone has already been approved.		
<b>Primary Issue</b>	The overlay zone has already been approved. The remaining action is whether the submitted Development Agreement and project standards adequately satisfy the balance of Chapter 17.10 for this parcel.		

**Staff note:** Because the overlay zone was previously approved, the public hearing and recommendation should be framed around the remaining Chapter 17.10 approvals, not a new overlay zone action. Any

ordinance, agreement, and agenda language should be conformed accordingly.

**A. Topic**

Consideration of a recommendation to the City Council regarding the remaining in-fill development approvals for Parcel No. 07-066-0090 at 445 West 5100 South. The overlay zone for the parcel was approved previously. The current action concerns the Master Development Agreement and the project-specific standards necessary to complete the Chapter 17.10 legislative process for four attached townhome units while retaining the existing single-family residence on the parcel.

**B. Background**

The submitted Development Agreement describes the property as Parcel No. 07-066-0090, located at 445 West 5100 South, and states the project consists of four attached townhome units fronting 5100 South while the existing home and accessory structures remain on the parcel.

The adopted Washington Terrace Infill Property Map identifies Parcel 07-066-0090 as an eligible in-fill parcel. The density exhibit prepared for the application shows the subject parcel at approximately 1.15 acres, with surrounding qualifying residential development averaging 5.3 units per acre, rounded to 6 units per acre, resulting in an approved density calculation of 6.9 units, rounded to 7 units. The exhibit states the proposal is for 5 total units on the parcel, which is within that calculation.

Based on the applicant's clarification through the City process, the overlay zone itself has already been approved at prior meetings. Staff has therefore revised this report to focus only on whether the remaining ordinance components are acceptable and ready for recommendation to the City Council.

**C. Analysis**

Staff finds that the remaining request is generally supportable, but the submitted packet should be revised so the agreement and related approval language match the posture of the case. The key review items are summarized below:

Code Section	Review Topic	Status	Staff Comment
17.10.020/17.10.050(2)	Eligible parcel on adopted infill map	Meets	Parcel 07-066-0090 is shown on the City's adopted infill property map as an eligible infill parcel.
17.10.050(4)(c)	Density calculation	Meets	The density exhibit shows 5 total units on the parcel against a calculated allowance of 7 units.
17.10.060(2)-(4)	HOA / CC&Rs / escrow	Needs condition	The agreement references future CC&Rs and maintenance concepts, but final approval should be conditioned on City review of the CC&Rs and completion of any required

			escrow or improvement security documents.
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In addition, staff recommends that the final ordinance and staff motion language avoid suggesting that the Planning Commission is reconsidering the overlay zone itself. The cleaner approach is to recommend approval of the remaining Chapter 17.10 requirements for the already-approved in-fill overlay parcel, subject to revisions and conditions.

The existing home remaining on the parcel should also be consistently described in the agreement, site plan, and any ordinance findings so the record is clear that the approval is for four new townhome units plus the retained existing residence, for a total of five residential units on the parcel.

**D. Fiscal Impact**

The proposal should generate standard application, review, permit, inspection, and utility-related fees in accordance with City policy. Any public improvement, escrow, or security requirements should be finalized prior to building permit issuance and recorded as applicable.

**E. Department Review**

- Planning: Supportable, subject to revisions described in this report and consistency with the previously approved overlay zone action.
- Engineering / Public Works: Final review required for access, curb/gutter/sidewalk modifications, drainage, utilities, and any encroachment permits.
- Fire / Life Safety: Final site and building review required for apparatus access, hydrant coverage, addressing, and code-compliant building permits.
- City Attorney: Final review recommended for the Development Agreement, CC&Rs, easement language, conveyance language, liability protections, and approval form.

**Alternatives**

**A. Approve the Request** Forward a positive recommendation to the City Council for approval of the remaining Chapter 17.10 in-fill development requirements for Parcel 07-066-0090, subject to the conditions below.

**B. Deny the Request** Recommend denial if the Planning Commission finds the remaining Master Development Agreement and project standards do not adequately satisfy Chapter 17.10 or do not provide enough information for final legislative action.

**C. Continue the Item / Impact** Continue the item to allow the applicant to revise the Development Agreement, parking exhibit, height information, and related approval language so the packet accurately reflects the prior overlay approval and the remaining ordinance actions still required.

**Recommended Conditions of Approval**

1. The Development Agreement shall be revised to reflect that the in-fill overlay zone for Parcel 07-066-0090 has already been approved and that the current legislative action concerns the remaining Chapter 17.10 approvals and project standards.
2. The final Development Agreement shall include or clearly incorporate all required Chapter 17.10.040 elements applicable to the project, including project standards, design standards, implementation and enforcement provisions, City protection language, and construction / escrow requirements.
3. Final plans and the agreement shall clearly document compliance with the 2-story / 35-foot height limitation in Chapter 17.10.050(4)(a)(v).
4. The site plan and agreement shall clearly provide code-compliant parking, including required guest parking, subject to staff, engineering, and fire review.
5. Final CC&Rs, easements, maintenance provisions, and any required escrow or security documents shall be reviewed and approved by the City prior to recordation or permit issuance, as applicable.
6. All final approvals shall remain subject to City engineering, fire, building, utility, and legal review, and to compliance with all other applicable City codes and standards.

### **Suggested Planning Commission Motion**

I move that the Planning Commission forward a recommendation of approval to the City Council for the remaining Chapter 17.10 in-fill development approvals applicable to Parcel No. 07-066-0090 at 445 West 5100 South, including the Master Development Agreement and associated project standards for four attached townhome units with the existing residence to remain, subject to the conditions stated in the staff report.

## DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (“Agreement”) is made and entered into this \_\_\_ day of \_\_\_\_\_, 2026, by and between WASHINGTON TERRACE CITY, a Utah municipal corporation of the State of Utah (“City”), and HARVEST POINTE TOWNHOMES LLC, a Utah limited liability company (“Developer”).

### RECITALS

WHEREAS, Developer has contract rights to certain real property located at 445 West 5100 South, Washington Terrace, Utah, identified as Parcel No. 07-066-0090 (the “Property”);

WHEREAS, the Property is located within the City’s Infill Zone in accordance with the *Washington Terrace Municipal Code* (the “Code”);

WHEREAS, the Property currently contains an existing single-family dwelling and accessory structures which shall remain;

WHEREAS, Developer proposes to construct four (4) attached Townhome Dwelling Units (the “Units”) fronting 5100 South together with associated site improvements (the “Project”);

WHEREAS, In addition to compliance with the other Code requirements, each Unit shall include two (2) car driveway spaces and an attached two (2) car garage;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties agree as follows:

#### 1. PROJECT APPROVAL AND COMPLIANCE

Development of the Project shall comply with the Code, specifically, the Infill Zone regulations, the approved Site Plan attached hereto as Exhibit B, incorporated herein by this reference, and all applicable building, fire, and engineering standards.

#### 2. PROJECT DESCRIPTION AND SETBACKS

Developer is authorized to construct four (4) Units with access from 5100 South Street, together with associated landscaping, utilities, drainage, and public improvements as shown on the Site Plan. The existing home and outbuildings shall remain. Set-backs shall conform to adjoining setbacks along 5100 South Street.

#### 3. PARKING

Each Unit shall provide a minimum of four (4) off-street parking spaces consisting of two (2) driveway spaces and one (1) attached two (2) car garage. No on-street parking is allowed.

#### **4. ACCESS FROM 5100 SOUTH**

Primary vehicular access for the Units shall be from 5100 South Street. Any modifications to curb, gutter, or sidewalk requires approval from the City Engineer in accordance with the applicable Public Works Standards and Technical Specifications along with an Encroachment Permit approved by the City's Public Works Director.

#### **5. ACCESS AND FUTURE CONVEYANCE ALONG EAST PROPERTY LINE**

##### *A. Future Conveyance of 25-Foot Strip*

Developer agrees that a twenty-five foot (25') wide strip of land located along the east property line of Parcel No. 07-066-0090 (the "East Access Strip") shall be deeded to the Owner of adjacent Parcel No. 07-066-0028 in anticipation of future development of said Parcel. The precise legal description shall be determined by survey and approved by the City Engineer prior to conveyance.

##### *B. Reservation of Access Easement for Existing Residence*

At the time of conveyance of the East Access Strip, Developer shall reserve a perpetual, non-exclusive Access Easement benefiting the existing residence located on Parcel No. 07-066-0090. The Access Easement shall provide vehicular and pedestrian access, shall run with the land, and shall be recorded at the Office of the Weber County Recorder along with a recorded copy of the same provided to the City.

##### *C. Maintenance*

Maintenance responsibilities for the East Access Strip following conveyance shall be determined by the Covenants, Conditions and Restrictions (the "CC&Rs") for the Units applicable to the respective Property owners.

#### **6. PUBLIC IMPROVEMENTS AND FEES**

Developer shall construct all required Public Improvements in accordance with the applicable Public Works Standards and Technical Specifications adopted by the City and pay all applicable fee, including, but not limited to: land use application fees, impact fees, building and permit fees, inspection fees, and utility connection fees required by Code.

#### **7. TERM**

This Agreement shall remain in effect for five (5) years from the date of execution unless extended by mutual written agreement.

#### **8. RECORDATION**

This Agreement and its accompanying CC&Rs shall be recorded at the Office of the Weber County Recorder and shall run with the land.

**SIGNATURES**

WASHINGTON TERRACE CITY

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

HARVEST POINTE TOWNHOMES LLC

By: \_\_\_\_\_

Title: \_\_\_\_\_

**EXHIBIT A**

Legal Description of Parcel No. 07-066-0090

PART OF NORTHWEST QUARTER OF SECTION 17, TOWNSHIP 5 NORTH, RANGE 1 WEST, OF THE SALT LAKE BASE AND MERIDIAN. BEGINNING AT A POINT LOCATED SOUTH 00D42'52" WEST 2651.59 FEET ALONG THE WEST LINE OF SAID NORTHWEST QUARTER TO THE SOUTH LINE OF SAID NORTHWEST QUARTER AND ALONG SAID SOUTH LINE SOUTH 89D13'46" EAST 513.91 FEET AND NORTH 00D51'44" EAST 328.83 FEET FROM THE NORTHWEST CORNER OF SAID NORTHWEST QUARTER; RUNNING THENCE SOUTH 83D02'38" WEST 65.31 FEET; THENCE SOUTH 78D08'39" WEST 29.19 FEET; THENCE SOUTH 22D46'49" WEST 33.42 FEET; THENCE SOUTH 34D49'57" WEST 26.55 FEET; THENCE NORTH 86D30'41" WEST 26.54 FEET TO THE EAST LINE OF THE LANE SUBDIVISION; THENCE ALONG SAID EAST LINE NORTH 00D51'44" EAST 370.13 FEET TO THE SOUTH RIGHT OF WAY LINE OF 5100 SOUTH STREET; THENCE ALONG SAID SOUTH RIGHT OF WAY LINE SOUTH 89D16'47" EAST 147.00 FEET; THENCE SOUTH 00D51'44" WEST 303.37 FEET TO THE POINT OF BEGINNING. [NOTE: BECAUSE THE DESCRIPTION OF RECORD DID NOT CONTAIN AN AREA FOR THIS PARCEL THE AREA FOR THIS PARCEL WAS CALCULATED BY THE RECORDERS OFFICE FOR TAX PURPOSES.] [NOTE: A DIVISION OF PROPERTY TOOK PLACE ON THIS PARCEL WITHOUT WRITTEN AUTHORIZATION AS REQUIRED BY UCA TITLE 10, CHAPTER 9a, PART 6.

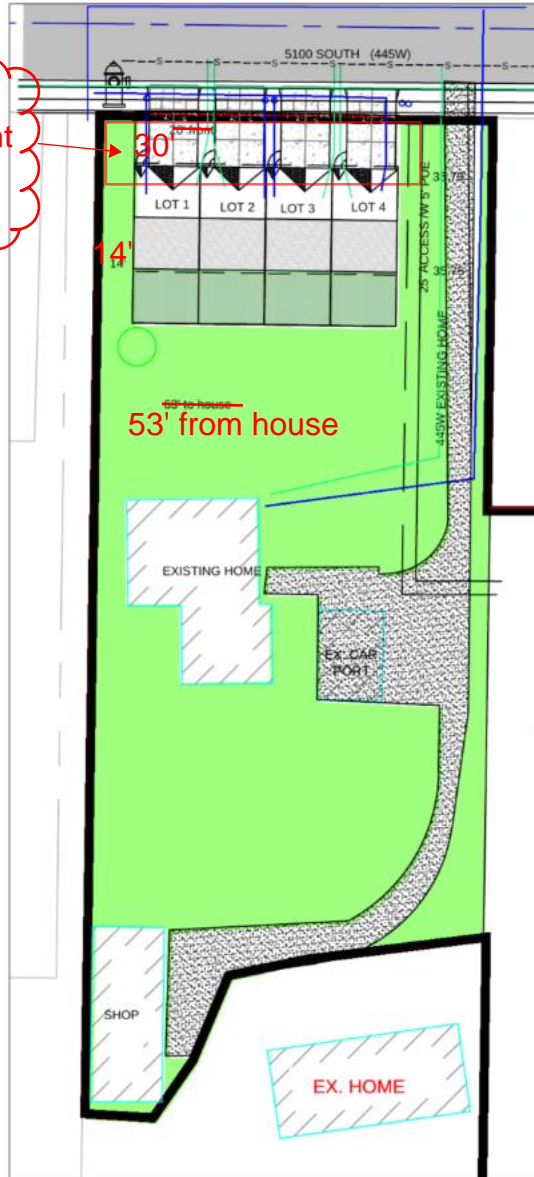
EXHIBIT B

Approved Site Plan

HARVEST POINTE TOWNHOMES - TWO

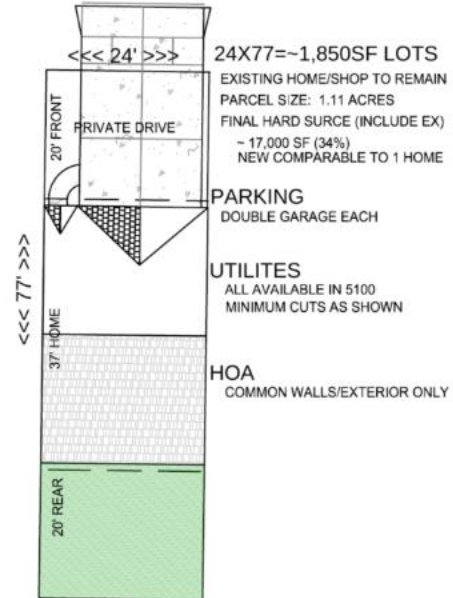
MATT McCONKIE, Harvest Pointe Townhomes LLC,  
1464 E. Ridgeline Dr. South Ogden

Setback shall be 30' based on front setback on 5100 south



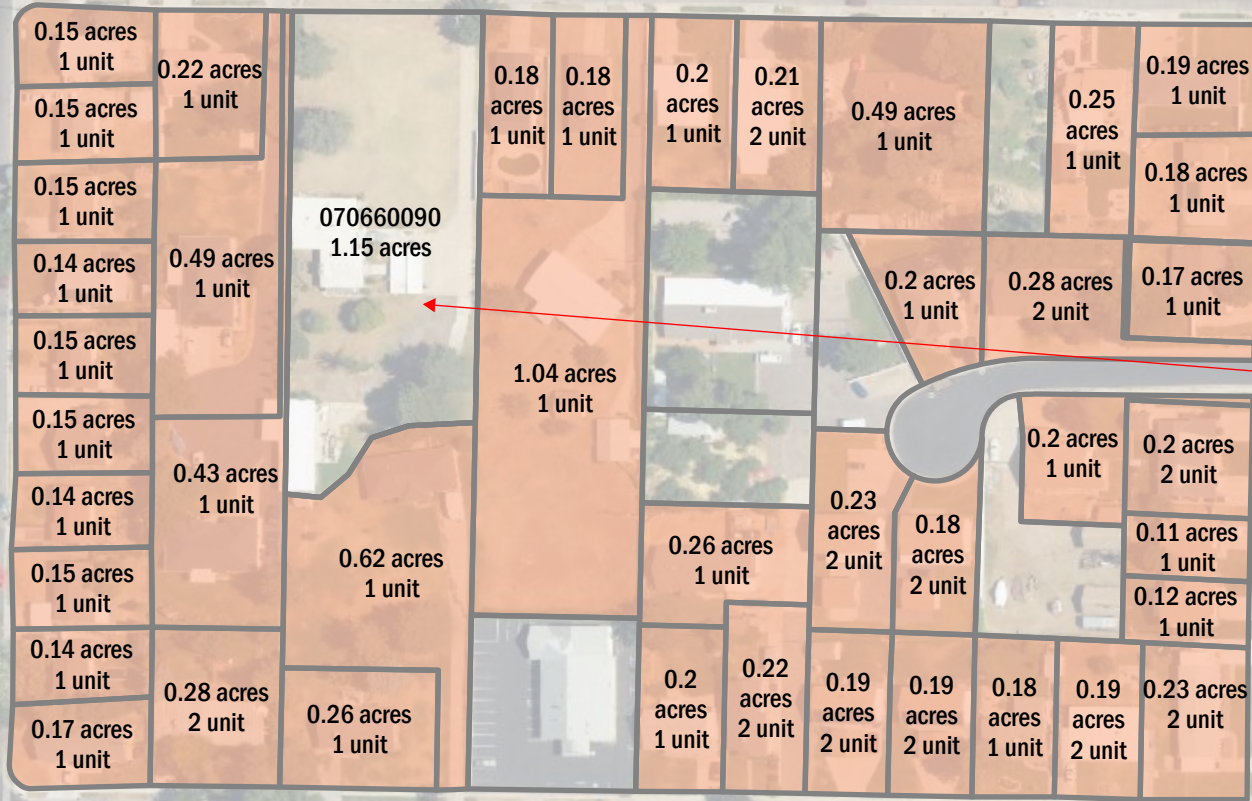
4 TOWNHOME LOTS

IN FILL ORDINANCE



# Density Calculation for Parcel 070660090

Proposal is for 5 total units on the parcel. This would be acceptable with the applicants request.



Total Residential Area:  
10 acres

Total Residential Units:  
53

Average Density per Acre: 5.3 [6]

Approved Density for Parcel 070660090:  
(1.15 acres x 6 = 6.9)  
[7] Units

\* Densities are rounded to the next highest whole number and are shown in brackets

- Weber County Parcels
- Residential Parcels



**City of Washington Terrace  
Redevelopment Agency Meeting  
Tuesday, May 5, 2026  
following the Regular City Council Meeting  
City Hall Council Chambers  
5249 South 400 East, Washington Terrace City**

As a public service, Council and Redevelopment Meetings are streamed on the City of Washington Terrace YouTube channel: [www.youtube.com@WashingtonTerraceCity](http://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. ROLL CALL**

**2. INTRODUCTION OF GUESTS**

**3. CONSENT ITEMS**

*Any point of order or issue regarding items on the Agenda or the order of the agenda need to be addressed here prior to the approval of the agenda.*

**3.1 APPROVAL OF AGENDA**

**3.2 APPROVAL OF MEETING MINUTES FROM OCTOBER 7, 2025**

**4. NEW BUSINESS**

**4.1 MOTION: APPROVE THE TENTATIVE BUDGET FOR FISCAL YEAR  
2026-2027**

**5. ADJOURNMENT OF MEETING: CHAIR ALLEN**

**CERTIFICATE OF POSTING**

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

For Packet Information, please visit our website at [www.washingtonterracecity.org](http://www.washingtonterracecity.org)

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**City of Washington Terrace**  
**Minutes of a Redevelopment Meeting**  
**Held on Tuesday, October 7, 2025**  
**Following the Regular City Council Meeting**  
**City Hall, 5249 South 400 East, Washington Terrace City, Utah**

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**BOARD MEMBERS AND STAFF MEMBERS PRESENT**

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Chair Mark C. Allen  
Board Member Jill Christiansen  
Board Member Zunayid Z. Zishan  
Board Member Cheryl Parkinson  
Vice Chair West  
Board Member Michael Thomas  
City Recorder Amy Rodriguez  
City Manager Tom Hanson  
Lt Sean Endsley, Weber County Sheriff

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**Others Present**

Jennifer

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**1. ROLL CALL**

**2. INTRODUCTION OF GUESTS**

**3. CONSENT ITEMS**

**3.1 APPROVAL OF AGENDA AND SEPTEMBER 16, 2025, MEETING MINUTES**

Item 3.1 was approved by general consent.

**4. NEW BUSINESS**

**4.1 DISCUSSION/DIRECTION: APPROVE THE USE OF FUNDS FROM THE SALE OF THE 5580 SOUTH ADAMS AVENUE PROPERTY FOR THE PARKS CAPITAL IMPROVEMENTS**

Hanson stated that Parks is one of the most challenging areas of the budget. He stated that it is hard to get money into the Parks fund for Capital Projects because it is not tax supported. Hanson stated that the funds from the sale of the 5580 South Adams Ave. Property are in the RDA waiting on significant completion of the building before they will be transferred to the General Fund.

Hanson stated that the funds are considered private donation and do not come from a tax base. Hanson stated that in order for us to plan accordingly for grants or matching funds for grants, staff would like direction from the Council to use the funds for future park use improvements. He stated that the Mayor has said that he will never support raising taxes for parks. Hanson noted that we could have the \$650,000 earmarked for parks capital projects.

47 Board Member Zishan stated that he understands that funding for park improvements has been  
48 challenging. He stated that considering the current economic circumstances and uncertainty, he  
49 does not feel comfortable putting all the funds in for parks. He stated that he would rather the  
50 funds be put into the general fund to be used for investment in the PTIF instead of holding on to  
51 it for park improvements.

52 Hanson stated that Little Rohmer Park is failing. He stated that the park will continue to implode  
53 on itself. Hanson stated that Wright Park is failing as well. He noted that Victory Park is failing,  
54 however, we may receive the funding from the CDBG grant once it is released. He stated that  
55 these are the parks that would be receiving the improvements, as well as the Phase 4 of the  
56 Rohmer Project. He noted that the funds are one time monies used for one time projects. Hanson  
57 stated that we need to have the funds available for the improvements or at some point the  
58 playgrounds will be taken away as equipment become faulty, noting that we would be at risk if  
59 we leave the equipment in the parks.

60 Board Member Zishan stated we are a broke city and his gut is telling him that we should hold  
61 on to the funds and not designate them for only parks. He stated that if something is important or  
62 needs immediate repair, that he is open to fixing the equipment. He stated that he is not in favor  
63 of putting the entire amount of the funds away for parks.

64 Board Member Parkinson asked for clarification, noting that she thought that RDA funds are to  
65 be used for encouraging building and economic development, as well as improvements in the  
66 business areas. Hanson explained that the City received the property as a donation years ago. The  
67 property was transferred to RDA through a contract that stipulated that the money from the sale  
68 was to be given back to the city to be put into the general fund to be used as the city wanted.  
69 Hanson stated that the reason for the transfer was to allow the RDA to work with a developer to  
70 come up with a project that the RDA could get behind. After it is determined that significant  
71 completion of the project would trigger the funds being transferred back to the city general fund.

72  
73 Chair Allen stated that Victory Park is a done deal and that now we are looking at the two parks.  
74 He stated that the entirety of the funds will not be spent within the next year, as we will be  
75 waiting on the projects until we can receive RAMP grant funding. He stated that the funds would  
76 be in the PTIF investment during that time.

77 Board Member Zishan that we may or may not have other things that we need to be done. He  
78 stated that he does not want to earmark the entire \$650,000 amount for parks, noting that if  
79 something needed is reasonable, the Council can vote and use the funds for a specific project.

80 Chair Allen stated that the funds can be earmarked for parks, and if it is needed for other projects  
81 that may arise, it can be transferred out and used for a project that may be more of a priority.

82 Hanson stated that the reason for the earmark is to help plan for the projects in the five-year plan.

83  
84 Hanson stated that he wanted to make it very clear that we are not a broke city at all. He stated  
85 that the city has excellent planning and vision. He stated that we have a sustainable budget vision  
86 and participate in opportunities to make sure that we are not broke. Hanson stated that staff  
87 works to get resources outside of the tax stream and that we are very diligent in the fact that we  
88 tax appropriately. Hanson encouraged Council to sit down with him and the Finance Director to  
89 go through the budget process.

90  
91 Board Member Parkinson stated that the city is not broke, but rather we spend within our means.

92 Board Member Zishan agreed, stating that might be a better phrase to use. He stated that he  
93 knows that during covid, some things were put on hold and employee raises were frozen and

94 things of the like. He stated that he doesn't want to run into a problem where we don't take care  
95 of people. He stated that he is not against using the funds for parks, but would rather that the  
96 funds were put into the general fund and could be used as needed. Board Member Parkinson  
97 stated that we could put a line item in the budget to authorize to use the funds as needed. Vice  
98 Chair West noted that the only revenue for Parks are taxes and we do not want to raise taxes. He  
99 stated that grants are a way to double our money and Council would have to approve to change  
100 or move funds for a grant application or match.  
101 Board Member Christiansen stated that this money is not taxed based and that is why it is  
102 special. She stated that it increases our leverage going into a grant because it is private money  
103 and we do not receive a lot of private donations. Board Member Christiansen stated that she likes  
104 the idea of earmarking for parks because we struggle with raising money for matches for parks.  
105 She noted that this seems wise to do with what we are hoping to achieve with the parks plan.  
106 Chair Allen stated that the funds could be put into the parks capital improvement and we could  
107 move it to another project in three years if we haven't used it all in parks, noting that we may not  
108 be able to use all of the money. Chair Allen stated that he also agrees with Board Member  
109 Zishan on his points, and stated that the funds will not be locked into parks improvement.  
110 Hanson agreed, noting that it gives the city a tool to plan for matching funds for projects and it  
111 can be moved out of the fund if needed elsewhere.  
112 Allen we will not be able to use all the money. Also agrees with z and it is not locked in the  
113 parks improvement. Hanson it gives us a tool to plan for matching funds for project.  
114 Board Member Thomas stated that larger cities are also taking advantage of grants for parks. He  
115 stated that over time, we might be spending a million dollars to fix our parks and we could be  
116 using half a million of this one time money to help.

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119 **Motion by Board Member Thomas**  
120 **Seconded by Board Member Christiansen**  
121 **To approve the use of funds from the sale of the**  
122 **5580 South Adams Avenue Property for the**  
123 **Parks Capital Improvements**  
124 **Approved (4-1)**  
125 **Board Members Christiansen, Parkinson, West, Thomas- AYE**  
126 **Board Member Zishan- NAY**  
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130 **5. ADJOURN MEETING**

131 **Motion by Board Member Parkinson**  
132 **Seconded by Board Member Thomas**  
133 **To adjourn the meeting**  
134 **Approved unanimously (5-0)**  
135 **Time: 7:18**  
136

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139 \_\_\_\_\_  
**Date Approved**

\_\_\_\_\_ **City Recorder**