

City of Washington Terrace

Minutes of a Regular City Council meeting

Held on May 19, 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 -excused
Council Member Cheryl Parkinson
Council Member Jeff West
Council Member Michael Thomas
City Treasurer Heidi Gerritsen
Public Works Director Jake Meibos
Finance Director Shari' Garrett
City Recorder Amy Rodriguez
City Manager Tom Hanson

OTHERS PRESENT:

None

1. WORK SESSION 5:00 P.M.

1.1 PRESENTATION/DISCUSSION: FY 2026-27 TENTATIVE BUDGET AND FY 2028-31 BUDGET PLAN

Garrett, Meibos, and Gerritsen gave an update on the software solution "Yoppify", which was rebranded to "City Alert", stating that it was a new budget item last year.

Meibos stated that the program is being utilized for digital means to notify residents for water shutoffs and emergency situations. He stated that it is being used for road closures, area construction notifications, shut-offs, water leaks and emergencies. He stated that the messaging is efficient and quick. Staff will send the Mayor and Council a test tomorrow to their phones so that they can see what residents receive.

Gerritsen stated that it has improved notifications to residents and enhances emergency notifications to large groups to increase awareness. She stated that 84 percent of residents can be reached by text, 81 percent by phone, 91 percent by email and 98 percent by phone. She stated that there is a 98 percent reachability for residents at this time. Gerritsen stated that the department is continually updating resident's accounts. Meibos stated that over the past five months, the Public Works Department has utilized this service five times, alerting residents on closures and disruptions. He stated that if it is determined that someone cannot be reached, a door hanger notification will be used when possible. Meibos stated that previous measures were put on facebook and the website, however, this did not always reach residents, especially if it is after hours. He stated that the program is an opt-out program, residents do not need to sign up.

46 Gerritsen stated that the Utility Billing Department has transitioned out of the orange door hangar
47 notification of water shut-offs. She stated that the city alert method is more practical and effective. She
48 stated that it makes best use of the Public Works Department time. Gerritsen stated that she can see if
49 residents have read their emails and she is notified if the messages are unsuccessful so that other methods
50 of notifications can be used.

51
52 Meibos stated that the program allows for two-way conversations with the residents through text or email.
53 Gerritsen stated that she has received feedback from residents and landlords. She stated that the landlords
54 like the improved notifications so that they can speak with their tenants in real time to make them aware of
55 situations occurring. Gerritsen stated that they have not received feedback from residents that they were
56 unaware of shut offs or planned water shut offs as they once had. Meibos stated that there are settings for
57 times to be sent, unless there is an emergency. In these cases, they can override the time. Council Member
58 Thomas asked if Council could also be included in the texts so that they are aware if residents contact
59 them.

60 Gerritsen stated that all property owners receive the notifications, and they are responsible for notifying
61 their residents. She noted that they have received positive feedback from landlords and residents. Meibos
62 stated that the application reduces time delivering door hangars, improves communications, enhances
63 emergency notifications, mainstreams the notices to specific groups, and allows for two-way
64 communication between staff and the residents. Gerritsen stated that tenants can sign up for text alerts and
65 email for newsletters and city disruptions. She stated that account specific notices can only go to the
66 property owner. Council Member West suggested that the sign-up information for renters should be
67 posted on social media and in the newsletter so that they are aware of the service. Council Member
68 Parkinson asked if this service is financially reasonable to run the program. Garrett stated that it is \$7,000
69 now, with yearly increase. She noted that we are only into it five months so that there is not enough data to
70 see if it is cost-saving but stated that efficiency has increased and she expects that this service will pay for
71 itself over time.

72
73 Garrett reviewed the budget schedule to Council. Mayor Allen stated that the public hearing tonight is only
74 on the tentative budget, and not the tax increase and offset. Garrett stated that the Enterprise Fund transfer
75 is required if the city does not charge itself for utilities that we use in the course of doing business. She
76 stated that if we charge ourselves, it would be a General Fund expense, making it a tax issue and not a
77 utility issue. Hanson stated that we are using the services without charging ourselves. Garrett noted that the
78 biggest chunk of the transfer is culinary water that we use. She stated that if we get to the point where we
79 will go over the capacity of our water that we own (1,000-acre feet), we will have to revisit this practice.
80 She stated that at this time we are using water within our capacity.

81
82 Garrett stated that utilities and governmental have overlap but are two separate entities.
83 She stated that one of strengths is our moderate utility user rates. She stated that low indebtedness is also
84 viewed as a strength as the amortization schedule is being paid down further each year.
85 She stated that there is a common measure of measuring indebtedness. She stated that the city is required
86 to charge a utility rate to service its debt at a minimum of 1.25 its rate. She stated that this is a
87 requirement, along with a requirement to charge utilities the cost of running the services.

88
89 Garrett stated that fewer customers to spread the cost around mean higher increases to customers that we
90 do have. She stated that the low growth is viewed as a weakness. Garrett stated that there is a direct
91 correlation between what you receive and what you pay for.

92 Garrett stated that utilities have a low reliance on grants, however, we do use them to lower burden on
93 residents when possible.

94
95 Garrett stated that the economy is a threat. She stated that wage inflation and the labor market, along with
96 service contracts should be tuned into as they have impacts within the city.

97
98 Waste Collection

99 Garrett stated that the contract with our contractor is increasing 4.7% plus the fuel recovery fee.

100
101 Hanson stated that we are on a wait and see on waste disposal, noting that there are two proposals to take
102 over the Weber County Transfer Station.

103
104 Culinary Water

105 Garrett stated that our wholesale water provider is increased by 14-15% and will stay in the double digits
106 for a long time. She stated that 3% has been added in for capital investments. She stated that personnel and
107 overhead has come down to the expected rate of 5%.

108
109 Sanitary Sewer

110 Garrett stated that the increase from Central Weber Sewer is 6%, which is moderate. She noted that the
111 personnel and overhead is back down to the moderate level of 3-5%.

112
113 Storm Water

114 Garrett stated that the biggest driver to the fund is for personnel and overhead, noting that we are required
115 by the state to have a storm water manager. She stated that the overall increase is between 3-4 percent.

116
117 Garrett stated that there will be a \$3.95 rate increase to the utility fees.

118 Garrett stated that the fee schedule graduates upward once a user uses more than 5,000 gallons.

119 Garrett stated that she will send out a notice explaining the increase to the utility rate.

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT

Mayor Mark C. Allen
Council Member Anna Davidson
Council Member Zunayid Z. Zishan - excused
Council Member Cheryl Parkinson
Council Member Jeff West
Council Member Michael Thomas
Finance Director Shari' Garrett
City Recorder Amy Rodriguez
City Manager Tom Hanson
Lt. Sean Endsley, Weber County Sheriff

OTHERS PRESENT:

Ulis Gardiner, K. Craynor

2. ROLL CALL

6:00 P.M.

3. PLEDGE OF ALLEGIANCE

4. WELCOME

5. CONSENT ITEMS

5.1 APPROVAL OF AGENDA AND MAY 5, 2026, COUNCIL MEETING MINUTES

Item 5.1 was approved by general consent.

6. CITIZEN COMMENTS

Ulis Gardiner stated that he noticed how green the grass is around City Hall. He stated that his grass is completely dead and wondered why the city can do things without the residents say. He suggested that Council should not raise taxes for a year, stating that the government just takes what they want from citizens without asking. He questioned how can anyone trust government after what happened in Brigham City. Mayor Allen stated that the city did not turn on any water for the parks until last Friday, the same as the residents had access. Gardiner stated that the garbage trucks have to fight to get through the narrow streets with all the cars parked on the streets and suggested that that the city have no parking on the streets on Wednesdays to make it easier for the trucks to get through.

7. RECURRING BUSINESS

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

7.1 MOTION/RESOLUTION 26-05: RESOLUTION ENTERING INTO A INTERLOCAL AGREEMENT WITH WEBER COUNTY FOR R.A.M.P GRANT FUNDING

Rodriguez stated that the Council approved the funding for the Pickleball Phase 4 Project with the application approval in January. The Resolution is a formal acceptance to receive the funding and terms of the RAMP Grant.

184 **Motion by Council Member Parkinson**
185 **Seconded by Council Member Thomas**
186 **To approve Resolution 26-05 to**
187 **Enter the Agreement with Weber County for**
188 **RAMP grant funding**
189 **Approved unanimously (4-0)**
190 **Roll Call Vote**
191

192 **7.2 MOTION/RESOLUTION 26-03: TO AMEND BUILDING PERMIT INSPECTION**
193 **FEES**

194 Hanson stated that staff presented the amended building inspection fees to Council a few weeks back to
195 consider full cost recovery for the permits. He stated that there has not been a change to the fee for over
196 two decades and felt that it was appropriate to look at the cost recovery approach as directed by Council
197 policy and priorities for fiscal responsibility.
198 Hanson stated that Council felt that some of the fees felt heavy and staff took the Council request to look
199 at the fees and see what could be scrubbed. Hanson stated that staff was able to look at a couple of
200 categories and cut the costs in half. Hanson stated that the ancillary building permit fees are varied as there
201 are varied rates of staff time and billable Building Inspector time.
202 He stated that there was a reduction of 50 percent.
203 Hanson stated that staff pulled fees that did not require a second inspection fee. He stated that if an
204 addition inspection is required, they would be billable.
205 Hanson stated that staff would like to present the new softer numbers for the fee schedule.
206 Hanson stated that he worked with Council Member West to review and come up with reasonable
207 accommodation for the fees. Council Member West stated that we may not be at 100 percent cost
208 recovery but feels that it is close. He stated that if something is a small project and not that complex, we
209 can absorb some of that initial processing/set-up and cost of issuance as a service that we provide as a city.
210 He stated that we will find out over time if we are at full cost recovery. He stated that they compared each
211 item individually. He stated that there is value in having a permit and inspection.
212 Mayor Allen stated that it is time to increase the fees as we have lost money over the years.
213 Council Member Parkinson stated that Council wants citizens to be at the fore thought of their processes.
214 She stated that the new fees are not 100 percent cost recovery but likes that we can evaluate how it turns
215 out over the year and adjust as needed. Mayor Allen stated that he feels that the fees are fair.
216 Hanson stated that this is not a service or process just for the city. He noted that it is actually a process for
217 the residents to protect the residents as the project is inspected and is up to code. He stated that residents
218 could be at risk if there are no permits with professional eyes on a project.
219 Hanson noted that the building inspection permit process is a value on both sides and protects the owner of
220 the project.
221

222 **Motion by Council Member West**
223 **Seconded by Council Member Davidson**
224 **To approve Resolution 26-03 to**
225 **Amend the Building Permit Inspection Fees**
226 **Approved**
227 **Roll Call Vote**
228
229

7.3 PRESENTATION: PROPOSED PROPERTY TAX IMPACT SCHEDULE

Hanson stated that the tentative budget will be presented with a proposed tax rate increase. He stated that the Impact Schedule is projected on the wall, printed out and available on the sign in table, and is presented on several places on our city website. He presented the Property Tax Impact Schedule:

Washington Terrace City will consider an increase to its property tax rate from 0.001667 to 0.00179 (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

New Property Tax Revenue to Washington Terrace City \$98,100

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

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

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

Hanson stated that if City proceeds with the tax increase, a public hearing will be conducted as required at which members of the public will have an opportunity to provide comments on the proposed increase.

8. SPECIAL ORDER

8.1 PUBLIC HEARING: FISCAL YEAR 2026-27 TENTATIVE BUDGET AND FISCAL YEARS 2028-31 BUDGET PLAN

Hanson stated that the tentative budget has been available on the city website for public review.

He stated that Council has been given the budget and has worked through the budget for several months.

Hanson stated that this public hearing is for the tentative budget and not the "carve out" of the budget for the tax increase.

Hanson stated the tentative budget is reflective of what has been presented to Council over the last several months.

Council Member Parkinson stated that the Council looks at their priorities and staff takes that into consideration. She stated that Council reviewed utilities and how they are reflected in the budget today at the Work Session. She stated that staff recognize the inflationary impact of all the different entities that the city is responsible for working with and noted that as residents are hit with inflationary costs, so is the city. Council Member Parkinson stated that we run a tight ship and look at the inflationary impact and plan for that. Council Member Parkinson stated that she appreciates Garrett's direction that she gives so that Council and the public can be clear on what is being proposed and stated that she appreciates the open-door policy

of staff when questions come through during the budget process.

Mayor Allen opened the public hearing at 6:25 p.m.

Ulis Gardiner asked why doesn't the city publish each employee and how much each employee makes and compare that to what residents make. He said that the city can join with Riverdale and get rid of all the top management and cut our expenses this way. He stated that Council comes to residents and takes whatever they want. He stated that we should join Riverdale where they have more sales tax so that the residents are not given tax increases.

There were no other public comments.

Mayor Allen closed the public hearing at 6:28 p.m.

Council Member West noted that the wages are available to the public and can be viewed on the Utah Transparency website.

8.2 PUBLIC HEARING: ENTERPRISE UTILITY FUND TRANSFER

Hanson stated that the city uses capacity within our utility services to allow the city to use utility services without charging ourselves. Hanson stated that the city pays for 1,000 acre feet of water each year and we use around 750 acre feet. He stated that we use the capacity within the parameters within that utility and others as explained. Hanson stated that we must go through a public hearing when using capacity within utility structure instead of charging ourselves and paying through general fund monies, noting that use of general fund for those purposes would be a tax generated. He clarified that the transfer does not refer to cash, only making the services available to general governmental operations.

Mayor Allen opened the public hearing at 6:32 p.m.

There were no citizen comments.

Mayor Allen closed the public hearing at 6:33 p.m.

9. NEW BUSINESS

9.1 DISCUSSION: DISCUSSION REGARDING THE WEBER COUNTY TRANSFER STATION

Mayor Allen stated that he has been on the Transfer Station committee for 12 years. He stated that the station does not make money on the service, but they try to break even, which they have done over past years. He stated that competition came into the loop a year ago. He stated that the Transfer Station has received two proposals (from Republic Services and Waste Management) to help with the Transfer Station. He stated that no final decision has been made but the preferred proposal has come from Waste Management to operate the Transfer Station as it is currently being operated. Mayor Allen stated that the county is currently working on contracts and leases with Waste Management and has notified Republic Services. Mayor Allen stated that the proposal is to lease the station and everything in it to Waste Management and the county will step away completely allowing Waste Management to run the operations. Mayor Allen stated that the cities will be able to determine where they would like to take their waste management. Mayor Allen stated that nothing is final until contracts are approved and awarded through the County Commission.

Hanson stated that the city can dictate where our waste stream will go through our agreement with Republic Services unless there was a specific reason prohibiting our provider transferring to a specific location. Hanson stated that we are on hold to see pricing before determining where we will take our waste. He stated that the conversation is to make Council aware of what is going on. He stated that our contract with Weber Transfer Station is expiring at the end of June. Mayor Allen stated that our tipping fees may go down if there is competition.

9.2 DISCUSSION: PARKS IMPACT FEE SCHEDULE

Hanson stated that the state has become more concerned with having impact schedules. Hanson stated that there are impacts to the city that would happen because of new growth or reflective of what could happen with new growth that is to come. Hanson stated that parks is one of the impacts. Hanson stated that a proposal will be brought to Council for the city to work with Zions Bank to get the data needed to support our impact fee system. Hanson stated that we are doing the legwork that is required to do for the analysis to make the impact fee proposals. Hanson stated that there will be quite a bit of effort put in to justify the bill to developers on these projects. Hanson stated that we have a long history with Zions Bank on conducting studies. He stated that we will be billed on an hourly rate with a cap of 10,000. Council Member Parkinson clarified that the impact fees will be for new growth. Hanson stated that residential homes would be charged the park impact fees whereas businesses would not be charged as they would not be using the parks. Council member Parkinson stated that we are land locked and asked if this would only apply to only a few new developments. Hanson stated that if someone tears down a home and rebuilds there would be no impact unless they build a second home on the property. That extra home would be a new impact.

10. COUNCIL COMMUNICATION WITH STAFF

Council Member Davidson thanked Jake Maeibos for his quick response to her questions concerning Rohmer Park.

Council Member Parkinson wanted to say hats off to the community using the Rohmer Park area. She stated that she was there over the weekend and saw many people with many age ranges enjoying the facilities. She stated that she is glad that the community is benefiting from the improvements that have been made to the park.

Council Member Parkinson asked how water restrictions and lawn care will be addressed by code enforcement, noting that we may not be able to keep lawns green, however, weeds will still grow. Hanson encouraged people to water as directed by Weber Basin and Pine View Water. He stated that they can use the MyWater App and determine how much water they are using. Hanson stated that the city has made it clear to our landscape maintenance that we are using the same water restrictions for city property as anyone else is using, noting that we use the same meter system on our parks and we monitor the information. Hanson stated that if we see that we are reaching our water limit, we reach out to the groundskeeper. Hanson stated that the city intentionally fertilizes to keep the grass green. He stated that some grass grows differently and is greener. Hanson stated that code enforcement will encourage residents to respect and follow water restrictions. He stated that Nish encourages residents to fertilize their grass for nourishment and stick to the water requirements.

Council Member West stated that a few residents have brought a house (136 W 5200 S) to his attention that has some profane signs on his yard right by the school. He stated that he knows there is freedom of speech but asked if anything can be done because children walk by the signs on their way to school. Lt. Endsley stated that there is nothing on criminal code that can be done and suggested speaking to legal about lewdness concerns. He cautioned that we have to be careful on freedom of speech issues.

Council Member Thomas praised Code Enforcement Officer Nish on his work and stated that citizens have told him that they appreciate his work and the work he is doing ripping down old yard sale signs. He wanted the appreciation messaged relayed to Nish.

Council Member Thomas stated that residents have informed him that there are people living in trailers and the garage at 5025 S 150 W. He stated that he reported it on the website and showed the citizens how to use the site for reporting things like that. He stated that he is concerned that people are not only overstuffing a house but living in trailers on the property.

11. ADMINISTRATION REPORTS

Hanson stated that plans have been submitted to Seaman on the permit for the two storage units, stating that they will be brought back to Development Review Committee since the approval is several years old. Hanson stated that staff is working with Veteran's Cemetery on their project and it will be going to the Planning Commission for zoning items.

Hanson stated that sponsorships has been coming in well for Terrace Days. He stated that we are able to leverage those sponsorships to maximize resources and apply for RAMP grant funding to help with the event.

Hanson stated that there is a stop work order on the pizza place project. Hanson stated that code enforcement is working with them on a non-permitted activity on the property.

Hanson stated that the Road Maintenance Project contractors have received notice to proceed.

12. UPCOMING EVENTS

May 25th : City Offices closed in observance of Memorial Day

May 28th: Planning Commission Meeting 6:00 p.m.

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

June 12-13th: Terrace Days!!!

June 16th: City Council Meeting (6:00 p.m.)

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

June 25th Planning Commission Meeting (tentative)

13. ADJOURN THE MEETING

Motion by Council Member Parkinson

Seconded by Council Member Davidson

To adjourn the meeting

Approved unanimously (4-0)

Time: 7:05 p.m.

Date Approved

City Recorder