

City of Washington Terrace

Minutes of a Regular City Council meeting

Held on September 1, 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

Building Official Tyler Seaman

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;

•Detached Accessory Dwelling Units Ordinance Review

Seaman reviewed the proposed ordinance, which is to comply with state law. Seaman stated that the state is mandating that we have to allow anyone with a 11,000 square foot lot to have a detached accessory dwelling unit. Seaman stated that the city could allow someone with a lower square footage to have a DADU, but that is a Council decision.

Seaman stated that there are 349 residential parcels in the city could participate in this program. He stated that it has the potential to be issues for the city. He stated that parcel size alone does not guarantee approval. He stated that there are other factors to consider. He stated that there are some legal non-conforming duplex homes in a single family zone that would not be eligible to participate.

Seaman explained other state recommendations that are in the ordinance, noting that there are some flexibility if Council chooses.

- Single family dwelling units only
- Owner is required to live in the home.
- Single family occupancy.
- Cannot have an internal accessory dwelling unit (ADU) and an external accessory dwelling unit (DADU).
- Cannot be used for short-term rentals. Must help the long-term rental goal of the state.

Seaman stated that the Planning Commission had concerns about the parking issues and wanted to make sure

45 that parking concerns are dealt with appropriately.

46
47 Seaman stated that “tiny homes” are addressed in state code, however, an addendum must be adopted before
48 they will be allowed. Seaman stated that he feels that most jurisdictions do not adopt this code because it is
49 hard to manage mobile homes that people may consider “tiny homes”, which is not the case. He explained that
50 the tiny homes still need to have the space for living and noted that the intent was to have a home that has
51 footings, and foundations in place.

52
53 Seaman stated that he would review the site plan and make sure that there is an additional parking spot created
54 for the DADU. Seaman stated that there needs to be a safe pathway to get to the DADU and road. He stated
55 that parking space should cover this requirement. Seaman stated that staff will need to know the parking
56 spaces required based on the home/bedrooms, etc. Council Member Zishan stated that not everyone would
57 qualify for this requirement and should not have to create another parking space if it is not needed.
58 Seaman stated that the minimum square footage is 650 square feet, enough for a bedroom, bathroom, tiny
59 kitchen and maybe living room space. He stated that the units must be on a footing and foundation.

60
61 Seaman stated that the draft keeps meaningful local safeguards. He stated that zoning code will regulate the
62 setbacks. He stated that the home must be subordinate to the main home. There must be adequate access and
63 system capacity for utilities. Seaman stated that the home would be connected to the main home utility, unless
64 there is an issue determined by the Public Works Director.

65 Seaman stated that the state code does not regulate second stories on the units, noting that is a privacy issue for
66 Council to determine.

67
68 Seaman stated that fees have not been completely ironed out as of yet. He noted that there was talk of charging
69 half of the impact fee per unit and would like direction from Council. Seaman stated that we do need to charge
70 a fee. He stated that when someone builds a new house within the city, they are charged water fees, sewer fees,
71 park impact fees, and other fees that will add impact to city systems. He stated that the fees go to support the
72 infrastructure that the new structure will require. Hanson clarified that it is a one-time fee for new structures
73 built in the city. Hanson stated that the fee schedule has been established. He explained that they are buying
74 into the system to support new users. Hanson stated that the intent is to be equitable to all users and new
75 impacts to the system need to be addressed.

76
77 Seaman stated that people would need to go through the process with the building official to make a structure
78 like a garden shed or garage legal for people to live in. Hanson stated that there would need to be renovations
79 made to make these types of structures conform to current building code.

80 Seaman stated that it is challenging to put the whole city into one “box”. He stated that adding a new structure
81 onto property in the city is a new impact and maybe they should have a lower impact fee. He stated that some
82 of the fees charged to a new home may be dropped off of the DADU. He stated that some of the fees (like
83 water set up fee, sewer set up fee) have already been charged for the initial home.

84 Seaman stated that staff would rather not cut into the ground to add new laterals and lines. The utilities will be
85 under the main home.

86
87 Hanson stated that there is a deadline for having this Ordinance in place and that other details can be worked on
88 later on. He stated that staff will circle back with Council on the impact fee details and clarification on other
89 items. Hanson pointed out that we will not allow lot subdivisions on properties to create “flag lots”.

90 Seaman stated that each proposal follows an administrative review path:

- 91 - Pre-application
- 92 - Complete submittal
- 93 - Coordinated review
- 94 - Construction and inspection
- 95 - Final approval

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97 Seaman explained that conversions must show that the existing accessory structure was legally constructed.
98 Seaman stated that he sees the biggest challenge will be sewer issues. He stated that if they are capable of doing
99 gravity, they have to do gravity per building code.

100
101 Seaman stated that the ordinance has a clause that the owners must sign an affidavit that they are the owners
102 living in the home.

103 Seaman stated that the intent of the ordinance is that new owners must apply for a license regardless if the old
104 owners had a license to have the DADU.

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

139 Mayor Mark C. Allen
140 Council Member Anna Davidson
141 Council Member Zunayid Z. Zishan
142 Council Member Cheryl Parkinson
143 Council Member Jeff West
144 Council Member Michael Thomas
145 Parks and Recreation Director Carlos Grava
146 City Recorder Amy Rodriguez
147 City Manager Tom Hanson
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149 **OTHERS PRESENT:**

150 Ulis Gardiner, Leah Brown, Kassa Creary, Mary Upkin, Joseph Stilwell, R. Davidson, Jeci Zanone, Kasey
151 Sanders
152

153 **2. ROLL CALL**

6:00 P.M.

155 **3. PLEDGE OF ALLEGIANCE**

157 **4. WELCOME**

159 **5. CONSENT ITEMS**

161 **5.1 APPROVAL OF AGENDA AND AUGUST 18, 2026, COUNCIL MEETING MINUTES**

162 Item 5.1 approved by general consent.
163

164 **6. CITIZEN COMMENTS**

165 Mayor Allen gave an update on Flock Cameras within the city. He stated that there is an item on the
166 agenda to terminate the approval to allow a trial period for flock cameras. Mayor Allen stated that packet
167 information is available on our city website. Mayor Allen gave a brief background on the Flock Camera
168 item, stating that the city made an agreement to enter into a trial period for three Flock Cameras in the city
169 in an effort to help law enforcement find vehicles that may have been involved in crime. Since that time,
170 there has been increasing pressure to stop moving forward with the Flock system. Mayor Allen stated that
171 following constructive feedback from residents and input from county, state, and federal partners, he
172 decided to direct staff to pause and discontinue the proposed Flock camera trial. While we recognize that
173 stepping back from the system may temporarily impact certain criminal apprehension tools, current
174 community tension indicates that proceeding with the trial at this time is not in the city's best interest. This
175 decision reflects direct respect for the thoughtful, genuine questions raised regarding overall community
176 alignment.
177

178 Mayor Allen stated that the Council has had discussions and staff has agreed that it is in the city's best
179 interest to terminate the agreement for the trial period and he stated that he has requested that Council
180 approve the item.

Lizzie Hernandez thanked the City Council for listening to their constituents concerning Flock Cameras. She stated that the action should be permanent and not just a pause. She stated that she would like the cameras to be taken down permanently. She stated that even if Council terminates a contract with Flock, there has been reports that the Flock agency continues to monitor the cameras without city knowledge. She stated that she is proud of the city for listening to the residents and helping them feel like they are not constantly under surveillance, at least within the city.

Jesse stated that she has been living in the Terrace for a few years. She stated that she has to take extra streets to get out of the city because she doesn't know where the Flock Cameras are located. She stated that Flock is a private company and should not have access to the data that the cameras are providing. She stated that the surveillance is skirting around our fourth amendment rights. She reiterated that it is dangerous to give this type of information to a private company. She stated that she would like all AI surveillance to be taken down and blocked within the city.

Kasey Sanders thanked Jill Koford for coming to the meeting tonight at his request. He stated that the Flock CEO stated that people should prioritize compromise between privacy and safety. He stated that this company is hawking their wares for safety. Sanders read from an article that stated that an East Germany dictator said police should take all force/means that they deem necessary for public safety. He stated that he hopes that the Flock Camera issue is gone and that we can see a change at the state level concerning the issue and that it is over for good. He stated that he does not want the U.S. to turn into a dictatorship like West Germany.

Representative Jill Koford gave an update on a working group in the legislature working on data privacy. Her ask is to have people contact their state legislators and let them know what they would like to see happen. She stated that this is a really tricky subject that needs guardrails to maintain fourth amendment rights.

Leah Brown stated that she is concerned about the tax increase and wanted Council to take seniors on fixed incomes into consideration when Council decides on property tax increases. She stated that she is interested in the DADU Ordinance. She also stated that residents are not able to use other cities recreation facilities and questioned if Council would be considering having a recreation center.

Mayor Allen stated that he appreciates Rep. Koford for coming out. He stated that red flags were raised for him concerning Flock Cameras when the Governor said that a study and research needed to be done. Mayor Allen stated that the budget has already been approved, and he stated that not too many entities will be raising taxes this year. He stated that the increase may only be about \$2.00 a month and the increase will go straight to law enforcement services.

7. NEW BUSINESS

7.1 DISCUSSION/MOTION: RATIFICATION OF CHANGE ORDER EXPENSE FOR THE ROHMER PARK PROJECT (PHASE 4)

Grava stated that the staff report changed slightly with an additional charge. He stated that the changes do not affect the budget, only the quantities needed for the project. He stated that there were time constraints that were taken into consideration and a decision had to be made to allow the contractor to put in the

additional improvements. He is asking for ratification of the Change Orders.
Council Member Parkinson clarified that it is just a change in quantity in shrubbery and asphalt amount that came up during the construction of the area. Grava stated that the changes were made along the way when staff and the contractor saw a chance of better improvements.

Motion by Council Member West
Seconded by Council Member Parkinson
To approve the ratification of expenditures of change orders 1 and 2
For the Rohmer Park Phase budget
Approved unanimously (5-0)

**7.2 DISCUSSION/MOTION: APPROVAL TO ALLOW WASHINGTON TERRACE TO
CREATE AND APPLY FOR 501-C3 NON-PROFIT ORGANIZATION**

Grava stated that the city wants to create and apply for a 501-C-3 Non -Profit Organization so that the city will have more options for funding for Parks and Recreation purposes. He stated that the application fee is \$500. He noted that once we have the organization in place, the fiscal impacts will be determined project by project as matches may be needed. Grava stated that having a non-profit organization established allows us to apply for grants from banks (Zions, etc.), sporting organization (Good Sport), Larry Miller foundations, and others that are only available to non-profit organizations. Grava stated that we are unable to apply for these grants as a local government.

Grava stated that there will be a Board with a minimum of 3 members. He stated that there will be bylaws created as how to proceed. Grava stated that the non-profit is a separate organization from the city, however, the city would oversee the funds.

Council Member Davidson cautioned to check all the filing fees, as there is an additional fee from the IRS that would need to be paid as a 501-C-3 filing fee. Council is aware that the application and fees may exceed \$500.00 She stated that she thinks this is a great idea to help offset some of our programs and it will open up a lot of channels for the city. Council Member Thomas agreed.

Motion by Council Member Davidson
Seconded by Council Member Thomas
To Create and Apply for 501-C3 Non-profit organization
Approved unanimously (5-0)

**7.3 DISCUSSION/ACTION: APPROVE TO TERMINATE THE APPROVAL OF THREE
FLOCK CAMERAS TO BE INSTALLED IN WASHINGTON TERRACE ON A
TRIAL BASIS**

Hanson stated that the cameras for the trial period have not been installed. He stated that Weber County has three Flock Cameras operating within the city.

Hanson stated that Flock has been notified that we will be terminating the agreement with Flock pending the vote tonight. He stated that there have been no expenditure or infrastructure installed for the Flock Cameras.

Motion by Council Member West
Seconded by Council Member Zishan
To approve to terminate the three Flock Camera trial
That was to be installed in Washington Terrace on a trial basis
Approved unanimously (5-0)

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275 **8. COUNCIL COMMUNICATION WITH STAFF**
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277 Council Member Davidson thanked Hanson and the team for putting in the work that is pretty heavy and
278 has some controversy, stating that he handled it with grace and did all the important work to reflect and
279 consider all the conversations.
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281 Council Member Zishan asked what happens to the existing cameras that are still active. He stated that
282 residents do not want them. He stated that the residents are not just against our contract for them, they are
283 against the use of them within the city. Council Member Zishan asked when they would be removed and
284 inactive within the city. Hanson stated that is up to the Sheriff's Office as they have a contract for the use.
285 Hanson stated that the Sheriff is working to put together a meeting with Flock to describe how they are
286 being used. He said the meeting will be held at the Sheriff's Office on September 24th at tentatively 5:00
287 p.m.

288 Council Member Zishan asked how much say we have to the removal of the cameras. Hanson stated that
289 we would have to pay the remainder of the contract with Flock. Council Member Zishan stated that the
290 whole point is that we do not want them in the City. Mayor Allens stated that we have an opportunity to
291 speak with the Sheriff on the 24th.
292

293 Council Member Zishan stated that he has seen many videos and comments on how great the Rohmer Park
294 Improvements are coming along and would like the positive comments to be passed down to staff on a
295 great job. Hanson noted that there were rocks thrown against the new restroom doors causing damage.
296 Hanson stated that the cameras within the parks have helped on drug crimes, have helped solve a sexual
297 abuse of a child at the park, along with other crimes.
298

299 Council Member Parkinson stated that she appreciates the striping projects on the roads, noting that she
300 has noticed significant changes on the roads. She stated that she is also excited with the upgrades and
301 changes in the parks. She stated that she is disappointed to hear about the vandalism in the park. She stated
302 that it is very disappointing that we have nice things and people do not respect those things. She is hoping
303 that people will respect each other and our properties here.
304

305 Council Member West stated that a citizen reported teens riding their e-bikes on the trails and area in new
306 parks and flipping gravel onto the new landscaping. He stated that if we see things that are not right, we, as
307 a community, should let people know so that it can be shut down, noting that it costs us all money for
308 repairs.

309 Thanked Meibos for getting back to him on some questions he had on infrastructure.
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311 Council Member Thomas echoed the sentiments and thanked Grava for putting in hard work to help the
312 city not only have nice things, but also the potential for more kids to be able to utilize sports and
313 recreational programs.
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315 Mayor Allen stated that Phase 4 at Rohmer Park will be the final phase. Mayor Allen stated that he will
316 never raise taxes to build or improve parks, noting that we will work hard to get grants for all our park
317 projects and not tax people. Mayor Allen that the City has received over \$2 million dollars in RAMP grant

money over the last several years for the Rohmer Park Project. He stated that the 501-C-3 will help with more opportunities to help with grants and appreciates Grava for keeping his eyes and ears open for more options for grant funding.

9. ADMINISTRATION REPORTS

Hanson stated that there is some ancillary striping going on throughout the city. Hanson stated that the intent is to have the alternate transportation routes identified for safety zones. Hanson stated that striping slows down drivers as well.

Hanson stated that he realizes that there are some misalignments with some of the striping.

Hanson stated that the leisure swings were installed today at Rohmer. He stated that a permanent chess board will be installed in the leisure area. He stated that the area is tucked in between a lot of trees. Hanson stated that the dog park is coming along quite well.

Hanson stated that part of the change order ratified tonight was to expand a portion of the dog park area.

10. UPCOMING EVENTS

September 7th: City Offices closed for observance of Labor Day

September 15th : City Council Meeting 6:00 p.m.

September 17th: Emergency Preparedness Fair 6:00 p.m. Fire Station

September 24th: Planning Commission- Tentative

September 29th: NIMS 402-Elected Officials Training- held at the Senior Center

11. ADJOURN THE MEETING

Motion by Council Member Thomas

Seconded by Council Member West

To adjourn the meeting

Approved unanimously (5-0)

Time: 6:53 p.m.

Date Approved

City Recorder