

Mayor
Kenneth Romney

West Bountiful City

City Council
James Ahlstrom
James Bruhn
Debbie McKean
Mark Preece
Dave Tovey

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West Bountiful, Utah 84087

Phone (801) 292-4486
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City Administrator
Craig Howe

Chief of Police
Todd Hixson

City Engineer
Ben White

City Recorder / Auditor
Heidi Voordeckers

City Treasurer
Mindi Tullis

CITY COUNCIL AND BUDGET WORK MEETING AGENDA

NOTICE IS HEREBY GIVEN THAT WEST BOUNTIFUL CITY WILL HOLD A CITY COUNCIL BUDGET WORK MEETING ON **TUESDAY APRIL 17, 2012 AT 6:00 PM** AND A CITY COUNCIL MEETING ON **TUESDAY APRIL 17, 2012 AT 7:30 PM** – 550 NORTH 800 WEST, WEST BOUNTIFUL CITY

BUDGET WORK MEETING AGENDA:

1. Review of Budget Message
2. Review of Golf Course Budget and Staffing
 - a. Pro Shop
 - b. Maintenance
3. Update on Personnel Budgets and Allocations
4. Review of Public Works Operating Budgets
5. Additional Discussion of FY 2013 Budget, as directed by City Council
6. Adjourn to City Council Meeting

CITY COUNCIL MEETING AGENDA:

Invocation/Thought by Invitation
Pledge of Allegiance – James Ahlstrom

1. Accept Agenda
2. Public Comment (Two minutes per person) or if a spokesperson has been asked by a group to summaries their comments, five minutes will be allowed.
3. Employee of the Month – John Broberg
4. Youth City Council Report
5. Consider approval of Resolution 293-12, a resolution adjusting the Fiscal Year 2012 Pay Scale Grades 14 and 15, Golf Pro and Golf Course Superintendent
6. Planning Commission Report
7. Discussion on proposed modifications to Chapter 17.48, Signs, of the West Bountiful Municipal Code
8. Discussion on proposed modifications to Title 16, Subdivisions, of the West Bountiful Municipal Code
9. Discussion on proposed modifications to Chapters 17.08, 17.12, and 2.46 (appeals language) of the West Bountiful Municipal Code
10. Engineers Report
11. Police Report
12. Administrative Report
13. Approval of Minutes for the March 20, 2012 City Council Meeting
14. Mayor/Council Reports
15. Closed meeting, if necessary, for reasons allowed by state law.
16. Possible action following closed meeting, including appointment to boards and commissions
17. Adjourn.

Minutes of the Meeting of the City Council of West Bountiful City held on Tuesday, April 17,
2012 at West Bountiful City Hall, Davis County, Utah

Those in Attendance

MEMBERS PRESENT: Mayor Kenneth Romney, James Ahlstrom, Mark Preece, James Bruhn, Dave Tovey, Debbie McKean.

STAFF PRESENT: Craig Howe (City Administrator), Ben White (City Engineer), Chief Todd Hixson, Cathy Brightwell, Nathalie Ellingson (secretary). Heidi Voordeckers was excused.

VISITORS: Kelly Enquist, John Baza, Terry Olsen, Kelly Class, Brayden Wilcox, Teresa Romney, Laura Charchenko.

Called to Order: Mayor Romney called this meeting to order at 7:32 pm.

Invocation/Thought – Invocation by Mark Preece.
Pledge of Allegiance led by James Ahlstrom.

1.
Accept Agenda

MOTION: Debbie McKean moved to accept the Agenda.

SECOND: James Bruhn seconded the Motion.

PASSED: Voting was as follows:
James Ahlstrom – Aye
Mark Preece – Aye
James Bruhn – Aye
Dave Tovey – Aye
Debbie McKean – Aye

2.
Public Comment

Terry Olsen – He saw someone putting a sign up for the caucus on a park strip. Terry informed the individual that the city has been discussing that no signs should go on park strips. The person was not aware of this, and Terry wanted to know if the public could be informed of changes in ordinances besides having the ordinances on the website.

Kelly Enquist – he was told by someone living in the south end of the valley that the Lakeside Golf Course is not listed in Dex Yellow Pages. Legacy Trail – in mowing between Fernwoods and Pages Lane, the county took down ten live trees. Mayor Romney asked Craig Howe the status of the maintenance agreement; Craig stated it has not been approved yet. He will bring it back for council's consideration, and he will contact the country regarding the mowing.

Mayor Romney heard a comment regarding green waste and yard waste. It wasn't clear to this person what to take to the landfill. Apparently, some people thought they could drop off their waste in the bins and the city would take the bins to the landfill. Debbie McKean and Craig Howe said it was in the newsletter, but they will try to be clearer the next time.

3.
Employee of the Month

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2 Craig Howe – the Employee of the Month for the month of March is John
3 Broberg. Working at the golf course, he has earned the respect of the
4 customers for his friendly service. He goes the extra mile, and has stepped
5 up in helping Kelly Class during this period of cutbacks. He is
6 outstanding in representing the values of the West Bountiful City staff.
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10 4.
11 Youth City Council Report

12 Youth Mayor Brayden Wilcox and Youth Mayor Pro Tem Teresa Romney
13 gave their report. The Youth Council attended the USU Youth Council
14 Summit and they put on the annual Easter Egg Hunt. They are planning
15 on a service project April 28, which will be to help a citizen move into a
16 house. They are at work planning the parade. The next meeting is April
17 26, when they will select a Grand Marshall. They have the color guard
18 ready and have booked the bands. Regarding the t-shirt sale, their goal is
19 to break even by June. After June all the proceeds will be income.
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23 5.
24 Consider Approval of Resolution 293-12,
25 a Resolution Adjusting the Fiscal
26 Year 2012 Pay Scale Grades 14 and 15,
27 Golf Pro and Golf Course Superintendent
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31 Craig Howe – staff changes at the golf course have been discussed at
32 previous meetings. Kelly Class will take the position of golf pro, and this
33 position will be exempt (compensatory time will be straight time rather
34 than time and a half). Part of this resolution is consolidating the grades on
35 the pay scale, putting the golf pro and golf superintendent at Grade 14.
36 This step will not lower Kelly's salary, but it will be a 20% decrease over
37 all. Mayor Romney expressed thanks to Kelly for everything he has done.

38 MOTION: James Ahlstrom moved to approve Resolution 293-12
39 adjusting the Fiscal Year 2012 Pay Scale Grades 14 and 15, Golf Pro and
40 Golf Course Superintendent.

41
42 SECOND: Mark Preece seconded the Motion.

43
44 PASSED: Voting by roll call was as follows:

45 James Ahlstrom – Aye
46 Mark Preece – Aye
47 James Bruhn – Nay
48 Dave Tovey – Aye
49 Debbie McKean – Aye
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54 6.
55 Planning Commission Report

56 Ben White – Two farm animal conditional use applications were applied
57 for. One was approved and one was not. The second applicant will be
58 appealing the planning commission decision to the city council. They
59 approved an application to build a barn that will exceed the height
60 requirement, under condition the applicant get a building permit and the
61 height does not exceed 25 feet. They discussed a change in the Historic
62 Preservation Commission ordinance and a public hearing will be held.

1
2 7.
3 Discussion on Proposed Modifications
4 to Chapter 17.48, Signs, of the
5 West Bountiful Municipal Code
6

7 Ben White – For more than a year, the City has been working on the sign
8 ordinance. When the ordinance was brought to council at the end of last
9 year, there were questions regarding whether to allow signs on park strips.
10 The Planning Commission held another public hearing where there were
11 no comments from the public. The Planning Commission
12 recommendation is if the city wants to allow signs in the park strips, the
13 size should be limited and should only be allowed in the agricultural and
14 residential zones. Park strip signs would present a hazard in business
15 districts, particularly along 500 South and 500 West. The ordinance as
16 modified also allows several types of signs in residential districts, ie.
17 direction signs, “welcome home” signs, signs announcing sports, etc.
18

19 Mayor Romney asked council for their thoughts. James Ahlstrom and
20 Mark Preece liked the changes. However, James understood that only real
21 estate and political signs would be permitted in residential areas rather
22 than all kinds of signs. He suggested that home occupation signs not be
23 allowed. There are other temporary signs such as directional and
24 informational signs that are allowed in park strips too. James Bruhn said
25 he did not like having little signs everywhere. Dave Tovey expressed
26 appreciation to the Planning Commission for spending so much time on
27 this issue. Debbie McKean liked James Ahlstrom’s additions. Mayor
28 Romney did not like having little signs everywhere. James Ahlstrom
29 asked that they put something in the ordinance explaining the reason they
30 have for not allowing park strip signs in business districts in order to avoid
31 challenges and to instruct future councils.
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36 8.
37 Discussion on Proposed Modifications
38 to Title 16, Subdivisions, of the
39 West Bountiful Municipal Code
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41 Ben White – The Planning Commission approved modifications to the
42 Title 16 (Subdivision) ordinance which clarify appeal authority, modify
43 the appeals section to comply with state statute, and add public
44 infrastructure requirements and provisions for implementing several fees.
45 The changes were the result of three Planning Commission public hearings
46 and a joint work meeting with City Council and Planning Commission.
47

48 There was a discussion regarding infrastructure in new subdivisions. Ben
49 stated the City wants the requirement of curb and gutter to be standard,
50 and deferred agreements would be used for unusual circumstances. James
51 Ahlstrom and Mayor Romney both stated they want more flexibility, and
52 they brought forth examples which showed there are many varying
53 circumstances. Craig Howe stated if flexibility was written into the
54 ordinance, the council could lose their authority to insist on anything.
55

56 The new ordinance as currently written does not provide for a board of
57 appeals. A complaint about a council decision would have to go straight
58 to district court. There was discussion regarding whether the final appeal
59 body should be city council, after which the applicant can go to district
60 court, or if there should be a board of appeals set up for final decisions.
61 They also discussed whether the case presented to the board of appeals
62 should be de novo. Dave Tovey stated it should be de novo; James

1 Ahlstrom disagreed. Mayor Romney brought up the question, if there is a
2 board of appeals, will the city council have any authority to tell a builder
3 what he can and cannot do.
4

5 Ben asked for feedback from council so he can have the ordinance ready
6 for approval at the next meeting.
7

8
9. Discussion on Proposed
10 Modifications to Chapters 17.08,
11 17.12, and 2.46 (appeals language).
12

13 Ben White – This section refers to appeals in variance cases. He would
14 like it approved with the subdivision ordinance. The Planning
15 Commission held a public hearing last October in this matter. Changes in
16 Chapter 17.08-Appeals from Decision of Land Use Authority and
17 Variances clarify by whom and when an appeal and supporting
18 documentation can be filed. It also clarifies that the city council is the
19 appeal authority for appeals on various issues unless they have acted as the
20 land use authority on the matter. In Section 17.12.030-Rules for Locating
21 Boundaries, the reference to Board of Adjustment is changing to Appeal
22 Authority. Chapter 2.40-Board of Adjustment is being deleted entirely.
23

24 10. Engineers Report
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26

27 Ben White --

- 28 • The last laterals are being done now on the 1100 West water line,
29 and the tie-ins will be done Monday. A home was flooded
yesterday but this was not due to city work; someone had left their
irrigation system running.
- 30 • Weber District has put several asphalt cuts across the road on 400
31 North. Debbie McKean heard complaints about the dust and asked
32 if the contractors could keep the dust watered down.
- 33 • UDOT opened bids on 400 North last week. The city asked
34 Wasatch Front Regional Council for an \$300,000 prior to going to
35 bid. This will not be enough for the bids, so the package was
36 changed and bid out again. The city is going to the Wasatch Front
37 Regional Council for another \$200,000. The plan was to start in
38 June with 60 days to complete the project. The time has been
39 extended to 90 days.
- 40 • Two streets at the north end of the city did not get overlaid last fall,
41 so they will be overlaid this week. The cost of asphalt has
42 increased, but the contractor has agreed to honor the old price,
43 rather than the city having to bid out again for this year's overlay
44 work.
- 45 • The canal trail is out for bid, and for grant purposes, must be built
46 this year.
- 47 • Trucks are going around cleaning storm drains.
- 48 • Public Works department will be shutting off some services at the
49 North end of the city in order to replace valves.
- 50 • The drilling for the well has begun.
- 51 • Debbie said a resident on 1100 West had a question regarding the
52 patching problems. Ben said it had been addressed.

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54 11. Police Report
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57 Chief Todd Hixson –

- 58 • The department received \$7500 in donations for the K9 program,
59 not including the cost of the dog. They have been able to purchase
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61

1 all items needed and have a little left over. The training is going
2 well. The Davis County Clipper had an article about the K9
3 program.

- 4 • On March 5th just after midnight, an argument started at Fifth
5 Amendment in Bountiful. Two of the men involved went over to
6 the Country Inn and Suites where they were staying and the
7 suspect followed them. When the suspect was not able to get in
8 the front door, he threw a boulder at the glass, which did not break,
9 so then he kicked the door in. Inside the lobby, the suspect picked
10 up items and threw them at the two victims. This resulted in
11 significant damage in the hotel and the suspect was booked in the
12 Davis County jail.
- 13 • Detective Andrew Smith participated in the South Davis Metro
14 SWAT Team test. He performed very well and was a great
15 representative for the city and the police department. He was
16 selected to become a member of the team and will now have to
17 pass SWAT school which is very physically and mentally
18 demanding. He is expected to do well.

19
20 12.
21 Administrative Report

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23 Craig Howe –

- 24 • Newsletter articles are due.
- 25 • He asked council if they wish to reserve the boweries on Sundays.
26 The downside would be that they would need extra manpower to
27 clean them, and, whereas they want the park to be a relaxing place
28 where residents can spend Sundays, reservations usually go to
29 people from outside the community. James Ahlstrom felt that
30 reserving the boweries would be more orderly, and the city would
31 get additional revenue. Debbie McKean said when people rent the
32 boweries they expect them to be clean but when they just use it if it
33 is unoccupied, they don't have that expectation. Kelly Enquist,
34 speaking for the Parks Committee, said they would be glad to take
35 money if someone wants to rent on a Sunday, and maybe they
36 could only rent out the big bowery. They could have part time
37 guys clean on Saturday afternoons whenever there is a reservation,
38 which may not be that often. He also said since the other days of
39 the week fill up fast, it would be good to have reservations
40 available on Sundays.
- 41 • Craig discovered a more complete Policy and Procedures manual,
42 including exhibits, and he will copy it for each council member.
- 43 • A community meeting was held with Holly. They announced their
44 underground propane facility is going away. Their new
45 construction is well within the IT zone. There will be an overall
46 reduction of emissions, even after Phase 1, from what the plant
47 puts out currently. An article was mentioned at the meeting about
48 a plant in Torrance, California that had the best process for using
49 hydrofluoric acid, and that all plants should use it. Holly explained
50 that the process was licensed by Phillips Petroleum, and Holly has
51 been using it for years. They also explained the importance of
52 hydrofluoric acid in the refining process.
- 53 • Heidi Voordeckers, excused from this meeting, is at a Records'
54 Conference in Cedar City. The staff may be asking council if they
55 can assign a deputy recorder.
- 56 • They are researching policies and procedures regarding surplus
57 city property. There was nothing in the manual, and the municipal
58 code refers to a state code. The council can discuss this in a
59 meeting if they wish.

60
61 10:10 p.m.
62

1 MOTION: James Bruhn moved to extend the meeting to 10:30.

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3 SECOND: Debbie McKean seconded the Motion.

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5 PASSED: Voting was as follows:

6 James Ahlstrom – Aye

7 Mark Preece – Aye

8 James Bruhn – Aye

9 Dave Tovey – Aye

10 Debbie McKean – Aye

- 11
12 • On “Shake Out” Day, Terry Olsen and the Merchant Preparedness
13 Group put on an earthquake drill and debrief. Terry Olsen gave
14 the council a report. They found there were points they had not
15 thought of before, and have worked them out. The solar panels on
16 the roof of City Hall would keep communications equipment
17 running if other power went off. Alan Malan is an amateur radio
18 hobbyist, and he stated there are quite a few in the South Davis
19 area who could be utilities in an emergency. They figured out
20 what the priorities should be in the event of an earthquake. They
21 are working on a procedure wherein Holly could supply fuel. The
22 FEMA website offers classes that must be taken by city officials
23 before the city can get FEMA funds. Alan Malan stated the on-
24 line courses at the FEMA website are easy to negotiate, but you
25 must print out the certificate before you close the course because
26 you cannot go back in to print it later. Mayor Romney stated there
27 is a line item in the budget of \$5,000 for emergencies, but nothing
28 for emergency preparedness. He recommended a \$2,000 line item.
29 He wants to upgrade some radios that had been purchased in 2007
by purchasing car antenna’s and new batteries.

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33 13.
34 Approval of Minutes for the
35 March 20, 2012 City Council Meeting

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37 MOTION: James Ahlstrom moved to approve the March 20, 2012 city
38 council meeting minutes.

39
40 SECOND: Dave Tovey seconded the Motion.

41
42 PASSED: Voting was as follows:

43 James Ahlstrom – Aye

44 Mark Preece – Aye

45 James Bruhn – Aye

46 Dave Tovey – Aye

47 Debbie McKean – Aye

48
49 14.
50 Mayor/Council Reports

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54 Debbie McKean – attended the Utah League of Cities and Towns
55 Conference last week. She will provide what she learned to the rest of the
56 council. She is concerned about kids using skateboards on the new stage
57 and would like the city to put up some signs. She wants to tie down the
58 bleachers so they cannot be stolen. At this point, Kelly Enquist stated the
59 parks meeting on Thursday will be changed to 7:00 pm at the park. They
60 can then look over some of Debbie’s concerns. Debbie reminded council
61 about the newsletter articles being due, and she asked Craig if there is a
62 list in the policies of all city equipment. Craig said they have one for
equipment over \$5000, and he asked Debbie to let him know how detailed
she wants the list to be.

1
2 Dave Tovey – the Youth City Council gave a good report; he missed the
3 public safety meeting, but will attend the golf committee meeting next
4 Friday and the parks meeting on Thursday.

5
6 James Bruhn – attended the Public Safety Committee meeting and said
7 things are going very well with Chief Hixson in charge of the department.
8 He spoke with residents that want the dirt leveled where trees were taken
9 out on 800 West between Pages and Porter Lanes. Ben stated they are
10 working on it. James suggested the Mayor or someone on city council
11 should have keys to public buildings. Craig will get one for the Mayor.

12
13 Mark Preece – attended a DUED meeting where they learned that the
14 county and state are rebounding well economically. He will attend the
15 next parade meeting with the Youth Council.

16
17 James Ahlstrom – asked for a monthly report on activities of the city
18 mechanic; days worked, what equipment was fixed and time spent,
19 reasons for sending equipment out for repair, etc. Craig said he has that
20 information and will provide a monthly report to council.

21
22 Mayor Romney – they are close to finalizing their offer for the new Public
23 Works Director position and will announce the person at the next meeting.

24
25 15.
26 Closed Meeting, if Necessary,
27 for Reasons Allowed by State Law

28
29 Not necessary.

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31 16.
32 Possible Action Following
33 Closed Meeting,

34
35 Not necessary.

36
37 17.
38 Adjourn
39 10:30 pm

40
41 MOTION: Dave Tovey moved to adjourn City Council meeting.

42
43 SECOND: James Ahlstrom seconded the Motion.

44
45 PASSED: Voting was as follows:

46 James Ahlstrom – Aye
47 Mark Preece – Aye
48 James Bruhn – Aye
49 Dave Tovey – Aye
50 Debbie McKean – Aye
51

52
53
54 
MAYOR KENNETH ROMNEY

55 
HEIDI VOORDECKERS (CITY RECORDER)



NATHALIE ELLINGSON (SECRETARY)