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
   a. Review of Golf Course Budget and Staffing
      - Pro Shop
      - Maintenance
2. Update on Personnel Budgets and Allocations
3. Review of Public Works Operating Budgets
4. Additional Discussion of FY 2013 Budget, as directed by City Council
5. 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. Engineer's 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 county 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
Craig Howe – the Employee of the Month for the month of March is John Broberg. Working at the golf course, he has earned the respect of the customers for his friendly service. He goes the extra mile, and has stepped up in helping Kelly Class during this period of cutbacks. He is outstanding in representing the values of the West Bountiful City staff.

4. Youth City Council Report

Youth Mayor Brayden Wilcox and Youth Mayor Pro Tem Teresa Romney gave their report. The Youth Council attended the USU Youth Council Summit and they put on the annual Easter Egg Hunt. They are planning on a service project April 28, which will be to help a citizen move into a house. They are at work planning the parade. The next meeting is April 26, when they will select a Grand Marshall. They have the color guard ready and have booked the bands. Regarding the t-shirt sale, their goal is to break even by June. After June all the proceeds will be income.

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

Craig Howe – staff changes at the golf course have been discussed at previous meetings. Kelly Class will take the position of golf pro, and this position will be exempt (compensatory time will be straight time rather than time and a half). Part of this resolution is consolidating the grades on the pay scale, putting the golf pro and golf superintendent at Grade 14. This step will not lower Kelly’s salary, but it will be a 20% decrease over all. Mayor Romney expressed thanks to Kelly for everything he has done.

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

SECOND: Mark Preece seconded the Motion.

PASSED: Voting by roll call was as follows:

James Ahlstrom – Aye
Mark Preece – Aye
James Bruhn – Nay
Dave Tovey – Aye
Debbie McKean – Aye

6. Planning Commission Report

Ben White – Two farm animal conditional use applications were applied for. One was approved and one was not. The second applicant will be appealing the planning commission decision to the city council. They approved an application to build a barn that will exceed the height requirement, under condition the applicant get a building permit and the height does not exceed 25 feet. They discussed a change in the Historic Preservation Commission ordinance and a public hearing will be held.
7. Discussion on Proposed Modifications to Chapter 17.48, Signs, of the West Bountiful Municipal Code

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

Mayor Romney asked council for their thoughts. James Ahlstrom and Mark Preece liked the changes. However, James understood that only real estate and political signs would be permitted in residential areas rather than all kinds of signs. He suggested that home occupation signs not be allowed. There are other temporary signs such as directional and informational signs that are allowed in park strips too. James Bruhn said he did not like having little signs everywhere. Dave Tovey expressed appreciation to the Planning Commission for spending so much time on this issue. Debbie McKean liked James Ahlstrom’s additions. Mayor Romney did not like having little signs everywhere. James Ahlstrom asked that they put something in the ordinance explaining the reason they have for not allowing park strip signs in business districts in order to avoid challenges and to instruct future councils.

8. Discussion on Proposed Modifications to Title 16, Subdivisions, of the West Bountiful Municipal Code

Ben White – The Planning Commission approved modifications to the Title 16 (Subdivision) ordinance which clarify appeal authority, modify the appeals section to comply with state statute, and add public infrastructure requirements and provisions for implementing several fees. The changes were the result of three Planning Commission public hearings and a joint work meeting with City Council and Planning Commission.

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

The new ordinance as currently written does not provide for a board of appeals. A complaint about a council decision would have to go straight to district court. There was discussion regarding whether the final appeal body should be city council, after which the applicant can go to district court, or if there should be a board of appeals set up for final decisions. They also discussed whether the case presented to the board of appeals should be de novo. Dave Tovey stated it should be de novo; James
Ahlstrom disagreed. Mayor Romney brought up the question, if there is a board of appeals, will the city council have any authority to tell a builder what he can and cannot do.

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

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

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

10. Engineers Report

Ben White –
- The last laterals are being done now on the 1100 West water line, 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.
- Weber District has put several asphalt cuts across the road on 400 North. Debbie McKeon heard complaints about the dust and asked if the contractors could keep the dust watered down.
- UDOT opened bids on 400 North last week. The city asked Wasatch Front Regional Council for an $300,000 prior to going to bid. This will not be enough for the bids, so the package was changed and bid out again. The city is going to the Wasatch Front Regional Council for another $200,000. The plan was to start in June with 60 days to complete the project. The time has been extended to 90 days.
- Two streets at the north end of the city did not get overlaid last fall, so they will be overlaid this week. The cost of asphalt has increased, but the contractor has agreed to honor the old price, rather than the city having to bid out again for this year’s overlay work.
- The canal trail is out for bid, and for grant purposes, must be built this year.
- Trucks are going around cleaning storm drains.
- Public Works department will be shutting off some services at the North end of the city in order to replace valves.
- The drilling for the well has begun.
- Debbie said a resident on 1100 West had a question regarding the patching problems. Ben said it had been addressed.

11. Police Report

Chief Todd Hixson –
- The department received $7500 in donations for the K9 program, not including the cost of the dog. They have been able to purchase
all items needed and have a little left over. The training is going well. The Davis County Clipper had an article about the K9 program.

- On March 5th just after midnight, an argument started at Fifth Amendment in Bountiful. Two of the men involved went over to the Country Inn and Suites where they were staying and the suspect followed them. When the suspect was not able to get in the front door, he threw a boulder at the glass, which did not break, so then he kicked the door in. Inside the lobby, the suspect picked up items and threw them at the two victims. This resulted in significant damage in the hotel and the suspect was booked in the Davis County jail.

- Detective Andrew Smith participated in the South Davis Metro SWAT Team test. He performed very well and was a great representative for the city and the police department. He was selected to become a member of the team and will now have to pass SWAT school which is very physically and mentally demanding. He is expected to do well.

12. Administrative Report

Craig Howe –

- Newsletter articles are due.

- He asked council if they wish to reserve the boweries on Sundays. The downside would be that they would need extra manpower to clean them, and, whereas they want the park to be a relaxing place where residents can spend Sundays, reservations usually go to people from outside the community. James Ahlstrom felt that reserving the boweries would be more orderly, and the city would get additional revenue. Debbie McKeen said when people rent the boweries they expect them to be clean but when they just use it if it is unoccupied, they don’t have that expectation. Kelly Enquist, speaking for the Parks Committee, said they would be glad to take money if someone wants to rent on a Sunday, and maybe they could only rent out the big bowery. They could have part time guys clean on Saturday afternoons whenever there is a reservation, which may not be that often. He also said since the other days of the week fill up fast, it would be good to have reservations available on Sundays.

- Craig discovered a more complete Policy and Procedures manual, including exhibits, and he will copy it for each council member.

- A community meeting was held with Holly. They announced their underground propane facility is going away. Their new construction is well within the IT zone. There will be an overall reduction of emissions, even after Phase 1, from what the plant puts out currently. An article was mentioned at the meeting about a plant in Torrance, California that had the best process for using hydrofluoric acid, and that all plants should use it. Holly explained that the process was licensed by Phillips Petroleum, and Holly has been using it for years. They also explained the importance of hydrofluoric acid in the refining process.

- Heidi Voordecker, excused from this meeting, is at a Recorders’ Conference in Cedar City. The staff may be asking council if they can assign a deputy recorder.

- They are researching policies and procedures regarding surplus city property. There was nothing in the manual, and the municipal code refers to a state code. The council can discuss this in a meeting if they wish.

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

SECOND: Debbie McKeen seconded the Motion.

PASSED: Voting was as follows:

- James Ahlstrom – Aye
- Mark Preece – Aye
- James Bruhn – Aye
- Dave Tovey – Aye
- Debbie McKeen – Aye

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

13.

Approval of Minutes for the March 20, 2012 City Council Meeting

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

SECOND: Dave Tovey seconded the Motion.

PASSED: Voting was as follows:

- James Ahlstrom – Aye
- Mark Preece – Aye
- James Bruhn – Aye
- Dave Tovey – Aye
- Debbie McKeen – Aye

14.

Mayor/Council Reports

Debbie McKeen – attended the Utah League of Cities and Towns Conference last week. She will provide what she learned to the rest of the council. She is concerned about kids using skateboards on the new stage and would like the city to put up some signs. She wants to tie down the bleachers so they cannot be stolen. At this point, Kelly Enquist stated the parks meeting on Thursday will be changed to 7:00 pm at the park. They can then look over some of Debbie’s concerns. Debbie reminded council about the newsletter articles being due, and she asked Craig if there is a 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.
Dave Tovey – the Youth City Council gave a good report; he missed the public safety meeting, but will attend the golf committee meeting next Friday and the parks meeting on Thursday.

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

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

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

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

15. Closed Meeting, if Necessary, for Reasons Allowed by State Law

Not necessary.

16. Possible Action Following Closed Meeting.

Not necessary.

17. Adjourn 10:30 pm

MOTION: Dave Tovey moved to adjourn City Council meeting.
SECOND: James Ahlstrom seconded the Motion.

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

Mayor Kenneth Romney
Heidi Voordecker (City Recorder)
Nathalie Ellingson (Secretary)