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2 Minutes of the Meeting of the City Council of West Bountiful City held on Tuesday, August 7,
3 2012 at West Bountiful City Hall, Davis County, Utah
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6 Those in Attendance

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

9
10 STAFF PRESENT: Craig Howe (City Administrator), Heidi Voordeckers
11 (City Recorder), Ben White (City Engineer), Steve Doxey (City Attorney),
12 Chief Todd Hixson, Cathy Brightwell (Deputy Recorder), Nathalie
13 Ellingson (secretary).
14

15 VISITORS: Jim Rampton, Mike Wright, Steve Schmidt, Kelly Enquist,
16 Doug Layne, Terry Olsen, Alan Malan, Ellen Freestone, Merilee Thacker,
17 Frank Schofield.
18

19 Called to Order: Mayor Romney called this meeting to order at 7:34 pm.
20

21 Invocation/Thought – Invocation by Debbie McKean.

22 Pledge of Allegiance led by Mark Preece.
23

24 1.
25 Accept Agenda

26 There was insufficient notice for action items, so Items 7, 10 and 14a will
27 be discussions only, Item 9 will be deleted, and Item 15 will be tabled.
28

29 MOTION: Debbie McKean moved to accept the agenda with changes.

30 SECOND: Dave Tovey seconded the Motion.
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32 PASSED: Voting was as follows:
33 James Ahlstrom – Aye
34 Mark Preece – Aye
35 James Bruhn – Aye
36 Dave Tovey – Aye
37 Debbie McKean – Aye
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40 2.
41 Public Comment

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43 No comments.
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48 3.
49 Employee of the Month

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51 Craig Howe presented Cathy Brightwell as the Employee of the Month for
52 July. She joined the staff to help with community development policy
53 work and has gone through many policy issues. She has been a good
54 support, acting as liaison between the staff and the Planning and Zoning
55 Commission.
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58 4.
59 Citizens of the Year

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61 Mayor Romney awarded plaques to the Citizens of the Year 2012. They
62 were recognized in the 4th of July Parade and in an article in the paper.

1 Mother of the Year – Marilee Thacker; Father of the Year – Frank
2 Schofield; Officer of the Year – Chief Todd Hixson; Youth Citizen of the
3 Year – Braden Wilcox; Resident of the Year – Ellen Freestone, resident
4 for 85 years. Mayor asked Ms. Freestone for her favorite memory. She
5 remembered putting together and sending out a paper about all the
6 servicemen from West Bountiful in World War II.

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10 5.
11 Holly/Frontier Recognition

12
13 Mayor Romney recognized Holly/Frontier Refinery for its contribution to
14 the city, which included donations to the elementary school, new servers
15 for the police department, the July 4th fireworks show, and partnering with
16 the city on water lines, water storage, and the new well. Mike Wright
17 received the award.

18
19 6.
20 Public Hearing to Receive Input
21 and Consider Approval and
22 Adoption of the Updated Fire
23 Impact Fee Facilities Plan,
24 Impact Fee Analysis, and
25 Impact Fee Ordinance for the
26 South Davis Metro Fire Agency.

27
28 Craig Howe – Introduction – The South Davis Metro Fire Agency
29 acquired a bond to fund fire houses that serve the city. The bond was to
30 be paid from impact fees, which were set in 2006. Due to the slow
31 economy, there has been little building construction; therefore impact fees
32 have declined, and are no longer keeping up with the bond. The city
33 managers have been concerned about the fees and being unable to make
34 the annual bond payment. Lewis Young Robertson & Burningham, Inc.
35 (“LYRB”) did a study for the Fire Agency. They recommended a new fee
36 schedule based on land use and the cost per call. These fees apply to all
37 the cities except Bountiful, which paid its share up front and therefore
38 does not assess impact fees. A copy of the analysis was provided for
39 council and Fire Chief Jim Rampton was present to answer questions.

40
41 There was a concern expressed by council member McKean that West
42 Bountiful is currently seeing very little construction. It was clarified that
43 if the entire district put together can make the bond, West Bountiful may
44 not have to cover their full percentage. So far the Agency has been able to
45 pay the bond because North Salt Lake and Centerville have both
46 experienced growth, and Bountiful donated cash for a reserve. But from
47 now on, they will be relying on impact fees only, and the new fees are not
48 guaranteed to cover the bond. The city managers have been asked to meet
49 and work on ways to pay the bond in the future.

50
51 8:35 pm

52
53 MOTION: James Ahlstrom moved to open the Public Hearing.

54 SECOND: Mark Preece seconded the Motion.

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56 PASSED: Voting was as follows:

57 James Ahlstrom – Aye

58 Mark Preece – Aye

59 James Bruhn – Aye

60 Dave Tovey – Aye

61 Debbie McKean – Aye
62

1 No comments.

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3 MOTION: James Bruhn moved to close the Public Hearing.

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5 SECOND: James Ahlstrom seconded the Motion.

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7 PASSED: Voting was as follows:

8 James Ahlstrom – Aye

9 Mark Preece – Aye

10 James Bruhn – Aye

11 Dave Tovey – Aye

12 Debbie McKean – Aye

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17 7.

18 Consider Approval of Ordinance 345-12,
19 An Ordinance Adopting an Impact Fee
20 Facilities Plan for Fire/EMS Impact Fees,
21 a Written Analysis of Fire/EMS Impact Fees,
22 Enacting Impact Fees, and Establishing a
23 Service Area for Purposes of Equitable
24 Distribution of the Impact Fees.

25
26 Discussion only. This was discussed before the public hearing.

27
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29 8.

30 Discussion on Updated
31 Consolidated Fee Schedule.

32
33 Cathy Brightwell – Consolidating the fee schedule was Cathy's first
34 project when she joined the staff a year ago. The intent was to have all
35 fees listed in one document. Staff pulled all current fees through existing
36 resolutions, and a copy of the changes was provided, showing current fees
37 in black and new fees or fee changes in red. In most cases, the document
38 cites the resolutions that the fees were pulled from. Debbie McKean
39 asked what criteria had been used to determine fees. Cathy stated the fees
40 are to cover administrative costs and labor.

41
42 There was some discussion regarding rental of the city hall to residents for
43 events. Cathy stated the city hall is seldom used by residents and when it
44 is used usually no fee has been charged. It was suggested they review it
45 further and decide whether to charge a higher fee than stated in the
46 schedule, charge no fee, do away with residents use of the building, or
47 charge a deposit that can be returned after inspection of the premises.
48 They were asked to consider that the city hall was built with taxes paid by
49 the residents, which makes it partly theirs. Alan Malan also asked it be
50 available for non-profit clubs that benefit the city free of charge.

51
52 James Bruhn suggested they assess a replacement fee to homeowners who
53 destroy their garbage containers (other than normal wear and tear or
54 damage caused by the garbage trucks).

55
56 Steve Maughan asked for clarification on the water fees. Everything is
57 coded as per 1,000 gallons with a base fee of \$63/month for up to 8,000
58 gallons. Overages are billed in addition to the base fee for amounts use
59 over 8,000 gallons.
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1 9.
2 Planning Commission Report.

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4 See Item 13.
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8 10.
9 Consider Approval of Financial
10 Services Agreement with Lewis
11 Young Robertson & Burningham.

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13 Discussion only.

14 It was determined that council had already approved the agreement in the
15 last meeting pending approval of legal counsel. Both Steve Doxey and
16 James Ahlstrom reviewed it, but there was a question from the council
17 regarding whether the fees are appropriate. Craig stated there were fixed
18 rates, one for a public offering and one for a private offering, and the
19 maximum is \$12,000. There were no objections to the fee schedule, so
20 Mayor Romney asked the staff to notify LYRB to go ahead and do term
21 sheets. They will pass super parameters resolution at the next meeting.
22
23

24 11.
25 Consider Approval of Resolution 297-12,
26 a Resolution Authorizing the Issuance
27 and Sale of not more than \$2,200,000
28 Aggregate Principal Amount of Sales Tax
29 Revenue Refunding Bonds, Series 2012,
30 and Related Matters.

31 Discussion only. This item was tabled.
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36 12.
37 Engineers Report

38 Ben White –

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41 The DSB trail has been paved with asphalt.

42
43 The storm drain work related to Skiddy subdivision will start soon.
44

45 Work on 400 North Road project with UDOT is progressing slowly. On
46 1100 West they are casting boxes on the storm drains. A gas line will
47 need to go through 1100 West and the road will need to be cut again. On
48 400 North, the road is closed at the top and bottom of the construction.
49 900 West and 975 West is open when the contractor is not working. The
50 post office is deciding whether or not to deliver mail in that area.
51

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53 13.
54 Planning Commission Report

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56 Alan Malan – They approved a couple of conditional use permits and
57 worked on the bylaws. James Bruhn brought up an issue of a turnaround
58 bubble at the dead end by Frank Chase's property. His opinion was that
59 the contractor putting in the road to cross that property should be
60 responsible for getting rid of the bubble. Mayor Romney asked Steve
61 Doxey to review the city's legal options, and this matter could be
62 discussed at a future meeting.

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3 14.
4 Administrative Report.

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6 Craig Howe –

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- Grady Tanner's Welcome sign will be unveiled tomorrow at noon. Another young man wants to do a similar project for his Eagle, and was invited to the unveiling.

11 a. Discussion on changes to employee policies and procedures manual
12 and consider approval of employee cell phone policy.
13 Tabled. See comments below.

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- They want to update the cell phone policy for employees, which would fall under administrative policies. There was discussion as to which employees should be provided a cell phone. This would apply to full-time fully benefitted employees. Most employees who were provided phones in the past ended up turning them in. It is generally easier for employees to use their own phones, and the city would allow \$35.00 for each employee to apply to their phone bill.
 - Council members were provided copies of the updated Policies and Procedures Manual. Craig asked that they review it in order to recommend any changes. The manual will be discussed at future meetings.
 - Craig distributed a chart from the Fire Board regarding refunding their bond. The Fire District has received bids from several banks, but Bank of Utah is the only bank that will refund the entire set of bonds for 20 years. The 2012 payment on the chart is blank because they would not owe a payment and they can take that payment and apply it to 2013. The amount released from the reserve would come from Bank of Utah to the city. They could put that reserve into the bonds refunding in the first place, and the first payment would come the following year. The chart showed the payment schedules to the different banks. The Fire District was looking at the higher rate when they did the impact fees analysis. Partial refunds will go back up in the future.
 - The staff is looking at copiers. Two have been tried out, and they will try out one more. They figured they can get a new copier for less than was budgeted.
 - A greens mower blew out on July 2 with 400 hours of use on it. They are looking at lease returns rather than new mowers. They have tried demo mowers and have had varied results. Craig showed pictures of the results. He suggested new mowers be discussed at the next golf meeting, and recommendations be brought to the next council meeting.

50 15.
51 Approval of Minutes from the
52 July 17, 2012 City Council Meeting.

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54 Tabled.

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57 16.
58 Mayor/Council Reports

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60 Debbie McKean – Newsletter items due by August 15th.

61

1 Dave Tovey – Attended part of the Parks and Trails meeting where they
2 talked about the irrigation system. Steve Maughan has ideas that would
3 save cost and he is preparing a report. They also talked about a bathroom
4 upgrade using RAP taxes and a trail around the park using impact fees.
5 The council agreed the trail should be paved with asphalt. The youth
6 council interviewed applicants and letters of acceptance were sent to 20
7 applicants.

8
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10 James Bruhn – He has seen a communications company running cables
11 through town. Square metal plates were placed over potholes, but the
12 plates are gone and square holes are left. He had a question on his
13 property tax notice, which was clarified by Heidi Voordeckers. He is
14 attending a waste convention next week, and he will do some research on
15 garbage cans.

16 Mark Preece – Nothing to report.

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19 James Ahlstrom – Attended a golf meeting. A new meeting was planned
20 for August 24th, 11:30 am at city hall. He missed the public works
21 meeting.

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23 Mayor Romney – Nothing to report, but thanked everyone for their work.

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26 17.
27 Closed Meeting

28 Not necessary.

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30 18.
31 Action Following Closed Meeting

32 None.

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35 19.
36 Adjourn (10:00 pm)

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38 MOTION: Debbie McKean moved to adjourn.

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40 SECOND: Dave Tovey seconded the Motion.

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42 PASSED: Voting was as follows:

43 James Ahlstrom – Aye

44 Mark Preece – Aye

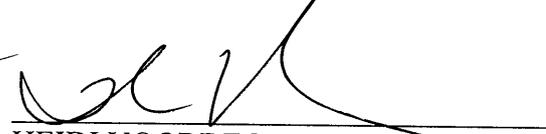
45 James Bruhn – Aye

46 Dave Tovey – Aye

47 Debbie McKean – Aye

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MAYOR KENNETH ROMNEY


HEIDI VOORDECKERS (CITY RECORDER)



NATHALIE ELLINGSON (SECRETARY)