

1 Minutes of the West Bountiful City Council work session and regular meeting held on **Tuesday,**  
2 **April 1, 2014** at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

3  
4 Those in attendance:

5  
6 **MEMBERS:** Mayor Kenneth Romney, Council members James Ahlstrom (by phone),  
7 James Bruhn, Kelly Enquist, Debbie McKean, Mark Preece

8  
9 **STAFF:** Duane Huffman (City Administrator), Heidi Voordeckers (Finance  
10 Director/Recorder), Ben White (City Engineer), Chief Todd Hixson, Paul Holden (Golf  
11 Director), Steve Maughan (Public Works Director), Cathy Brightwell (Deputy Recorder/  
12 Secretary)

13  
14 **VISITORS:** Alan Malan, Corey Sweat, Dal Wayment, David Asay, Amalia Deslis,  
15 Nathan Peterson, Dez Regan, Jake Morrill

16  
17 -----  
18  
19 **WORKSESSION:** The work session was called to order at 6:10 pm by Mayor Romney.

20  
21 Duane Huffman presented the first draft budget for FY 2014/2015. This draft represents the  
22 collaborative effort of all of the City's departments. He explained the goal today is to make it  
23 through everything once, identifying questions. Additional work sessions will be scheduled  
24 through April with the tentative budget presented for approval the first meeting in May.

25  
26 General Fund - Duane compared General fund capital, personnel, and operating expenses for  
27 FY09, FY10, FY11, FY12, FY13, and FY14. A base budget was created by attempting to remove  
28 any one time expenditures from the current year and includes the impact of employee increases that  
29 have been given this year. The first draft of FY14-15 shows total revenue of \$3.67M, including a  
30 projected 4% increase in sales tax collections. In addition, capital project funds will be created for  
31 each project rather than recognizing the expense in the general fund. General fund operating  
32 expenses total \$1.349, with \$21,000 in capital expenditures, debt service expenses of \$156,000,  
33 sales tax sharing in the amount of \$528,000, and transfers out of \$212,500 (to the Streets Capital  
34 Improvement Fund). The first draft of the 2015 General Fund budget shows total revenue over  
35 expenditures \$37,622 and is representative of many of the department requests. Under this  
36 scenario, ending fund balance is \$990,530 with an available fund balance of \$349,284(9.5% of  
37 projected revenue and exceeding the state requirement of at least 5%).

38  
39 Discussion followed about specific department budget requests.

40  
41 Chief Hixson distributed a package providing details on police department salaries in the South  
42 Davis area and a proposal to alter the salary structure to be more competitive. The proposal was  
43 shown with implementations over 1 year, 2 years, and 3 years. The full-year cost of the 1year  
44 proposal is \$104.8K, the 2 year proposal is \$72.9K, and the 3 year proposal is \$56.7K. If a double  
45 step increase was to be implemented instead, the cost would be \$22.5K. Council member McKean  
46 asked him if there are areas he is willing to cut from the existing budget to get where he wants to

47 be. The Chief responded that he already runs a tight budget so there are little opportunities to cut.  
48 Duane replied that he worries when asking employees to cut spending to fund salary increases, as it  
49 can create harmful incentives.

50  
51 Duane continued to explain his spreadsheet regarding General Fund.

52  
53 Building expenses are proposed to stay at \$20K to cover increased upkeep. Council member  
54 McKean requested a list of items that require repair, which was added to the budget "comeback"  
55 list.

56  
57 The streets department has requested an additional \$10K (paid out of Class C road money) to fund  
58 additional pot-holing and shouldering repair. The company we used in the past shut down and new  
59 bids are coming in higher from other companies.

60  
61 Other general fund issues:

62 Increase park service hours by \$4K for additional part-time seasonal workers. Steve would like to  
63 start them in April rather than late in May.

64  
65 K-9 budget increase by \$1.7K for medications and special food due to Vader's arthritis and hip  
66 condition. Dr. Pam says he has another couple years. Some additional services will continue to be  
67 donated by her office.

68  
69 The parks department would like to continue with the replacement of picnic tables for the bowery  
70 behind city hall. We have been replacing 4 tables a year for \$4,250, which explains the request for  
71 additional funding in parks building and grounds.

72  
73 Increase of \$7.5K for v-plow for the 1 ton pickup truck so we can plow more cul-de-sacs and other  
74 touch-up services. This will not negate the need to contract out for these services, but is a move in  
75 that direction.

76  
77 A utility vehicle (\$10k) to be shared by Parks and Streets.

78  
79 Access ladders (\$1k) for loading and cleaning snow plow trucks. This is a safety issue.

80  
81 Class C one-time - \$50,400. These revenues are restricted for specific uses. This budget draft  
82 represents a one-time draw down to cover the cost of street lights. This is an accounting maneuver  
83 to spend restricted fund balance before those that can be spent with less discretion.

84  
85 Duane then discussed the items taken off the list including an engineering plotter, file cabinets for  
86 the file room, a 6-year tractor/road side mower lease, and a Christmas tree for the lobby.

87  
88 He explained that at the end of day we are leaving ourselves a cushion in the general fund to deal  
89 with slight swings without affecting services. He then went on to discuss other funds.

90  
91 Solid Waste Fund – We collect \$339K in user fees, which will leave us with an estimated \$11k  
92 deficit for the year after wages and the increased cost of can replacement are considered. The \$2k

93 increase for the cost of purchasing additional is related to the rising cost of the resin that they are  
94 made out of. The deficit for FY 2015 can be covered by fund balance; however, we will need to  
95 revisit the fee structure within a year or two (our cost for service on the first can is higher than the  
96 cost of the second can, though we charge the same monthly fee for each).  
97

98 Storm Water fund – We collect \$58k. Plan to move some street sweeping expenses in to meet  
99 SWPPs compliance, general repairs, and a new line item for training. We are in the black \$3,400  
100 but are not putting anything aside for capital projects and repairs. Staff is waiting to make a  
101 proposal until we know what Council decides to do with water rates.  
102

103 Water fund – Revenues are \$1.4 M, expenses are \$881,500 which includes a concrete saw, plate  
104 compactor, and a rolling toolbox for \$6k. Steve explained it is embarrassing not to have these  
105 things when we have water breaks. We also added \$2k to replace old hydrants (5/yr), and \$20k for  
106 hydraulic equipment for water line breaks. This should cut down on overtime and it is a safety  
107 issue. We will be more efficient with proper tools. \$37k for a new service truck - Blake's truck is  
108 10 years old. Staff is proposing an innovative practice to turn-over the trucks more often at a low  
109 cost.  
110

111 Golf fund – Current year revenue projections are \$1.1 because of outside funding of capital  
112 projects (e.g., parking lot rebuild). Next year we expect \$858.5 in operating revenue, which is  
113 conservative and depends on the weather; it is an elastic number. Expenses – \$839k, leaving  
114 revenue/expenses at \$23k. We may ask the new assistant pro about working seasonally. There  
115 was discussion about various budget requests, for example, a new rough mower, a range picker,  
116 improving cart paths, irrigation, seed/chemicals/sand, and rental clubs. Not included were an  
117 additional \$2,500 in clubhouse/café improvements, and increased funding for tree trimming  
118 services. After next year we will need additional space to shelter carts; we can handle 60 now.  
119 Also not included is any inter-fund payback. Council member McKean would like to see an option  
120 for range hood and cart barn exterior maintenance.  
121

122 If we don't see large increases in revenues, we can use rap tax, etc., for large expenditures like the  
123 cart barn because revenues will not get to a point where we can add those. There is currently no  
124 savings in the fund so we don't want to drop the net too low in case we have bad year.  
125

126 Last element is capital – (draft spreadsheet) shows projects on tap this year and their funding  
127 sources such as park impact fees and rap tax. Staff asked for direction for other possible projects.  
128 Debbie McKean asked about the status of the parks committee. The Mayor suggested we go back  
129 to see what they proposed and what we've completed on their priority list. Duane offered to update  
130 the list for the next meeting.  
131

132 As it was time to begin the regular meeting, the Council ended the discussion at 7:28 pm with the  
133 understanding that further discussion was needed.  
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141 Mayor Romney called the regular meeting to order at 7:37 pm. Mark Preece gave an Invocation,  
142 and the Pledge of Allegiance was led by Debbie McKean. The Mayor announced that Council  
143 member Ahlstrom was participating in the meeting by speaker phone.  
144

145 **1. Accept Agenda**

146  
147 **MOTION: James Bruhn moved to approve the agenda, swapping items 4 and 3.**  
148 **Debbie McKean seconded the Motion which PASSED by unanimous**  
149 **vote of all members present.**  
150

151 **2. Public Comment**

152  
153 Corey Sweat commented on the water budget plan, reminding the Council that he hopes  
154 water rates will go down. He also requested that before any decisions are made about vacating a  
155 portion of 1200 North for the Sewer district, time be given to current residents to relocate. He said  
156 the Rumsey's are due to have twins any day; they are not financially sound and will need some  
157 time to move on.  
158

159 **5. Discussion on culinary water rates**

160 Duane Huffman described the adjustments made to his spreadsheets after the last  
161 discussion. Assumptions were adjusted changing available cash. Staff attempted looked at what  
162 the costs of the entire system. To replace the current value of the system over 50 years would cost  
163 \$427k per year. We also looked at what we need today. A new well, 30k feet of pipe, and  
164 specifically identified capital projects = \$392/year. What funding do we need for operations and  
165 maintenance? For example, 1 FTE (full time equivalent) equals \$70k. A water rate of \$50 takes  
166 the total rate to \$66.25. Mayor Romney asked Steve Maughan how much manpower we need to  
167 add. Steve responded that if we anticipate the same project level, we will need 1 FTE. He  
168 continued that if we do not get tied up on projects, the need drops to one-half FTE. There was  
169 discussion that we anticipate keeping the same level of projects over the next 10 years. Council  
170 member Ahlstrom asked why we used a 50 year design life and not 30 years. Ben responded that  
171 technology and materials have changed so 50 is a good average, and the industry standard is 50  
172 years.

173 Council member Bruhn said his proposal all along has been to drop the rate to \$50 and add  
174 \$3 to storm drain/solid waste for a net reduction of \$10 to residents. He went on to say that this  
175 proposal would allow the City to make up the shortage on garbage and begin to build a fund for  
176 storm drain. Under this proposal and based on spreadsheet numbers, we could run out of money by  
177 2030. The Mayor responded that the key is to revisit the issue every few years. Discussion  
178 followed about the timeline for the rate change. Duane said July 1 is the deadline so it would be  
179 prudent to vote on the issue by the first meeting in May. James Ahlstrom talked about structuring a  
180 proposal by putting in some kind of sunset. The Mayor suggested the proposal include language to  
181 reevaluate in four years.

182 The Mayor and Steve Maughan talked about problems they found when flushing hydrants  
183 recently giving examples of the poor condition of our pipes.

184 **3. Presentation from South Davis Sewer District regarding their request to vacate a**  
185 **portion of 1200 North Street, west of Legacy Highway**  
186

187 Dal Weyman, general manager of South Davis Sewer district, talked about what the Sewer  
188 district does for the public. He explained that the development of sanitation is the most important  
189 medical advancement in 166 years and they take their role very seriously. Instead of sewer  
190 treatment, they are now considered energy and resource recovery. He said it costs \$765/mg to treat  
191 waste and the rates are \$87 per year, which have not changed since 1988. He explained that the  
192 major issue facing them is nutrient removal -- nitrogen and phosphorus, with a projected impact of  
193 \$10M. The Sewer district is looking at rate options; worst case they could go to \$60/month.

194 Mr. Weyman explained that they bought land from farmers in 1960 to build the plant and  
195 agreed the road (1200 North) would be open for public use. The City took over the road and  
196 waterline for half a dozen homes and the sewer plant. When Legacy Highway was built, 1200  
197 North was separated into two parts isolating the Plant and homes to the west of the highway. Mr.  
198 Weyman said now the Sewer district would like the City to vacate the road. He said technically  
199 West Bountiful is supposed to maintain the roads but does very little, and given their location the  
200 District understands why. He went on to explain that the Plant will never move because all sewer  
201 lines run in to it. With new nutrient removal requirements, they will need more land to expand. He  
202 added there are several homeowners on the road who requested that their homes be purchased by  
203 the District and leased back. The six acres to north are held by a radio station, and they also asked  
204 to be bought as long as they can lease for 10 yrs. Mr. Weyman said they have no immediate plans  
205 to move homeowners and recognized it is nice to have someone there in the evenings and on  
206 weekends.

207 Duane Huffman acknowledged that the City is not excited about maintaining the facilities  
208 but have a concern we would be left with less than a mile of frontage road. There was discussion  
209 about de-annexing back to the County and having the Sewer district pick up maintenance of the  
210 remaining portion. Duane went on to explain that based on its use, there is no tax base reason to  
211 keep it. The City owes it to residents that its land be treated fairly but we have never put much  
212 money in it. Steve Maughan asked how this proposal would affect water line maintenance. Ben  
213 White suggested making a demarcation at some point and turning the remainder over to the Sewer  
214 district to maintain. Ben said he has no problems vacating the road, but there could be possible  
215 issues de-annexing because of possible future development.

216 Based on the Council's favorable discussion, Duane stated he would begin the vacation  
217 application process.

218  
219 **5. Alice Acres subdivision request for an additional asphalt cut**

220 Ben White explained that when this subdivision was proposed Weber Basin said they  
221 would not need to cut into 400 North. After the subdivision was approved, they discovered they  
222 would need to increase the size of pipe and now want to cut into the road. However, they came up

223 with alternative by running their pipes through the cuts on 1100 West. As a result, the issue can be  
224 tabled until we know if there is a problem.  
225

226 **MOTION: Debbie McKean moved to table this issue. James Bruhn seconded**  
227 **the Motion which PASSED.**  
228

229 The vote was recorded as follows:

230 James Ahlstrom – Aye – by phone

231 James Bruhn – Aye

232 Kelly Enquist – Aye

233 Debbie McKean – Aye

234 Mark Preece – Aye  
235

236 **4. Presentation by UDOT regarding the City's request to replace the 400 North overpass**  
237 **bridge as part of the 2014 reconstruction project (subject to arrival)**

238 Nate Peterson from UDOT introduced his team and explained this was their third meeting  
239 tonight, having met earlier with the North Salt Lake and Woods Cross City Councils. He explained  
240 that a year and a half ago, a critical goal was minimizing traffic impacts and delays on I-15 by  
241 adding express lanes for the 165,000 vehicles per day travelling through South Davis County.  
242 They also need to reduce congestion at 2600 South and 500 South interchanges, and improve  
243 options for bicycle traffic. A contract was awarded for \$117 M to complete this 1.5 miles project  
244 using both state and federal money. The Scope is to fill in the gap in express lanes from Beck  
245 Street to Farmington. Once completed, this will be the longest continuous express lane in the U.S.  
246 The project also includes rehabilitation of the bridges at 2600 South, 1500 South and 500 South,  
247 and improving the intersections at 2600 South and Highway 89, and at 500 South and 500 West.  
248 He pointed out that they are expecting an additional 200 to 300 more trucks due to refinery  
249 expansions.

250 Regarding the 400 North overpass, Mr. Peterson explained that it is too narrow to make  
251 room for express lanes on the highway below. It will be enlarged and the vertical curve will be  
252 improved. Mayor Romney brought up the 6-8 inch settlement on the west side of train tracks is  
253 especially noticeable this year. Mr. Peterson explained that the new bridge will have a larger slab  
254 to improve those issues. He also noted that the 500 West 400 N intersection enlargement project  
255 will be included, and they will be working out details. Council member Bruhn expressed concern  
256 that the bridge over the tracks is not included in the project forcing two shut-downs – one now and  
257 one when they come back to do it later. Mr. Peterson explained the purpose of the project is to  
258 widen the 400 North bridge is to make room for express lanes; which does not affect the bridge  
259 over the tracks. He has made requests to include it but has not been able to get approval. When  
260 asked when the second bridge might be replaced, the responded that there is no date at this time.  
261 He explained that structures are inspected every other year and rated. Once a structure is eligible  
262 UDOT can begin considering it. He offered to find out rating of bridge and let us know. Council  
263 member Enquist commented that the bridge is not bike or pedestrian friendly and school kids use it  
264 every day. He recommended they consider reprioritization. Mr. Peterson replied that the sidewalk  
265 width will increase from 4 to 6 feet and will have a raised barrier.  
266  
267

268 Schedule – the project will begin mid April. 400 North will begin in the fall of 2014 to summer of  
269 2015 and is expected to be closed for 60 days. The plan is to begin on the outside lanes and move  
270 traffic to inside lanes. They have to be very strategic on closures with only one interchange closed  
271 at a time. They plan to provide a lot of public information to get people to begin using side streets  
272 and Legacy Highway. They will send out mailers and are partnering with UTA for Trax tickets.  
273 Dez Ragan was introduced as the person assigned to this area and she said  
274 she will be happy to talk with people having questions. A special website has been set up to follow  
275 the Project – [www.udot.utah.gov/i15southdavis](http://www.udot.utah.gov/i15southdavis).

276 Mayor Romney thanked them for the good job they're doing and encouraged the public to  
277 stay informed.

278

279 **7. Consider motion to provide local consent to a request for a Beer License for Taste of**  
280 **India located at 282 South, 500 West**

281

282 Duane explained that this request is due to a change in ownership.

284

285 **MOTION: Debbie McKean moved to provide local consent to a request for a**  
286 **Beer License for the Taste of India, located at 282 South , 500 West.**  
287 **James Ahlstrom seconded the Motion which PASSED.**

288

289

The vote was recorded as follows:

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James Ahlstrom – Aye - by phone

291

James Bruhn – Aye

292

Kelly Enquist – Aye

293

Debbie McKean– Aye

294

Mark Preece – Aye

295

296 **8. Consider approval of Ordinance 359-14, an ordinance amending sections 2.08.030 and**  
297 **2.08.040 of the West Bountiful Municipal Code to clarify requirements regarding City**  
298 **Council meetings**

299 Duane Huffman discussed changes made from previous drafts. He explained that Steve  
300 Doxey recommended separating some of the information into an Ordinance, and some dealing with  
301 parliamentary procedures into a Resolution. He confirmed that previously requested changes have  
302 been made.

303

304 **MOTION: James Bruhn moved to approve Ordinance 359-14 amending**  
305 **sections 2.08.030 and 2.08.040 of the West Bountiful Municipal Code**  
306 **to clarify requirements regarding City Council meetings. Debbie**  
307 **McKean seconded the Motion which PASSED.**

308

309

The vote was recorded as follows:

310

James Ahlstrom – Aye – by phone

311 James Bruhn – Aye  
312 Kelly Enquist – Aye  
313 Debbie McKean– Aye  
314 Mark Preece – Aye  
315

316 **9. Consider approval of Resolution 331-14, a resolution establishing rules of order and**  
317 **procedure governing public meetings of the City Council**

318 Debbie asked about giving staff until Friday to do packets. It was decided the current  
319 Thursday deadline was preferred. If agenda items come in after the deadline, they can be  
320 distributed via email or hand delivered.  
321

322 **MOTION: Debbie McKean moved to approve Resolution 331-14 establishing**  
323 **rules of order and procedure governing public meetings of the City**  
324 **Council. James Bruhn seconded the Motion which PASSED.**  
325

326 The vote was recorded as follows:  
327 James Ahlstrom – Aye – by phone  
328 James Bruhn – Aye  
329 Kelly Enquist – Aye  
330 Debbie McKean– Aye  
331 Mark Preece – Aye  
332

333 **10. Consider approval of Resolution 332-14, a resolution establishing policies and**  
334 **procedures for the leasing of city property for the purpose of grazing.**

335 Council member McKean asked that language be added to Section 2 of the first page, “by  
336 consent of council,” so we stay in the loop. Duane Huffman explained the issue is because we’re  
337 dealing with different kinds of properties that require negotiation; it is hard to negotiate details  
338 without knowing if the Council will approve it. Ms. McKean said she wants to know what is  
339 happening before it is done, and Duane agreed that communication will happen. Duane said there  
340 is a 60 day termination clause if City Council later finds a serious problem. Council member  
341 McKean said she is ok with the proposed language as long as Council is kept in the loop. Council  
342 member Enquist asked about deposits discussed in number 5 of Exhibit A – Fencing. Duane gave  
343 examples of fencing options and other situations that may affect deposits. He said deposit makes it  
344 easier to get money if they don’t pay.  
345

346 **MOTION: James Bruhn moved to approve Resolution 332-14 establishing**  
347 **policies and procedures for the leasing of city property for the**  
348 **purpose of grazing after changes to the draft language that make**  
349 **deposits mandatory. Kelly Enquist seconded the Motion which**  
350 **PASSED.**  
351

352 The vote was recorded as follows:  
353 James Ahlstrom – Aye – by phone  
354 James Bruhn – Aye

355 Kelly Enquist – Aye  
356 Debbie McKean– Aye  
357 Mark Preece – Aye  
358

359 **11. Consider approval of facilities use agreement with West Bountiful Baseball League for**  
360 **the 2014 season.**

361 Duane Huffman presented the facilities use agreement with the West Bountiful Baseball  
362 League explaining it was similar to past agreements. The new agreement clarifies that the City is  
363 responsible to clean bathrooms, give them another key to snack shop– it is more baseball friendly.  
364

365 **MOTION: Kelly Enquist moved to approve a Facilities Use Agreement with**  
366 **West Bountiful Baseball League for the 2014 season. Mark Preece**  
367 **seconded the Motion which PASSED by unanimous vote.**

368

369 **12. Discussion on draft employee golf privileges policy**

370 Duane Huffman presented a revised draft employee golf privileges policy based on  
371 previous discussion. He asked for clarification regarding how the policy will apply to employees'  
372 immediate family not living in the same house. Several options were discussed. It was decided  
373 that any member of an employee's immediate family will be given privileges regardless of where  
374 they live and whether they are accompanied by the employee. Council member Enquist asked  
375 about the status of lifetime privileges. Mayor Romney said he was aware of two individuals given  
376 lifetime privileges; Paul Berganz, the retired golf maintenance superintendent, and Dick  
377 Grueppner, who ran the Men's League for years. Duane commented that we have been unable to  
378 find any documentation or lists of people given privileges making it difficult for employees to  
379 know when to honor requests. He stated that each employee and official will need to provide a list  
380 of immediate family members for whom the policy will apply. He will prepare a final draft for  
381 approval at the next meeting. Council member Ahlstrom asked about a city ambassador privileges  
382 and suggested Council should be involved. Council member Bruhn noted that any free golf a  
383 council member wants to give can just go through the Mayor.  
384

385 **13. Discussion on Independence Day celebration and assignments – Council member**  
386 **McKean**

387 Council member McKean passed out Independence Day assignments to each of the Council  
388 members. James Ahlstrom suggested they get a dunk booth with money going to Safe Harbor  
389 Domestic Violence Shelter.  
390

391 **14. Public Work's Report – 900 West Project Update**

392 Steve Maughan was called out during the meeting to check on a potential water line break  
393 at 500 West and 500 South. Duane Huffman gave an update on the 900 West project stating that  
394 we have had numerous water breaks as construction has progressed. Ben White explained that  
395 two-thirds of water lateral saddles were apparently only held in place by the ground around them

396 and as the ground is disturbed the water line has broken apart. He added that Pages Lane will be  
397 cut by this weekend.

398

399 **15. Planning Commission Report**

400 Ben White – There have been two planning commission meetings since the last city council  
401 meeting. Staff raised several issues to see if there was interest or a need to make code changes or  
402 establish policies. One issue was flag lots. Ben explained they are listed as a conditional use but  
403 there are no guidelines describing when they should be allowed and how they should be developed;  
404 the fire code is the most firm criteria we have. Commissioners decided we did not have enough  
405 requests to cause a change. The annexation process was another issue discussed. State code  
406 outlines requirements for annexation, our code does not. This leaves some ambiguity, for example,  
407 how long is an application good to take to city council or go back to planning commission,  
408 especially if it has been denied. The Commission decided we are not over burdened with these  
409 requests so there is not sufficient need to make ordinance changes. Ben listed conditional use  
410 permits that have been granted including a farm animal request for more chickens, deck approval,  
411 and a car dealer on 500 South. He also informed them of a discussion with Woodhaven regarding  
412 their request to have their property rezoned so they can sell it more easily. They told the  
413 commission the highest interest has been for multifamily use. The Commission encouraged them  
414 to change their marketing to retail uses currently included in the CG and CH zones as residential  
415 uses would be difficult given the proximity to Holly. Ben also reported that Olsen Ranches got  
416 preliminary plat approval, and a public hearing will be held next week on the Frank Chase  
417 subdivision.

418

419 **16. Police Report**

420

421 The police report was tabled until the next meeting.

422

423 **17. Finance Report**

424

425 Heidi Voordeckers – explained the budget report for the period ending February 28, and  
426 shared some per capita information from the benchmarking project we participated in. She  
427 suggested some of this information would be good to provide to residents. The Mayor asked if she  
428 could modify the report to show budgeted information for both years to easily highlight  
429 differences, for example, capital expenses, and why year to date numbers may be off.

430

431 **18. Administrative Report – Report of status of personnel policy update**

432

433 Duane Huffman reported that the first draft of the personnel policy is ready but it has taken  
434 a back seat due to budget activities. He said he plans to present it to Council in May.

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437 **19. Mayor/Council Reports**

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Debbie McKean – Individual assignments have been given for Independence Day and she thanked everyone for helping out. Newsletter went out this week and she asked members to let her know if there is anything they'd like to see in future editions.

Kelly Enquist – reported that Ben covered the planning commission report very well. He also reported that Ryan Handley, a long time resident, passed away recently, and that the Kingston patriarch passed away which may affect the CDA with Woods Cross.

James Bruhn – reported he had no new news.

Mark Preece – reported that he attended a Sewer District meeting so was unable to attend the last Youth Council meeting.

James Ahlstrom – No report.

Mayor Romney – reported that he has been gone for a week so is just catching up on things. He appreciates everyone and what they're doing.

**20. Approval of Minutes from the March 4, 2014 Work Session and City Council Meeting.**

**MOTION:** James Bruhn moved to approve the minutes from the March 4, 2014 work session and city council meeting as presented. Debbie McKean seconded the Motion which **PASSED** by unanimous vote of all members present.

**21. Executive session, pursuant Utah Code 52-4-205(a), for the purpose of discussing the character, professional competence, or physical or mental health of an individual.**

James Ahlstrom moved to go into executive session at 10:35 pm in the Police conference room for the purpose of discussing the character, professional competence, or physical or mental health of an individual. Debbie McKean seconded the motion which **PASSED** by unanimous vote of all members present.

Debbie McKean moved to close the executive session at 11:42 pm. James Bruhn seconded the motion which **PASSED** by unanimous vote of all members.

**22. Possible action following the executive session**

No action necessary

**23. Adjourn**

485                   **MOTION:** James Bruhn moved to adjourn this meeting of the West Bountiful City  
486                   Council at 11:45 pm. Mark Preece seconded the Motion which  
487                   **PASSED** by unanimous vote of all members present.  
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491                   *The foregoing was approved by the West Bountiful City Council by unanimous vote of all*  
492                   *members present on Tuesday, April 15, 2014.*

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HEIDI VOORDECKERS (CITY RECORDER)

