

The agenda for this meeting was posted on the State of Utah Public Notice website and the West Bountiful City website, and sent to Clipper Publishing Company on February 12, 2015 per state statutory requirement.

Minutes of the West Bountiful City Council Strategy meeting held on **Tuesday, February 17, 2015** at Lakeside Golf Course, 1201 N 1100 West, West Bountiful, Davis County, Utah.

Those in attendance:

MEMBERS: Mayor Kenneth Romney, Council members James Ahlstrom, James Bruhn, Kelly Enquist, Debbie McKean, Mark Preece

STAFF: Duane Huffman (City Administrator), Chief Todd Hixson, Ben White (Engineer), Paul Holden (Golf Director), Steve Maughan (Public Works Director), Cathy Brightwell (City Recorder/ Secretary)

VISITORS: Alan Malan, Ken Rasmussen at 7:30 pm

Mayor Romney called the Strategy Session meeting to order at 6:30 pm.

1. Introduction/Welcome/Dinner

Mayor Romney welcomed attendees. Dinner was provided.

2. Team Building Discussion – Defining Success

Mayor Romney posed three questions to each council member.

Why did you want to be on council, and what is the most challenging part of the job?

Each council member responded and general discussion followed about giving back and supporting the community. Some talked about wanting to make improvements, and using their experience to benefit the City. Working with such a diverse group was thought to be challenging, as well as dealing with government entities. Another challenge over the years was not being able to afford professional people. Growing pains were difficult, but we now have professional staff in place which has resulted in better decisions. The final products we've seen (streets, water, etc.) in West Bountiful rival the facilities and service provided in any other city.

Define Success for West Bountiful.

Council members discussed different areas of success including staff, infrastructure, and finances. Mayor Romney summarized the discussion by saying the City has good, responsible employees in place; decision making is thoughtful and prudent; all essential services are provided efficiently; the infrastructure has improved significantly; and the City is financially sound - spending wisely and professionally.

What projects/policies are you most interested in?

Mayor Romney asked members what specific projects they were most interested in.

Council member Enquist wants to make sure we get the best bang for our buck; we need to account for every dollar.

Council member McKean wants to continue working towards getting the employee policy and procedure manual done, and focus on the playground at the Park.

Council member Ahlstrom wants to see the golf course continue to blossom, and he's glad we have been able to do street and water projects. He would like to see the City focus more on economic development and increasing the tax base, especially around Legacy Highway.

Mayor Romney believes it is important to pay attention to what we spend based on the expected return. We need to look at opportunities with a business mind. He added that he likes have differing ideas on council. It's important to share different points of view so it's not a runaway train. He also believes the City does a good job of being open and transparent; we have a higher professional level than ever before.

3. Policy/Project List Prioritization

Duane Huffman distributed a list of 2015 projects for discussion and prioritization. There was discussion about updating the general plan, focusing on economic development. He asked if any other projects should be added, or if we need to address any Ordinance issues. There was discussion about various items such as air soft guns, archery, and parking, especially as it relates to winter parking restrictions. Is April 2 too late for the overnight parking restriction to end? There was also a request by council members to get copies on a regular basis of what checks have been paid, not for approval but for information purposes.

Members and staff individually prioritized the list and gave them to Duane.

MOTION: *James Bruhn moved to adjourn to the regular meeting of the West Bountiful City Council at 7:40 p.m. Mark Preece seconded the motion which passed by unanimous vote of all members.*

Mayor Romney call the regular meeting to order

1. Public Comment

Ken Rasmussen 730 W 700 North - The planning commission gave preliminary approval for flag lots on the Wild subdivision and he is concerned with comments made by commissioners that the owner's preferences should hold a lot of weight in the decision making process. He said that is not true because the City will inherit problems, and once the properties are sold, the property owner will no longer be interested. He said there has been a strong precedent in West Bountiful to only allow flag lots in extreme circumstances, and in his opinion no good reason has been shown to approve flag lots over cul-de-sacs. When asked what he would think about having a path to the church, he responded that he would love it.

Alan Malan 772 W 1400 North, said he agrees with Mr. Rasmussen's comments. He still has some concerns about access and will do his due diligence with fire department.

There was some general discussion among Council members about whether criteria proposed in the past had ever been codified, and how conditional use would work for flag lots. Staff was asked to do some research on the issues.

2. Consider Notice of Award to Kapp Construction & Development Inc. for the 725 W Reconstruction Project.

Kapp Construction came in with the lowest bid for this Project. Staff was pleased with what they did last year on 900 West and 800 West and recommends approval. They would like to get started right away and Steve Maughan has already been meeting with residents about concrete. There was discussion about the need for a spring budget amendment.

MOTION: *James Bruhn moved to award to Kapp Construction & Development Inc. the 725 West Reconstruction Project for \$404,893. James Ahlstrom seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye
James Bruhn – Aye
Kelly Enquist – Aye
Debbie McKean – Aye
Mark Preece – Aye

3. Consider Notice of Award to Jordan Valley Construction for the Porter Lane Storm Drain Project

Ben White explained that Jordan Valley Construction came in with the lowest bid for this Project; it was expected to be around \$75k, but came in at \$90k. The goal of this project is to solve two issues - inadequate storm drain and a very deep ditch blocked by jersey barriers that poses a safety hazard. There was discussion about whether it is worth the cost based on the number of people affected, and that it should have been required as part of the Birnam Woods subdivision approval.

MOTION: *James Ahlstrom moved to Award to Jordan Valley Construction the Porter Lane Storm Drain Project in the amount of \$89,909. James Bruhn seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye
James Bruhn – Aye
Kelly Enquist – Aye
Debbie McKean – Aye

Mark Preece – Aye

The Regular meeting was adjourned. Following a short comfort break, the Strategy Session resumed.

4. Initial Look at FY 2015/2016 Budgets

Duane Huffman went over the budget charts and projections for next year. There was discussion about each Fund and available fund balances, including what to do with loans given to the golf course. Projects were discussed based on Park impact funds and RAP funds available for the golf course rest room and upgrades at City Park. Duane asked if staff could move forward with getting bids for the rest room and he was told he could. Once the bids come in, a decision can be made about the project and where the money will come from.

Staff was also asked to prepare bid packages for upgrades at City Park to include a basketball court, a rebuild or expansion of the volley ball court, a park entrance sign, and painting the Boweries (with graffiti proof paint). Council would also like to know what we pay for maintenance on the log cabin at the Park.

Other projects discussed for next fiscal year include a maintenance budget for City Hall to fix the lobby floor, painting, and other long overdue projects. There was also a desire to look into upgrades for the building including monitor screens, a permanent projector, and a decent audio visual system for Council Chambers. A new phone system to replace the outdated system in place was also discussed.

Department heads will put draft budget requests together.

5. Continue Discussion of Wage Study

Duane Huffman explained that several changes have been made to the information provided previously. Information on Mayor and Council wages, and what South Davis police officers are actually getting paid, and City Administrator wages is now included.

Mr. Huffman reviewed what he referred to as the Level 1 proposal, which includes increases for City Council, Mayor, Recorder, Public Works Director, Engineer, Golf Director, Assistant Golf Maintenance Superintendent, and police officers.

There was discussion about raising city council salaries. A comparison with other cities in the state was reviewed. They are paid significantly less than most other cities but are extremely engaged in issues. Some cities provide staff to Mayor and council members; ours have to do a lot of work on their own. There was agreement that it is important to incentivize the best candidates to want to serve the City. There was also a request to have staff look into planning commission salaries. As with all city positions, we don't need to lead the market but need to be fair and competitive.

There was a desire to implement the increases as soon as possible. Duane explained that the non-statutory positions can be increased immediately, but the statutory positions, which include the Mayor, City Council and Recorder are required to follow a process that includes a public hearing.

Mayor Romney asked Members how they would like to proceed. Council member Ahlstrom is in favor of the Level 1 Proposal plus half again more as soon as we can, across the board. Council member McKean responded that Level 1 is ok. Council member Preece is on board and ready to do it now. Council member Enquist agrees the Level 1 increases can happen now, and he would like to consider more for public works. He suggested that Duane and Steve Maughan get an employee-specific recommendation together, and that individual performances can be discussed in a future executive session. Council member Bruhn agrees that Level 1 is good, and more adjustments may be necessary.

There was discussion about how to move forward. The non-statutory position increases will be implemented immediately. For the statutory positions, direction was given to start the process now and schedule a public hearing as soon as possible. A closed session will be held at the next meeting to discuss specific individuals.

The meeting was adjourned at 10:20 pm.

The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on Tuesday, March 3, 2015.



CATHY BRIGHTWELL (City Recorder)

