

1 Minutes of the West Bountiful City Council meeting held on **Tuesday, April 21, 2015** at West
2 Bountiful City Hall, 550 N 800 West, Davis County, Utah.

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4 Those in attendance:

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

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9 **STAFF:** Duane Huffman (City Administrator), Steve Doxey (City Attorney), Chief Todd
10 Hixson, Ben White (Engineer), Paul Holden (Golf Director), Steve Maughan (Public Works
11 Director), Cathy Brightwell (City Recorder/ Secretary), Patrice Twitchell (Finance Clerk)

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13 **VISITORS:** Alan Malan, Beth Holbrook

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15 Mayor Romney called the work session meeting to order at 6:08 pm.

16
17 1. Discuss Budget for FY 2016.

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19 Duane Huffman reviewed the budget process to date and described each proposed increase in
20 the current draft of the General Fund. Highlights and items for follow-up are listed below.

21
22 Misc. Revenue - Check on Youth Council fundraisers and expenses.

23 Contributions & Transfers - Arts Council – Should it come out of RAP tax?

24 Legislative (City Council) - There was no interest in spreading the costs across other city funds.

25 Seminars will be budgeted for 3 attendees at the fall and spring ULCT conferences.

26 Miscellaneous supplies will be increased to cover meals for work sessions.

27 Administrative – Salaries include 2% annual increases. There was discussion about including
28 police department increases at same or different level. Duane will prepare models showing
29 2% and 4%. More of Recorder salary was moved from Planning Dept. to better reflect
30 actual work.

31 - Correct City Administrator classification for Workman's Comp.

32 - Health insurance increased \$11k for the entire fund.

33 - Codification of ordinances with online functionality includes a one-time fee and an
34 annual fee. Will be able to add meeting minutes, resolutions, and policies/procedures.

35 - Shelves, cabinets and desk in work area between Duane and Cathy's offices will
36 provide a place to keep Code books, Plat book and a workspace. Staff would also like
37 to add a desk in the back file room.

38 Non-departmental – There wasn't any interest in spreading property and liability insurance
39 across other funds.

40 - Election expenses include primary and general, and voter info pamphlet.

41 - Newsletter reduced - changed to quarterly. **Need to increase based on actuals.**

42 General Govt. Buildings - A/V upgrades for Council chambers. Discussed TV screens vs.
43 projectors with additional screens.

44 - Phone system software out of date, phones breaking - need to upgrade. **Get better
45 number.**

46 - Switch outside lights to LED.

- 47 - Paint interior of City hall and fix tile. Discussed how/if to fix tile and settling of the
48 building.
49 - Marquee – Not currently included in the budget. May need to replace down the road if
50 it breaks again. It is outdated, parts are not available.
51 Planning/Zoning – Still researching compensation. Stipend increase or monthly fee? Currently
52 they get \$33/meeting (\$66 for Chairman). Suggested an increase to \$50/meeting.
53 Police Dept. – Discussed proposed increases/decreases. Questions about large increase in
54 Community Policing. It was dropped when Chief Hixson first started with the City and he
55 has regretted it. Includes suckers for school kids, Christmas cards, Halloween glow sticks,
56 challenge coins, retirement party for Lt. Hamilton, challenge coins, etc.
57 Streets
58 - Capital outlay - plow blade on 1 ton (\$7.5k), roadside tractor (\$43k) Duane reviewed a
59 map showing what we use the tractor for including mowing and grading. Could do both
60 with one machine but not the one we have. The current one is too small but has value;
61 would probably trade in or sell. New One ton truck (\$25k – split with water dept.) to
62 replace the flat bed dump truck used for water breaks, etc. The old one is 1995 and has
63 had many problems.
64 Class C Road Projects - Add more to street maintenance, include crack sealing, striping and
65 slurry seal. If new sales tax for street maintenance passes, city will be bound by
66 maintenance of effort requirements.
67 Parks – increase seasonal employee pay to cover extending the season and increased salary
68 since we've had so much trouble finding people.
69 - Additional fertilizer and additional fuel for mowing.
70 - Additional holiday lights for city hall
71 - New park mower (\$13.5k). We have spent \$8,000 over past few years to maintain old
72 the one.
73 Transfers, Other – Project a 4% increase in sales tax sharing for Commons & Gateway.
74

75 Mr. Huffman asked if there was anything else Council would like to see other than what we've
76 talked about above. There was discussion about sidewalk and curb needed along 800 West from 1000
77 North to 400 North, and setting aside money annually for a general sidewalk fund. The average cost
78 is \$5k per home; suggested an annual amount of \$30k.
79

80 ***Budget discussion recessed for regular meeting at 7:30 pm and resumed at 9:40 pm.***

- 81
82 Golf Fund – Revenues - Maintain similar to this year.
83 Expenses – need to increase cart paths on several holes.
84 - Additional cart maintenance to preserve the life of our fleet.
85 - Fire resistant cabinet for fuel in Cart barn and Maintenance shop.
86 - Increase advertising.
87 - Irrigation face plates – **Need more info.**
88 - New trash cans/ball washer.
89 - Increase fertilizer
90 - New Ice machine for Café.
91 - Replace outdated computer for Dallas, used for Leagues.
92 - Merchandise display tables not currently included.

- 93 - Replace tables and chairs in the café (chairs are a safety issue with nails/tacks coming
94 through seats). This will be included in the next draft.
95 - Lease new fairway mower (\$53k). It is usually better to buy, but in this case lease is
96 better. Lifetime of mower, if properly maintained, is probably 12-15 years.
97

98 There was discussion about the payment to the water/solid waste fund of \$19k. Should it come
99 out of golf fund or general fund? Council discussed the goal of cleaning up the issue once and for all
100 so we don't have to talk about it every year. Council member Bruhn would like staff to put together a
101 proposal to fix this issue.

102 Council member Enquist asked if we can finish the soffit and fascia on the cart barn. Duane
103 assured him it will be finished this fiscal year.

104 Council member Preece talked about the Long drive event and how it can benefit the City. He
105 said the city hasn't put any money into the event in the past and asked if we can discount or waive
106 greens fees for the tournament on Friday, when the pros golf.
107

108 *Budget discussion adjourned at 10:15 pm. It will continue at a future meeting.*
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111 The Worksession meeting was adjourned to the Regular meeting which Mayor Romney called to
112 order at 7:35 pm. Mark Preece gave an Invocation, and the Pledge of Allegiance was led by James
113 Bruhn.
114

115 **1. Accept Agenda**
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117 **MOTION:** *Debbie McKean moved to approve the agenda as posted. James Bruhn*
118 *seconded the Motion which PASSED by unanimous vote of all members*
119 *present.*
120

121 **2. Public Comment – None**
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123 **3. Consider Award to of Waste Collection Services.**
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125 Mr. Huffman explained that the City decided to issue a Request for Proposal this year to make
126 sure it was receiving the best services at the best price. Four contractors submitted proposals. Staff
127 checked references and was pleased with the reviews of each contractor. He then discussed a few of
128 the differences between the Proposals including fuel and cost of living surcharges.

129 Mayor Romney explained that the current contract expires June 30, so if there are questions or
130 anyone feels they need more time to study the proposals, the decision can be tabled.

131 Council member Ahlstrom asked if there are differences in the quality of equipment they will
132 use. He said the comparison on price is very good but he does not have a good sense on the other
133 issues and would like to focus on fleet make-up, quality of drivers and drivers' records. Additional
134 time to review these issues may be beneficial.

135 Council members Enquist and McKean said they would like more time to review the
136 proposals.

137 Mayor Romney suggested the potential contractors come to the next meeting prepared to make
138 a 5 minutes presentation.

139 **MOTION:** *Debbie McKean moved to table the Award of Waste Collection Services to a*
140 *future meeting. James Bruhn seconded the Motion which PASSED by*
141 *unanimous vote of all members present.*
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143 **4. Continuation of budget discussions from work session. (9:40pm)**

144 *See continuation of notes above under Worksession Item #1*

145 **5. Award to West Bountiful for Best Tasting Water in the State by Rural Water Association**
146 **of Utah.**
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148 Dale Pearson, Executive Director of the Rural Water Association of Utah and Scott Anderson,
149 President of the Board of Directors of the Rural Water Association of Utah, presented the “Best
150 Tasting Water in the State” Award to Blake Anderson and the West Bountiful Public Works
151 department. They congratulated the City on the quality of its water and the quality of its employees,
152 and discussed how difficult the competition is for this Award. They commended Blake on his hard
153 work over the years as a member of the Rural Water Association, and invited him to go to Washington
154 DC next year, at their expense, for the National Best Water competition.

155 **6. Mayor/Council Reports.**
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157 Mayor Romney talked about several issues coming up. He said the School District is still
158 trying to decide whether to propose a bond for new and remodeled schools. The County is still trying
159 to decide whether to implement the local option sales tax this year for transportation.

160 The Fire Agency is continuing its discussion about forming a district. Becoming a taxing
161 district for capital improvements only might be an option. Some are concerned about losing some
162 control, but mayors will continue to be on the Board to have a say in decisions. Without district
163 status, they have no bonding options, and Centerville needs a new fire station. They also can't
164 refinance existing bonds.
165

166 James Ahlstrom has no report.
167

168 Mark Preece talked about the Great Shakeout and said it gave EmPAC an opportunity to
169 identify a lot of strengths and weaknesses. Chief Hixson added that the main focus was
170 communication and we had lots of good radio testing. They recognized EmPAC and CERT members,
171 especially Alan Malan, Jason Meservy and Duane Hughes for their participation.

172 The Sewer district voted to continue forward with methane gas recovery, so they will be
173 paying for a feasibility study. It will be built at their south plant.
174

175 James Bruhn reported that at the next Wasatch Integrated meeting, they will be voting on price
176 increases. He said it will not effect cans but will increase the price on dumpsters, which we use twice
177 a year for our Spring and Fall clean-ups.

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Debbie McKean said newsletter articles are coming in for the May edition. Applications for the Independence Day parade are also coming in. She said she wants to talk to Blake Anderson about being in the parade and spraying water along the route, cheering the Best Tasting Water in the State.

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Kelly Enquist reported that the ULCT conference in St. George last week was good and he got a lot of good, timely information including police officer body cameras, new and different technologies, records retention, legal issues, and attended a Wild land fire seminar.

He asked about adding traffic patrols to monitor traffic along 1100 West and Pages Lane during the 400 North bridge closure, and asked about the process to have the police do Vacation checks on properties while owners are gone.

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7. **Approval of Minutes from the April 7, 2015 City Council Meeting.**

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MOTION: *James Bruhn moved to approve the minutes from the April 7, 2015 meeting as presented. Debbie McKean seconded the Motion which PASSED by unanimous vote of all members present.*

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8. **Executive session pursuant to Utah Code Annotated 52-4-205(c), to discuss pending or reasonably imminent litigation.**

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MOTION: *Debbie McKean moved to go into Executive Session at 8:45pm. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

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MOTION: *Debbie McKean moved to end the Executive Session and go back to the Regular meeting at 9:30pm. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

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17. **Adjourn**

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The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on Tuesday, May 5, 2015.

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Cathy Brightwell
Cathy Brightwell (City Recorder)

