

Minutes of the West Bountiful City Council meeting held on **Tuesday, May 19, 2015** at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

**MEMBERS:** Mayor Pro Tem Mark Preece, Council members James Ahlstrom, James Bruhn, Kelly Enquist, Debbie McKean,

**EXCUSED:** Mayor Ken Romney

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

**VISITORS:** Alan Malan, Commissioner Bret Milburn, Commissioner John Petroff, Commissioner Jim Smith, Pam Petroff, Rhonda Perkes, Emma Dugl, Alysa Revell

Mayor Pro Tem Preece called the work session to order at 6:10 pm.

1. **Discuss Budgets for FY 2015 and FY 2016.**

Duane Huffman introduced a continuation of the discussion from previous budget meetings beginning with potential General Fund increases.

Wages – There was discussion about what level of employee wage increases the Council wants to implement. Three options were discussed: 2% merit increases for all full-time employees; 2% merit increases for full-time employees that are not sworn police officers and 4% merit increases for sworn police officers; and 4% merit increase for all full-time employees. Mr. Huffman explained that for the last few years, the City used the 2%-4% option, and this is what is already included in the tentative budget. There was some discussion about cost-of-living-adjustment (COLA) increases and how it is used differently by companies but that the City has not had a COLA for some time. Discussion came back to percentage increases and whether they should be tied to merit review or used in a way similar to COLAs. Timing was also discussed with a suggestion that all increases take effect on July 1 rather than anniversary dates, making sure there are discretionary funds to deal with top performers. Duane added that if the additional increases were to be one time bonuses rather than salary increases, we need to have a more thorough discussion to develop a bonus plan. **There was consensus to include 4% merit increases (anniversary date) for all full-time employees in the next draft budget.**

Health Insurance – The tentative budget shows decrease from previous drafts based on a lower increase rate (4.9%).

The plow blade, roadside tractor, and 1 ton were moved to the Streets Capital Fund.

Class C maintenance expenses are shown but defer other increases until we know what is happening with county sales tax so we do not get punished based on maintenance-of-effort provisions.

Solid waste – the next draft of the budget will include increases for solid waste collections at the city hall and parks.

Golf fund – There was discussion about small increases for seasonal employees, especially starters and the golf maintenance crew. New tables and chairs for the Café were included (\$2700) and the golf course's share of solid waste.

Mr. Huffman reviewed the bottom line changes from 1<sup>st</sup> Look, Draft 1, and Tentative Budget. In looking at General Fund balances, Council member McKean commented that it is important not to spend too much so we can handle another drop in economy if/when it comes. There was then discussion about the different types of taxes we receive funding from and how stable/volatile each one is.

There were questions about sidewalk repairs and how we can best identify problem areas around the city. There is a small amount of money in the budget to deal with these on case by case basis, with residents paying half in some cases, but it was suggested that we put more money in the budget and prioritize each location based on safety concerns. Steve Maughan will have an employee go around the City to perform a sidewalk inventory and mark unsafe areas with reflective paint.

Also, follow-up items from previous meetings were discussed. Newsletters were increased to \$5500 based on actuals. Planning commission pay will rise to \$50 for Commissioners and \$70 for the Chairman.

Golf Fund Loan Options – Mr. Huffman described the options presented at the last meeting again. Council member Ahlstrom prefers Option A which pays off both solid waste and water and stops the divisive discussions that have plagued the Council. Council member Bruhn is concerned that Option A drops the RAP balance down to \$99k. He was reminded that we project \$225k in annual contributions which will continue to early 2017 even if the RAP ballot initiative does not pass this year. Council member McKean added that we want to make sure we have enough in RAP money to do what we want at the Park. The item was left for further discussion.

*The Budget Worksession adjourned to the regular meeting at 7:25 p.m.*

Mayor Pro Tem Preece called the Regular meeting to order at 7:35 pm. James Bruhn gave a thought, and the Pledge of Allegiance was led by Debbie McKean.

**1. Accept Agenda**

**MOTION:** *Debbie McKean moved to approve the agenda as written. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

**2. Public Comment.**

Rhonda Perkes, field representative for Congressman Stewart, extended thanks to the Council on behalf of the Congressman for all they do. She commented that Congressman Stewart does a lot on federal land issues and is interested in things going on locally. She encouraged the Council to contact him if they have any questions or need anything from him.

**3. Davis County Commission - Receive Information From Citizens and Provide a Question and Answer Forum for Davis County Matters.**

Commission Chairman Bret Milburn explained that the Commission likes to periodically meet with the fifteen cities in the County for informal discussions on issues impacting the City and the County and to answer questions.

There was discussion regarding economic development opportunities in the City, specifically in the area of Legacy Highway and 500 South. Commissioner Milburn said they continue to identify developers to bring projects to the County and suggested the City be flexible with zoning, etc. as potential developers come forward.

The Commission and Council member Enquist talked about the DUED (Davis Unified Economic Development group) meeting they attended today. Three companies shared details about their new businesses and how fast they are growing. One company had 20 employees in 2010 and now has grown to 400 employees with office space needs of 60,000 sq.ft. Their stories were examples of the needs of growing new companies and possible economic development opportunities in the area.

The Commission was asked why they are terminating Justice Court services. They responded that the current model set out by the state is not functioning well for the County. They discussed, generally, what options may be available and said they expect the affected cities to be part of the decisions.

Other discussions included an apparent shift in how people want to live, moving from large homes to smaller homes with less maintenance, and how important it is to find the right mixture and balance based on how the public's desire for smaller properties will affect local land use planning over the next twenty five years.

The Commission was then asked to comment on the new transportation sales tax and their plans for potentially placing the question on the ballot. They said it has been an area of interest for a long time – existing funding has not been covering expenses. This year the legislature finally passed the bill; a collaborative effort between transit, private industry, business, cities, counties, etc. They added that the best chance for approval is to have a united effort along the Wasatch Front. Salt Lake County has a strong desire to move forward but there are hurdles to cross. The deadline to go on the ballot is August. If the County authorizes it, the Commission is hopeful for partnerships of support. This is a municipal election year, the school board has decided to run a bond issue, at least four cities in the county plan to have RAP tax on the ballot, and there needs to be enough time to put together an effective education plan. Based on these circumstances, the Commission could not commit to putting the question the ballot this year.

Mayor Pro Tem Preece thanked the Commissioners for coming.

**4. Bountiful Davis Arts Center Update.**

Emma Dugal, director of the Bountiful Davis Arts Center (BDAC), and her assistant, Alysa Revell talked about how excited they are to be in their new location at 90 N. Main St. in Bountiful. In addition to their focus on visual arts, they described a new music program for which they are seeking funding for a Steinway Grand piano and performance area. This new program will be highlighted during a Memorial Day concert running from 6 a.m. on Friday through 10 p.m. on Monday. They also mentioned that their building can be used to hold meetings, with up to 115 chairs, if necessary.

They thanked the Council for their previous support of the Summerfest event which will be held August 5<sup>th</sup> through August 8<sup>th</sup> this year and added that they are hoping for continued support. Duane Huffman noted that a donation to BDAC has been included in the FY16 Tentative budget.

**5. Consider Request From Viewmont High School for Amplified Music at City Park on May 29, 2015.**

**MOTION:** *James Ahlstrom moved to approve the Request from Viewmont High School for Amplified Music at City Park on May 29. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

**6. Consider Proclamation Declaring June 10, 2015 as Arbor Day in West Bountiful.**

**MOTION:** *James Ahlstrom moved to Declare June 10, 2015 as Arbor Day in West Bountiful. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

**7. Consider Issuing Decision for Appeal of Conditional Use Permit for Stringham Farm Subdivision Flag Lots.**

Mr. Doxey explained that the written decision before them incorporated the rationale discussed at the last meeting.

**MOTION:** *James Bruhn moved to approve the written decision on appeal of the conditional use permit for Stringham Farm subdivision flag lots. 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

**8. Consider Approval of Pathway Pavement Project at Birnam Woods Park.**

Duane Huffman discussed several options available to repair the asphalt pathway at the Birnam Woods Park, and explained that staff believes Option 1, which is to pulverize and pave approximately 90% of the path with three inches of new asphalt, would provide the longest life of the current path design. He added that Kapp Construction, currently working the 725 West Project, can provide a change order to perform the work for \$30,600, or alternatively, the City could choose to use a formal bidding process to award the work.

Council members McKean and Enquist discussed their displeasure with the change order process, stating they are not comfortable tying this Project to the 725 West Project. Mr. Huffman explained that from an administrative standpoint, the change order process streamlines the process and does not tie the two projects together but allows the City to benefit from current prices, quicker timelines, and confidence based on the work the contractor has done for us in several recent projects. He added that if the project is sent to bid, an award could probably be made in July with paving in September, depending on the contractor.

Mr. Huffman then discussed the difference between the City's \$10,000 threshold for the Council's approval of expenditures, and the requirement that projects exceeding \$50k be sent out for formal bids. He added that even for smaller projects we typically get three quotes from companies, but in this case, the change order process makes more sense.

**MOTION:** *James Ahlstrom moved to approve the Pathway Pavement Project at Birnam Woods Park using Option One, to pulverize and pave approximately 90% of the path using Kapp Construction and the change order rates of \$30,600. James Bruhn seconded the Motion which PASSED 3-2.*

The vote was recorded as follows:

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

**9. Discuss Justice Court Services.**

Duane Huffman reviewed his memorandum regarding Justice Court services, including available options.

There was discussion about possible cities to take on West Bountiful's court cases. It is estimated that current costs would stay the same wherever we go.

Chief Hixson was asked his thoughts. He stated we need to do additional research to see which of the potential options would be best. Council member McKean would like to pursue Woods Cross and North Salt Lake. Mr. Huffman and Chief will do more research.

**10. Engineering/Planning Commission Report.**

Ben White reported that the Porter Lane storm drain and 725 West projects are nearing completion, but rains are causing delays. He added that the park playground proposals are being

reviewed by Council members McKean and Enquist, and the masonry work at the new restroom is finished.

For a planning commission report, he stated that Mason Green's conditional use permit for a detached garage was approved with the condition that the front upstairs window be non-opening with privacy glass to mitigate privacy concerns. There was also a public hearing on a 2 lot subdivision for the Tingey's on Porter Lane.

Ben was asked if he had any updates on the status of Pony Haven. He replied that his understanding is that a new individual has control of the property but Strand's have not vacated the property. He added that he has received several calls from developers interested in the property.

#### 11. Mayor/Council Reports

James Ahlstrom – no report.

Mark Preece – no report.

James Bruhn said the Arts Council youth concert held last Friday was the best ever.

He then showed pictures of Wasatch Integrated shutting down the steam generation unit and installation of the new steam drum. He said the rebuild will cost about \$7m and will last longer than the previous one. Completion is expected in mid-June.

Debbie McKean reported that Independence Day parade plans are moving ahead and that the Arts Council appreciates everyone's willingness to help out.

She also reported that the Mosquito Abatement District has not had one call from West Bountiful to spray for mosquitos but other cities are saturated.

She added that she and Council member Enquist will work together to review the playground bids explaining that it is a difficult process with many things to consider.

Kelly Enquist said he attended the DUED meeting earlier in the day. He talked about several amazing presentations from up and coming companies and revealed a fortune 500 company going to Farmington Station – Vista Sports.

Duane Huffman reminded Council that those pursuing open city council seats will be declaring candidacy June 1 through June 8. He added that he is planning to put together a candidate orientation for the new candidates. He would like to do it prior to a city council meeting but not as a worksession and suggested June 16 would be a good date.

#### 12. Approval of Minutes from the May 5, 2015 City Council Meeting.

**MOTION:** *James Ahlstrom moved to approve the minutes from the May 5, 2015 meeting as presented. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

#### 13. Executive session, pursuant Utah Code 52-4-205 (c) to discuss pending or reasonably imminent litigation, and (d) to hold a strategy session to discuss the purchase, exchange, or lease of real property.

**MOTION:** *James Ahlstrom moved to go in to Executive Session at 9:40 p.m. in the police training room to discuss pending or reasonably imminent litigation and (d), to hold a strategy session to discuss the purchase, exchange, or lease of real property. 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

**MOTION:** *James Bruhn moved to close the Executive Session at 10:25 p.m. Debbie McKean seconded the Motion which PASSED by unanimous vote of all members.*

14. Adjourn

**MOTION:** *James Bruhn moved to adjourn this meeting of the West Bountiful City Council at 10:28 pm. Debbie McKean seconded the Motion which PASSED by unanimous vote of all members present.*

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*The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on Tuesday, June 2, 2015.*

  
CATHY BRIGHTWELL (City Recorder)

