

**Minutes of the West Bountiful City Council meeting held on Tuesday, April 19, 2016 at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.**

Those in attendance:

**MEMBERS:** Mayor Ken Romney, Council members James Ahlstrom, James Bruhn, Kelly Enquist, Mark Preece, and Andrew Williams

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

**VISITORS:** Alan Malan, Craig Jacobsen, Brad Frost, Debbie McKean, Gary Edmonds, Curtis Jones, Devin Jones, Laura Jones, Sierra Jones

Mayor Romney called the work session to order at 6:20 pm.

**- Fiscal Year 2016/2017 Budget Development**

Duane Huffman distributed budget binders for Fiscal Year 2016/2017 development. Tonight's discussion will cover the General Fund and Golf Fund drafts.

He reviewed the budget requests/significant changes listed below. Most are included in the budget draft unless otherwise noted.

**GENERAL FUND:**

- The Commons sales tax sharing amount of \$380k is not included in the draft– the same amount has been transferred to the public works west yard fund, which is included in the draft.
- Software/Server Update – our computer servers are full and out of date - \$10k .
- Large plotter/scanner to print and scan out construction documents - \$9k
- City Hall roof needs to be replaced - \$10k.
- City Hall misc. - extra maintenance/lights (LED) and add windows for P.D. - \$20k.
- City Hall - two HVAC units need to be repaired/replaced - \$14k.
- Additional administrative training - \$0 for now
- Historic Commission would like printer/scanner to work on new historic book - \$1,500.
- Replace all Police radios (handheld and vehicles) moving from analog to digital- \$72k.
- Police vehicles - renew leases and purchase one. Leases are not up until later in year so would transfer to capital fund to use when leases expire - \$30k.
- Police needs new copier/scanner - \$6,200 purchase.  
*Budget reflects a net decrease of \$11k for police department operations*
- Streets - increase crack seal \$5k for total of \$15k
- Street sweeping \$10k increase.
- Streets - welder \$2k.
- Streets roller/trailer so we can do more of our own asphalt patching. Will be split 50/50 between water and general fund - \$17,500.

- Streets loader so we can load salt onto plows and materials into dump trucks. It will also be split 50/50 - \$63,500.
- Streets backhoe - \$900 through a one-year buy-back program.
- Streets pick-up truck – would sell 2012 truck to get new one for an estimated difference of \$15k. The goal is to turn the trucks over before they lose value.
- Streets Salt Storage – we have SWPPS issue and a problem with the salt crusting over. We are looking at something to protect the salt and still be able to move to a new location in the future, if necessary - \$50k.
- Streets Overlay - \$100k additional, not included in draft.
- Streets – additional sidewalk maintenance - \$15k, not included in draft.
- Streets – fill in sidewalk gaps - \$25k.
- 700 West is not technically the general fund but we need to repair the road. \$15k - \$50K.
- Jessi’s Meadow roads are failing - \$525k.  
*Additional Streets funding sources include GF Road funding rolled over from this year - \$36,800, other road funds left over after the last two projects - \$115,797 for total Road funding available of \$152,597.*
- Parks – we are beginning to look at adding an additional full time employee to work in the parks and city facilities. Staff will provide a full list of what the position would do. Park use has increased dramatically. All the great things we are doing at the Park cause a need for more maintenance. Unlike most other requests in this list, this would be an ongoing commitment. \$61k, not included in draft.
- Park volunteer supplies for things like Eagle Scout and community service projects - \$1k.
- Park tree maintenance primarily for City Park would enable us to have trees treated and pruned to increase life expectancy - \$4k.
- Trail weeds - to contract out sterilization of weeds on the trail - \$3300.
- Parks hoist for mowers to be more efficient on maintenance - \$1k.
- Parks bowery maintenance - \$2k.
- Trail garbage cans with an attached dog bag dispenser - \$4k (RAP).
- Restroom heaters so we can open earlier and close later without pipes freezing. Would put in center room and duct into each side. \$4k (RAP).
- Security cameras – we are getting bids for good quality and good coverage \$15k is low (RAP).
- Storm drain project transfer –placeholder if we decide there is something we want to do.

Mr. Huffman asked the Council to provide questions or requests for additional information. There was discussion about some of the specific items including the need for a new park/facility employee. The employee would be a full time laborer and also help out with building facilities but would not be shared with water or other funds.

#### GOLF FUND:

(See pg 11 of the v.2 budget summary) Revenues minus standard costs leave us approximately \$9k in the black. Duane reviewed a list of requests for the coming year.

A frank assessment of the golf course is that in most years we expect to end up in the black but depending on weather it could be very close. If the City intends to catch up on the years of deferred maintenance or other items, additional funding sources will be needed, such as the RAP Fund or General Fund. He went over some items on the list in more detail. A chemical room is a critical need; currently we store chemicals in an unventilated area under the stairs. This has shown

up on our safety inspection for several years. The proposal is for a fire-rated outside storage pod for \$12,200.

Mr. Huffman proposed we come up with a 5-10 year plan for RAP money. We are expecting about \$220/yr and need to know what we want and need to do with it. There was discussion that the golf course be considered a big park and get a percentage of RAP dollars just like the other parks do.

Mayor Romney commented that we need to keep in mind that the golf course will have some tight years and some good years, but we still need to have longer term plans. For example, the exterior fence reflects poorly on the City. A white rail fence would look good. He added that we have planned to spend money at the Course in the past but it ended up covering itself so we didn't need the outside funds.

Mr. Huffman explained that the tentative budget will be presented at the first meeting in May. He suggested a special meeting next week to further discuss the budget.

Mayor Romney closed the work session at 7:30 pm.

-----

Mayor Romney called the regular meeting to order at 7:45 pm.

James Ahlstrom shared a thought; the Pledge of Allegiance was led by Boy Scout Devon Jones.

**1. Accept Agenda.**

**MOTION:** *James Bruhn moved to approve the agenda as posted. Andy Williams seconded the Motion which PASSED by unanimous vote of all members present.*

**2. Public Comment.**

No comments.

**3. Update by Debbie McKean and Gary Edmonds Regarding Historic Preservation.**

Mayor Romney explained that an informal group will take on the task of updating West Bountiful City's history (blue) book. Debbie McKean has agreed to help out and she introduced Gary Edmonds who will head up the project.

Debbie said it has been difficult to find anyone who would commit to work on the book and she is happy to have found Gary. He is excited about the project and has already gone through the historic documents at city hall and organized them. She said they are asking for \$2,500 for a computer and scanner to begin work on the project, and they have talked about looking into grants to help with the cost of the book.

Gary Edmonds said he was born and raised in West Bountiful and raised his children here. He has a Degree from BYU in History and English. He is excited to do this project and would

really like to see a book that sparkles; with color pictures rather than just black and white. He explained the plan is to make an addendum to the blue book beginning at 1988 and coming forward.

There was discussion about the desire to collect information from resources we might soon be losing to help cover periods before 1988. Mr. Edmonds asked Council to let them know if there are specific things they would like to include. He said they are hoping to get information from lots of people, and everything will need to be edited. They will spend as much time as possible on it but at this point it is difficult to say how long the project will take.

#### **4. Update by Debbie McKean Regarding Independence Day Activities.**

Debbie McKean reviewed her handout regarding the 2016 Independence Day celebration. Friday, July 1<sup>st</sup> will include the Safety fair, concert, and fireworks. She said she looked into changing to a laser show but it is not possible due to the proximity to the airport. She said she also talked to Lantis about a longer show and found out we can get 3 more minutes for \$1k which would take it to \$7k. She commented that our show is great already and we may not need the additional time but it is something to consider.

On Saturday, July 2<sup>nd</sup>, the parade will begin at 10am. Leslie Leger will chair the parade this year. She added that we are not competing with Centerville this year so it will be interesting to see if we have more or fewer entries.

Also on Saturday there will be the celebration at the Park following the parade. The talent fair is almost filled. The Park is great.

Ms. McKean asked that each council member to make arrangements for their own vehicle for the parade and commented that Larry Miller is good to work with. Each member will also need to sign up as an entry in the parade; the registration form is on the website. She added that 2 boxes of candy will be provided to each council member although they can pay for more if they choose. She requested the following help:

- James Ahlstrom - 2 people to cover each of the three bouncy toys for 3 hours on Saturday.
- James Bruhn - build the stage for the Friday night concert.
- Kelly Enquist - staff the ticket booth with 2-3 people to stamp hands and pass out 8-10 tickets per child. Also support the public works team.
- Mark Preece will take care of the watermelons and pies and help with CERT.
- Andy Williams - set up 100 chairs in front of the stage for the talent fair, get water, and help the Chief with safety fair on Friday night.

Debbie said she plans to meet with the Youth Council soon to ask for their participation covering games. Council member Preece said they are planning to help and will have a float and sell t-shirts.

The flag raising ceremony will be held at 7 am on Monday, July 4<sup>th</sup>. Mayor Romney will make arrangements for a speaker.

**5. Consider Bid Award For 500 South Water Line Replacement Project to MC Green for \$498,328.06.**

Duane Huffman reviewed the 500 South water line project and explained that Bountiful City has asked us to push the project out to the fall so as not to interfere with the Tour of Utah event. Ten bids were received for the project with the lowest bidder withdrawing; the next lowest bidder was MC Green.

**MOTION:** *James Ahlstrom moved to award to MC Green the 500 South Water Line Replacement project for \$498,328.06. Mark Preece seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye  
James Bruhn - Aye  
Kelly Enquist – Aye  
Mark Preece – Aye  
Andrew Williams - Aye

**6. Consider Ordinance 376-16, An Ordinance Creating a Planned Use Development for 9.13 acres of real property (previously known as “Pony Haven”) located within the City at approximately 690 West 1600 North.**

Mayor Romney explained that staff and the developers have been trying to get some things wrapped up, and Steve Doxey and Ben White are working on language that we may want to consider tonight.

As review, Duane Huffman stated that in 2015 Ovation Homes requested a planned unit development for the Pony Haven property; an active adult community with smaller lots and modifications to front and rear setbacks. Ovation’s request went through a thorough process with planning commission and the city council, and based on previous direction, staff has been working on a development agreement. He reminded Council that this is a discretionary development.

Mr. Huffman added that we have been working with the developer on storm drain issues but there is still work to be done. The issues have to do with the high level of ground water, the detention basin, and finding a way to discharge water directly into the canal. Brad Frost commented that Ovation and the City met with Davis County earlier today and believes there is a win/win/win solution to build a bypass line under 800 West to create a safer situation.

Mr. Huffman pointed out there is a five-year moratorium on cutting into 800 West as it is a new road. If we allow them to cut into it, we generally charge a higher fee, but this could be waived. They may be asking to waive storm water impact fees as well in connection with placing the pipe under 800 West.

Steve Doxey joined the meeting and explained they have been making modifications to the Development agreement but are still missing an exhibit. He suggested that if Council feels the

exhibit is critical, they should not approve it tonight. If it is not critical, there is a version that could be approved that replaces the exhibit with text explaining what will be needed.

There was a discussion about what risks may be involved with approving the agreement as it stands tonight. Mr. Doxey believes there is some risk to the developer but little risk to the City. Following the discussion Mr. Frost, Mr. White and Mr. Doxey left the room to go over the modified proposal.

Mr. Huffman commented that most everything but the storm drain issue is ready to go, although there were some questions about what, if any, restrictions should be included regarding architectural designs, exterior materials, colors, differences between homes next to each other, number of park strip trees per lot, entry signage, etc.

**MOTION:** *James Bruhn moved to suspend the order of the agenda and move to Item 8 to give the parties an opportunity to discuss the amendments. James Ahlstrom seconded the Motion which PASSED by unanimous vote of all members present.*

Mr. Doxey returned and provided an update on the changes just discussed. Ovation Homes also agreed to a maximum twenty-five foot roof height, and to install at least 1 tree per lot – residents could add more if they like. Sections 4e (Storm Drainage) and 4f (Pump Facilities) still have not been finalized.

Brad Frost added that the Pages Lane entrance will have some basic landscaping with the name of the subdivision. He also commented that he has thirty reservations for homes so far.

Mayor Romney asked council members their thoughts on the proposal and if they want to move forward or wait until they have documents.

- Council member Ahlstrom said he still had some questions but based on Mr. Doxey's comments he is ok moving forward tonight.
- Council member Preece is also ok moving forward.
- Council member Bruhn had questions about drainage issues and how the properties to the west will be affected. Ben White responded that the developer is required to take care of drainage for his property only. If a neighbor requests a drain, the City will handle the request. The developer is not responsible but it may be his contractor that does it. Council member Bruhn also had questions about architectural design and landscaping, and asked about Ovation's earlier offer to provide golf passes to new residents. Mr. Frost responded that they still plan to do it as part of a purchase incentive but does not see a need to add it to the development agreement.
- Council member Enquist said he would like to review the new language being proposed before approving it and proposed next Tuesday night at 7:00 pm.

On behalf of planning commission, Alan Malan requested a change to the ninth 'Whereas' in the proposed Ordinance to reflect that the Commission approved the proposal with "a" density bonus, rather than with "the" density bonus as it was different than what the city council approved.

**MOTION:** *James Ahlstrom moved to approve Ordinance 376-16 creating a Planned Use Development for 9.13 acres of real property (previously known as*

*“Pony Haven”) at approximately 690 West 1600 North, to include amendments agreed to today to the development agreement and CC& R’s which include a maximum 25 ft building height, clarification that there will be at least one tree per lot, and landscaping will be provided in the front and back yards, also a change to the 9<sup>th</sup> Whereas in the Ordinance language as requested by planning commission. Mark Preece seconded the Motion.*

**DISCUSSION:** There was discussion about all the proposed changes and that it may be better to wait until all the language has been finalized. Council member Bruhn said he would prefer to see a clean exhibit before approval. Steve Doxey described the documents that were included in the packet compared to the amended documents which have been described to Council but they have not seen. Duane Huffman indicated he would also be more comfortable reviewing the final language prior to approval of the Ordinance and making sure all related exhibits are properly reviewed. Council member Ahlstrom said that based on staffs’ comments he would also prefer to wait a week for approval.

The vote was recorded as follows:

James Ahlstrom – Nay  
James Bruhn - Nay  
Kelly Enquist – Nay  
Mark Preece – Nay  
Andrew Williams - Nay

Mayor Romney asked that a clean document including the pump exhibit be distributed by Friday so members could review it before the special meeting next Tuesday. A waiver request for impact fees should be included if possible or at least before final plat approval.

## **7. Engineering/Public Works Report.**

Ben White provided a construction update. Pages Lane – the water line is in and being tested. Century Link and Questar are still working on their lines. CDBG sidewalk is being installed on 800 West south of Pages Lane. The Path to the new restroom from the Prospector trail has been installed.

The new basketball court ribbon cutting will be held in May. Once the surfacing goes on the court it will need to sit for 5 days before it is ready to use.

## **8. Police Report**

Chief Hixson summarized his monthly police report. He is trying to fill the vacant officer position and is currently running background checks on a candidate. He talked about the activities planned for Thursday’s Great Utah Shakeout to educate employees about what to do in case of an earthquake. He also reported that all city secondary radios (police, public works, and CERT) have been updated to include all West Bountiful frequencies.

In response to questions, the Chief talked about tasers, pepper spray and gas and how they affect people.

**9. Mayor/Council Reports.**

James Ahlstrom - no report.

Mark Preece - no report.

James Bruhn – no report.

Andy Williams reported on last week's planning commission meeting.

Kelly Enquist asked about the status of a sidewalk on 1100 west by Holly. Duane Huffman responded that a lot of our attention has been focused on Pages Lane, but we will begin working on the 1100 West project soon.

Mayor Romney – no report.

**10. Approval of Minutes from the April 5, 2016 City Council Meeting.**

**MOTION:** *James Ahlstrom moved to approve the minutes from the March 15, meeting. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

**11. Adjourn.**

**MOTION:** *James Bruhn moved to adjourn this meeting of the West Bountiful City Council at 9:55 p m. James Ahlstrom seconded the Motion which PASSED by unanimous vote of all members present.*

-----  
*The foregoing was approved by the West Bountiful City Council on Tuesday, May 3, 2016.*

---

Cathy Brightwell (City Recorder)