CITY COUNCIL MEETING

THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A
REGULAR MEETING AT 7:30 PM, ON TUESDAY,
AUGUST 16, 2016, AT THE CITY HALL, 550 N 800 WEST

Work Session at 6:30 pm
South Davis Sewer District – Presentation and discussion on Methane Recovery Project

Regular Meeting at 7:30 pm.

Invocation/Thought –Kelly Enquist; Pledge of Allegiance – James Ahlstrom

1. Accept Agenda.
2. Public Comment (two minutes per person, or five minutes if speaking on behalf of a group).
3. Presentation by Mr. Ed Swanke regarding Neighborhood Watch.
4. Consider purchase approvals:
   a. Asphalt Roller: $29,830.00
   b. Police Radios: $70,904.50
5. Consider motion authorizing Mayor to execute 2016 Interlocal Cooperation Agreement Between Davis County Cities and Davis County for UPDES General Permit (storm water protection).
6. Discussion regarding PUD Ordinance Study.
7. Discussion regarding RAP Funding.
10. Administrative Report.
11. Mayor/Council Reports.
12. Approve Minutes from the July 19, 2016, and July 26, 2016, City Council Meetings.
13. Potential Executive Session for the Purpose of Discussing Items Allowed, Pursuant to Utah Code Annotated 52-4-205.

Individuals needing special accommodations during the meeting should contact Cathy Brightwell at (801)292-4486 twenty-four hours prior to the meeting.

This agenda was posted on the State Public Notice website, the City website, emailed to the Mayor and City Council, and sent to the Clipper Publishing Company on August 10, 2016.
TO: Mayor & Council
DATE: August 10, 2016
FROM: Duane Huffman/Chief Hixson
RE: Purchase Approvals

The recently adopted FY 2017 budget includes funding for several pieces of equipment. The City’s procurement code requires that purchases of $10,000 or more first be approved by the City Council.

In accordance with the budget, staff proposes the following purchase.

1. Asphalt Roller:
   Dynapac model CC1000 Plus T4 “Kubota” Vibratory Double Steel Drum Asphalt Compactor (Roller) - **$29,830.00** (plus an associated trailer for $3,974.80).

   As this item is not on a State contracted, we procured the following quotes for this item:
   a. Cate Equipment Company: $29,830.00 ($33,804.80 with trailer)
   b. H&E Equipment: $29,865.00
   c. Shafer Equipment Company: $31,499.99

   The FY 17 budgeted amount for the Roller/Trailer is $35,000 (half streets/half water)

2. Police Radios:
   14 Motorola APX6000 700/800 Model 2.5 radios and accessories
   11 Motorola APX6500 700/800 MHZ Mid Power Mobiles and accessories

   Total cost **$70,904.50**, which is below state negotiated pricing. The FY 17 budgeted amount for these radios is $72,000.
2016 INTERLOCAL COOPERATION AGREEMENT
BETWEEN DAVIS COUNTY CITIES AND
DAVIS COUNTY
FOR
UPDES GENERAL PERMIT

THIS AGREEMENT (Agreement) is entered into this ____ day of _____, 2016, by and between the following parties: DAVIS COUNTY, a body corporate and politic of the State of Utah, and the following cities, each of which is a municipal corporation of the State of Utah: BOUNTIFUL, CENTERVILLE, CLEARFIELD, CLINTON, FARMINGTON, FRUIT HEIGHTS, KAYSVILLE, LAYTON, NORTH SALT LAKE, SOUTH WEBER, SUNSET, SYRACUSE, WEST BOUNTIFUL, WEST POINT and WOODS CROSS (Parties).

WITNESSETH:

WHEREAS, the parties are “public agencies” and are authorized by the Utah Interlocal Cooperation Act, §11-13-101, et seq., Utah Code Annotated, to enter into agreements with each other for joint or cooperative action; and

WHEREAS, the Environmental Protection Agency (EPA) has published its “Final Rule” setting forth the National Pollutant Discharge Elimination System (NPDES) permit application rules and regulations for stormwater discharges to municipal separate storm sewer systems; and

WHEREAS, the State of Utah, through its Department of Environmental Quality, Division of Water Quality (DWQ), has statutory rulemaking authority and authority to issue pollutant discharge elimination system permits within the State of Utah pursuant to the rules and regulations of the Utah Pollutant Discharge Elimination System (UPDES); and

WHEREAS, the State of Utah has issued a General Permit for Discharges from Small Municipal Separate Storm Sewer Systems, Permit No. UTR 090000 (Permit), to each party of this Agreement, which Permit is incorporated herein by this reference; and
WHEREAS, the rules and regulations provide that more than one entity may jointly implement activities to comply with UPDES permit requirements under Section 4.3 of the General Permit for Discharges from Small Municipal Separate Storm Sewer Systems; and

WHEREAS, the parties are willing to jointly implement activities to fulfill a portion of the UPDES permit requirements; and

WHEREAS the parties desire to enter into this Agreement setting forth their present understanding as to their respective responsibilities with regard to their participation as permittees under their Permit.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the parties agree as follows:

1. **Compliance with Permit.** As permittees, the parties agree to jointly implement and enforce within their own jurisdictions, their respective responsibilities for complying with the Permit requirements including but not limited to, those responsibilities and requirements set forth in Parts 4.0, 5.0, and 6.0 of the Permit.

2. **Administration of Agreement.** The administration of this Agreement shall be done by the public works directors of each party, or their official designee, constituting the Davis County Storm Water Coalition (Coalition). Each party will have one voting right. No separate legal entity is created by the terms of this Agreement.

3. **Costs.** The parties agree that each party shall be responsible to pay for those costs relating to their own stormwater systems, and that the parties shall reimburse each other for expenses incurred in providing services for each other as may be agreed by the parties concerning the various tasks and responsibilities required under the Permit.

4. **Joint Cooperation.** As reasonably necessary, the parties agree to assist each other in providing and sharing information, drawings, plans, data, etc., which are required to comply
with the requirements set forth in the Permit. The specific activities that the parties agree to assist each other in are set forth as follows:

a. Jointly purchase educational and training materials, as determined by the Coalition, for distribution to:
   i. Residents
   ii. Institutions, industrial and commercial facilities
   iii. Developers and contractors (construction)
   iv. Municipal Separate Storm Sewer System (MS4) owned or operated facilities

b. Use the Coalition as a county-wide committee to:
   i. Train personnel
   ii. Create partnerships
   iii. Obtain input and feedback from special interest groups

c. Annually contribute updated storm drain system information for county-wide mapping purposes

d. Jointly prepare and promote model ordinances, updates and standards that addresses:
   i. Illicit discharges
   ii. Construction site storm water runoff
   iii. Long-term storm water management

e. Jointly arrange for and provide education about hydrologic methods and criteria for selecting and sizing post-construction BMPs

f. Jointly participate to develop draft Standard Operating Procedures

g. Jointly evaluate, identify, target and provide educational materials and
outreach to address the reduction of water quality impacts associated with nitrogen and phosphorus in discharges

5. **Term of Agreement.** The parties agree that the duration of this Agreement shall commence upon entry and shall continue in effect for the term of the Permit (which expires at midnight, February 28, 2021) and for an additional 120 days from the effective date of the renewal of the Permit by the Division.

6. **Property.** In the event that any property is acquired by the parties jointly for the undertaking, and paid for by them, then it shall be divided as the parties’ representatives shall agree, or if no agreement is reached, then it shall be divided according to their respective payments for property, or if it cannot be practically divided, then the property shall be sold and the proceeds divided according to the parties’ proportionate share of the purchase of the item of property. If property is purchased at one party’s sole expense in connection with this Agreement, then the property so purchased shall be and remain the property of the party which purchased it.

7. **Entire Agreement.** This Agreement embodies the entire agreement between the parties and it cannot be altered except in a written amendment which is signed by the parties.

8. **Governmental Immunity.** The parties recognize and acknowledge that each party is covered by the Utah Governmental Immunity Act, as set forth in *Utah Code Ann.* §§ 63G-7-101, *et seq.*, as amended, and nothing herein is intended to waive or modify any and all rights, defenses or provisions provided therein. Officers and employees performing services pursuant to this Agreement shall be deemed officers and employees of the party employing their services, even if performing functions outside of the territorial limits of such party and shall be deemed officers and employees of such party under the provisions of the Utah Governmental Immunity Act. Each party shall be responsible and shall defend the action of its own employees, negligent
or otherwise, performed pursuant to the provisions of this Agreement.

9. **No Third Party Benefits.** This Agreement is not intended to benefit any person or entity not named as a party hereto.

10. **Severability.** If any provision of this Agreement is determined by a court to be invalid or unenforceable, such determination shall not affect any other provision hereof, each of which shall be construed and enforced as if the invalid or unenforceable portion were not contained herein. Such invalidity or unenforceability shall not affect any valid and enforceable application thereof, and each such provision shall be deemed to be effective, operative and entered into in the manner and to the full extent permitted by applicable law.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the day and year first above written.

*[Signature Pages to Follow]*
TO: Mayor & Council  
DATE: August 10, 2016  
FROM: Duane Huffman  
RE: PUD Ordinance Review

This memo proposes broad changes to the City’s PUD ordinance for the Council’s consideration. After a discussion of these proposals, further direction will be given to the Planning Commission, potentially through a joint City Council/Planning Commission meeting.

Background

At the May 17th meeting the City Council established a temporary restriction on the further use of West Bountiful Municipal Code Title 17 Chapter 68 – Planned Unit Developments. This was done to give the City time to study and potentially make changes to the future use of PUDs. State Code tasks the Planning Commission with the initial review and recommendations for land use ordinances; however, the Planning Commission has asked for more input from the City Council to better understand in which direction they should go with potential modifications.

After reviewing the current code, land use principals, and the City’s experience with PUDs, I suggest the City Council consider the following broad recommendations regarding the use and review process for PUDs. If the Council is interested in any of these recommendations, they can be forwarded to the Planning Commission for their review and for their drafting of specific ordinance language.

Proposed Modifications

1) How/When a PUD Can be Used
   a) Density – Clarify that PUDs are only to be used to modify lot sizes on land with building limitations (e.g. power or gas line easements) or to preserve open space/trails. Prohibit PUDs from being used to increase total density for a project – as this is better done through the zone change process.

   b) Requirements – Model the use of PUDs after current ordinances related to variances, where very specific criteria must be met. For example, for a development to be eligible for a PUD, the developer should be required to show that the property has unique circumstances that do not allow for traditional development (e.g. easements, open space opportunity), and that the five elements currently used for the density bonus must be met (superior project design,
innovative site plan, new public facilities, protection of open space, and quality interior amenities/landscaping). Do not allow funding-in-lieu of these elements.

c) Size – Set a size limitation as determined by base zone. Something like 10 acres in the R-1-10 zone; 15 acres in R-1-22; etc.

d) Design – For eligible PUDs, allow for the potential modification to all yard regulations, but set requirements that the perimeter of the PUD (side yards and rear yard setbacks) match the existing border of the surrounding traditional neighborhood. This would better mitigate impacts to existing neighborhoods.

e) Revisit the language regarding minimum standards such as parking, garages, and garage doors. In general, requirements should be either very specific or removed altogether.

f) Discretionary vs. Entitlement – The concept of a land use ordinance that can be used at the City’s discretion is problematic on many levels. The City’s true discretion lies in having the ability to adopt ordinances that set standards and limitations. I believe the best way for the City to limit its liability and protect property rights would be to craft the PUD code such that it is an entitlement when very specific criteria are met; beyond that, if a developer proposes something outside of the City’s code, ordinance modifications can be considered at that time.

2) Improve and Streamline Process
   a) Add language to the code to clarify how development agreements will be used to set the terms of an approved PUD in regards to the five required elements.

   b) Prior to official application, require that a concept plan be submitted to City staff. Staff will then develop a set of questions and requested information based on the concepts.

   c) Initial application will include responses to information requested from staff, standard subdivision submission requirements, and the payment of normal subdivision fees.

   d) Review/Approval Process as follows:

   i) Concept Plan – Staff

   ii) Initial Application Review, Public Hearing, and Recommendation – Planning Commission

   iii) Development Agreement and Preliminary Plat Approval – City Council

   iv) Final Plat Approval – Planning Commission (Alternatively, the Planning Commission could make a recommendation for the City Council’s final approval)
West Bountiful City Council Report August 16, 2016

Statistics are from July, 2016; the other information reported is collected between council meetings.

Reserve Officer Program
No Information to Report

Alcohol Officer Program
No Information to Report

Crossing Guards
Our annual Crossing Guard Training will be held August 17, 2016. School begins on August 24, 2016.

Personnel
Officer Allan Van Wagoner completed School Resource Officer training and has met with the new PTA president.

EMPAC
The next EmPAC meeting will be held on August 16, 2016 at 5:30 pm.

General Information
The police department Pokémon hunt was held on Saturday, August 13th.

Chief attended the opening night of the South Davis County Citizens Academy on August 4th.
### West Bountiful Police Department

#### Department Summary

**7/1/2016 to 7/31/2016**

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<td>Adult Arrests</td>
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**Shift Time and Percent Accounted**

- **1084 hr. 54 min.**
- **57.1%**

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## Department Summary

### Crime Offenses

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### Accidents

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### Citation Violations

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<tr>
<td>Misdemeanor</td>
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<tr>
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Minutes of the West Bountiful City Council meeting held on Tuesday, June 21, 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), Steve Doxey (City Attorney), Todd Hixson (Police Chief), Steve Maughan (Public Works Director), and Cathy Brightwell (City Recorder/Secretary)

EXCUSED: Steve Doxey (City Attorney)

VISITORS: Alan Malan, Eric Eastman, Lori Vanderstek, Drew Vanderstek, Don Guymon, Hunter Guymon

Mayor Romney called the regular meeting to order at 7:35 pm.

Drew Vanderstek recited the Boy Scout Oath and Boy Scout Law, and Hunter Guymon led the Pledge of Allegiance.

1. Accept Agenda.

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

2. Public Comment.

Eric Eastman, 620 W 1950 North, introduced the new art showcased in the council chambers. The artist, John Trimming, is a West Bountiful resident and has many wonderful art pieces to share. Eric explained that the Arts Council initially thought it would be nice to switch out the art every six months, but Doug Vandegrift, the previous artist, had his art work on display for a year which everyone enjoyed.

3. Consider Purchase Approval for the Following Budgeted Item Which Exceeds $10,000: Golf Course Greens Mower.

Mayor Romney commented that the mower was approved and included in the FY 2017 budget but the City’s procurement code requires purchases of $10,000 or more to be approved by the City Council before they are purchased. The Tee Mower for Lakeside Golf Course will cost $37,180, or $41,131.93 if lease-purchased over 6 years at 2.74% with semi-annual payments of $3,427.66.
MOTION: James Ahlstrom Moved to Approve the Purchase of a Golf Course Greens Mower exceeding $10k. James Bruhn seconded the Motion which PASSED by Unanimous Vote of All Members Present.

4. Consider Resolution 393-16, A Resolution Approving the Form of the Equipment Lease Agreement With Zb, N.A. dba Zions Bank, Salt Lake City, Utah, for a Greens Mower.

MOTION: James Ahlstrom Moved to Approve Resolution 393-16 Approving the Form of the Equipment Lease Agreement With Zb, N.A. dba Zions Bank, Salt Lake City, Utah, for a Greens Mower. Andy Williams seconded the Motion which PASSED.

The vote was recorded as follows:
   James Ahlstrom – Aye
   James Bruhn - Aye
   Kelly Enquist – Aye
   Mark Preece – Absent
   Andy Williams - Aye

5. Consider Renewal of City Administrator Employment Agreement.

Mayor Romney referred to the City Administrator Employment Agreement in the meeting packet. He explained there have been a couple modifications from the previous agreement. James Bruhn commented that he believes the severance pay in Exhibit A(f)(3) for termination without cause after five years employment of the equivalent of six months pay is excessive and should be capped at a lower amount, e.g., 3 months would be better. Mayor Romney explained to the audience how severance pay as an at-will employee is handled, and that it only applies when this employee is terminated without cause.

MOTION: Andy Williams moved to authorize the Mayor to Execute the Renewal of the Employment Agreement for the City Administrator. Mark Preece Seconded the Motion which PASSED.

The vote was recorded as follows:
   James Ahlstrom – Aye
   James Bruhn - Nay
   Kelly Enquist – Aye
   Mark Preece – Aye
   Andy Williams - Aye
6. **Public Works/Engineering Report.**

Steve Maughan reported:

**Pages Lane:**
- Meeting tomorrow with the contractor to pin them down on a schedule for concrete and completion dates. Will also discuss potential damages.
- Slow progress, crews have been cut back to 4 people.
- Council member Bruhn asked for an update after the meeting.

**Miscellaneous:**
- Seal-coating began today in several areas of the city with expected 24 hour shut-downs of the affected streets. He explained that seal-coating is done to preserve roads that are new or in good condition and make them last longer.
- We are noticing extra pressure on the Park due to increased usage. We may need to consider having an employee work on the weekend to make sure garbage is emptied and restrooms are cleaned and restocked. Currently, we only have someone come in based on bowery reservations.
- We need to pay closer attention to the baseball restroom facilities. There have been maintenance issues and not enough capacity to handle the usage. We may want to look at future improvements, e.g., maybe a new snack shack with multiple rest rooms.
- Our Lead & Copper sampling was just completed and came back clean. We currently test every three years and may try to get a waiver for five year sampling.
- We’ve have drainage issues at the golf course due to neighbors to the east flood irrigating their properties and changes made on the course over that last several years. We’ve looked at several temporary options and will need to put a couple boxes and head gates along hole #8 by the Prospector trail. For flood control, we would be wise to do it. This was not a contemplated project and will probably cost around $10k. There was also discussion about marshy issues along hole #3; neighbors would like to see it piped. Mayor Romney also mentioned UTA property north of Pages Lane that may need a couple boxes. Steve will look into pricing and workload to determine if it is something that can be done in-house or contracted out. Josh could do some of the golf course work if it can wait until Fall.

7. **Police Report.**

Chief Hixson summarized his monthly report.

- Jeremy Godfrey has completed field training. We are now fully staffed and have a great team.
- Jeremy Adams just celebrated his 18 year anniversary with the City.
- Safety fair was success. Special thanks to Officer Breeze for coordinating the event.
- The Beer tax grant has been approved; this is what we use to pay our part time alcohol officer and additional items we need. The funds will be received in December.
- The recently approved budget included 3 new vehicles. We found out we can get 2017 models for less than we planned to get 2016 models. Chief asked for permission to proceed with ordering the new vehicles.
• The PD has been working on the history of the department and has collected nice pictures that are displayed. He invited council to stop by to take a look.

Chief was asked how our officers are dealing with recent national issues. He responded that they are upset and frustrated. He has adjusted staffing on some occasions so officers can double up.


Duane Huffman reported the following:
• We were informed today that we will be involved in a worker’s compensation audit by the Local Government Trust.
• Mr. Sobey/Frey sent proposals/justification for fencing issues at the leased property at Birnam Woods Park.
• We have not received any response from Ovation Homes since our communication on July 13th.
• Pioneer Day holiday will be observed on Monday; city offices will be closed.

9. Mayor/Council Reports.

Kelly Enquist said mosquitoes have been bad lately; they hatch in July so the numbers are growing. He commented that he has noticed a lot of cities have flag holders that can be used for multi – seasonal flags and suggested West Bountiful look into it.

Andy Williams reported that Planning Commission discussed a property owner looking at annexing property at the end of 1450 West, although we have not received an official request yet. We will contact neighbors when we get it to encourage them to participate.

James Bruhn thanked everyone for 4th of July activities and parade. He said it was a good citywide event. He asked for the status of CenturyLink poles to be moved on 800 West. Steve Maughan said they have not responded to his calls; he will look into it further.

Mayor Romney would like to get CenturyLink to move their poles on 1100 West. He and Duane will set up a meeting and look at some strategies.

He thanked everyone for doing a good job

Mark Preece – Youth Council applications are due 8/5. The Chair of the Sewer Board has stepped down and Bountiful will select a new Chair; it may be their Mayor.

James Ahlstrom - no report.

10. Approval of Minutes from the June 21, and July 13, 2016 City Council Meetings.
MOTION: Kelly Enquist Moved to Approve the Minutes from the June 21 and July 13, 2016 City Council Meeting. Andy Williams seconded the Motion which PASSED by Unanimous Vote of All Members Present.

11. Potential Executive Session for the Purpose of Discussing Items Allowed Pursuant to Utah Code Annotated 52-4-205.

There was no Executive Session.

12. Adjourn.

MOTION: James Bruhn Moved to Adjourn this Meeting of the West Bountiful City Council at 8:50 p.m. Andy Williams Seconded the Motion Which PASSED by Unanimous Vote of All Members Present.

The foregoing was approved by the West Bountiful City Council on Tuesday, August 2, 2016.

Cathy Brightwell (City Recorder)
Minutes of the Special West Bountiful City Council meeting held on Wednesday, July 26, 2016 at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

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

**STAFF:** Duane Huffman (City Administrator) and Steve Doxey (City Attorney), Cathy Brightwell (Recorder)

**VISITORS:** Alan Malan, Mark James

Mayor Romney called the Special Meeting to order at 8:35 p.m.

1. **Open Meeting/Welcome.**

2. **Executive (closed) Session, Pursuant to Utah Code Annotated 52-4-205(c), for the Purpose of Discussing Pending or Reasonably Imminent Litigation.**

   **MOTION:**  *James Ahlstrom Moved to Go Into Executive Session in the Police Training Room for the Purposes Described Above, Pursuant to Utah Code Annotated 52-4-205(c). Andy Williams seconded the Motion which PASSED.*

   The vote was recorded as follows:
   - James Ahlstrom – Aye
   - James Bruhn - Aye
   - Kelly Enquist – Aye
   - Mark Preece – Aye
   - Andy Williams - Aye

   **MOTION:**  *Mark Preece Moved to Adjourn the Executive Session and Return to the Regular Meeting at 10:10 p.m. Andy Williams seconded the Motion which PASSED by unanimous vote of all members present.*

3. **Adjourn.**

   **MOTION:**  *James Bruhn moved to adjourn this meeting of the West Bountiful City Council at 10:11 p.m. Kelly Enquist seconded the Motion which PASSED by unanimous vote of all members present.*
The foregoing was approved by the West Bountiful City Council on Tuesday, August 2, 2016.

Cathy Brightwell (City Recorder)