

Mayor
Kenneth Romney

WEST BOUNTIFUL CITY

City Administrator
Duane Huffman

City Council
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James Bruhn
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CITY COUNCIL MEETING

THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A SPECIAL STRATEGIC PLANNING MEETING AT 6:00 PM, ON THURSDAY, JANUARY 26, 2017, AT LAKESIDE GOLF COURSE, 1201 N 1100 WEST

1. Introduction/Welcome/Dinner.
2. Initial Discussion on Fiscal Year 2017/2018 Budget.
3. Discussion and Prioritization of Major Issues and Projects for 2017.

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 January 25, 2017.

Minutes of the West Bountiful City Council strategy meeting held on Thursday, January 26, 2017 at Lakeside Golf Course, 1201 N 1100 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), Police Chief Todd Hixson, Steve Maughan (Public Works Director), Paul Holden (Golf Director), Josh Virostko (Golf Superintendent), Cathy Brightwell (City Recorder)

GUESTS: Alan Malan,

The meeting began at 6:10 p.m. with dinner and a game of West Bountiful Jeopardy. Duane Huffman explained the intent of this meeting is to begin high level discussions on issues Council wants to address in 2017 and the 2017/2018 budget year.

MAJOR PROJECTS

1. Public Works Yard
Current space and building are too small. The City needs 3-5 acres, and staff is looking at options. Several possible locations were discussed. Goals for this year are to fine tune a few of the best options and develop cost and phasing estimates for the project.
2. Parks and Recreation Master Plan (RAP)
Responses to the RFP are due on February 1. The intent is to identify current and future needs and prioritize funding. Key to the project will be to help get good community input with scientifically valid surveys, open houses, etc.
3. Compensation Plan
Discussed doing a complete re-do of current wage structure to change the archaic system. Duane's preference is to hire a consultant which will take less time than in-house and be more fair by eliminating personal opinions and validation issues.
The project will include thoroughly reviewing and re-writing, where necessary, job descriptions, evaluation and classification, and market analysis. Duane expects the project to take about two months and cost less than \$10k.
4. Culinary Well
Reviewing possible locations.
5. Updating Other Capital Plans (Impact Fees)
Discussed setting priorities to update capital plans/impact fees for transportation, storm water, and culinary water.

6. RFPs

We plan to issue RFP for liability/ property insurance as our current three year contract expires in June.

Also plan to issue RFP for our financial auditors.

7. Code Enforcement (zoning, building, and nuisance)

We have challenges in how best to deal with code enforcement especially if the goal is to maintain rural/small town nature but be responsive to residents and consistent in treatment. There are three types – zoning, building, and nuisance. To be successful it is critical that Council trust that staff can do the job and be fair and consistent. There was discussion that some attempts in the past to enforce have not been successful – need to find a happy medium. We have a pretty good process in place for weeds but not for other types of complaints.

Who is the best to tackle it? It was suggested that when we do the compensation study, we look at how other similarly size cities handle code enforcement; part-time employee, etc.

8. Other Items for the Year

Questar's pipeline will be a big deal for the city this year.

Ovation Homes will probably be at the next city council meeting for final approval. This project will take a lot of time for the city as we watch and inspect public improvements and pump station.

Municipal Election – The County will be at the next city council meeting to discuss Vote By Mail.

Personnel Policy Manual will be updated and presented to Council this year.

West side development – nothing definite yet but we expect some activity this year.

Anything else?

Council member Bruhn said he has had residents ask why West Bountiful does not have a cemetery. Is that something we should look into?

Council members Ahlstrom and Preece talked about economic development. There was interest in looking more closely at the Commercial Neighborhood district north east of Porter Lane and 640 West.

BUDGET

There was general discussion about the fiscal year 2017-2018 budget. Duane explained that the Council will see a first look in March, work meetings in April and May, with approval in June.

We started this year with \$1.7m in General Fund and expect to close the year with a similar amount. The RAP Tax fund will begin with about \$131k, Golf fund with \$147k, and Water fund with about \$2.8m.

The Commons Sales Tax – how much do we want to put towards capital versus operations? We expect to receive about \$380k/year.

Police Department needs a 10th officer.

Public Works needs a backhoe and parks mower. In the future they would like to replace the 2004 truck, purchase a Vacuum trailer, and replace the 1995 snow plow.

Golf Course needs to replace the computer that operates the irrigation system control boxes, for approximately \$100k. The current system is about 20 years old.

Administration – we are looking at designing and installing a new audio/visual system for council chambers. We would also like to upgrade outdated computer software.

Capital Projects – There was discussion about the following 2017-2018 Projects

- Jessi's Meadow streets rebuild that was delayed last year due to Pages Lane overruns.
- Street/waterline replacement on the 560 West cul-de-sac.
- 1100 West storm drain south of 400 North.
- Street/waterline on 660 West, should we include curb/sidewalk, and storm drain?
- 1100 West sidewalk (Holly), negotiate a 50/50 split?
- Parks – ball field restroom, new Boweries, Birnam Woods, Charnell, etc. Will look for partnerships and donations to help fund.
- Addressing the asphalt on 2300 N

The meeting adjourned at 8:50 p.m.

The foregoing was approved by the West Bountiful City Council on Tuesday, February 7, 2017.


Cathy Brightwell (City Recorder)

