

Mayor
Kenneth Romney

WEST BOUNTIFUL CITY

City Administrator
Duane Huffman

City Council
James Ahlstrom
James Bruhn
Kelly Enquist
Mark Preece
Andrew Williams

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City Recorder
Cathy Brightwell

City Engineer
Ben White

Public Works Director
Steve Maughan

CITY COUNCIL MEETING

REVISED AGENDA – MAY 16, 2017

**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A REGULAR MEETING
AT 7:30 PM, ON TUESDAY, MAY 16, 2017, AT CITY HALL, 550 N 800 WEST**

Invocation/Thought – James Bruhn; Pledge of Allegiance – Andy Williams

1. Accept Agenda.
2. Public Comment (two minutes per person, or five minutes if speaking on behalf of a group).
3. Consider Request from Joel Jackson at 909 W 1600 N to Defer Requirement to Construct Curb and Sidewalk as a Condition of a Building Permit.
4. Consider First Amendment to the Development Agreement for The Cottages at Havenwood Subdivision by and between Capital Reef Management, LLC. and West Bountiful City.
5. Consider Award for City Hall Roof Replacement to Redd Roofing in the amount of \$21,954.
6. Consider Purchase Approval for Public Works Vehicle in the amount of \$36,000.
7. Consider Tentative Amendment to the FY 2016/2017 Budget and Set Public Hearing.
8. Police Report.
9. Public Works/Engineer Report.
10. Administrative Report.
11. Mayor/Council Reports.
12. Approve Minutes from the April 26, 2017 and May 2, 2017 Meetings.
13. Executive Session for the Purpose of Discussing Items Allowed Pursuant to Utah Code Annotated 52-4-205.
14. Adjourn.

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 May 15, 2017.

Minutes of the West Bountiful City Council meeting held on Wednesday, May 16, 2017 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), Steve Doxey (City Attorney), Police Chief Todd Hixson, Cathy Brightwell (City Recorder), Ben White (City Engineer), Steve Maughan (Public Works Director)

GUESTS: Alan Malan, Joel Jackson, Norm Frost, Craig Jacobsen,

Mayor Romney called the regular meeting to order at 7:32 pm.

James Bruhn offered a thought; Andy Williams led the Pledge of Allegiance.

1. Accept Agenda.

The Executive session listed as Item 13 may need to be held during Item 4.

MOTION: *James Ahlstrom Moved to Accept the Agenda as discussed; James Bruhn Seconded the Motion which PASSED by Unanimous Vote of all Members Present.*

2. Public Comment (two minutes per person, or five minutes if speaking on behalf of a group).

No comment.

3. Consider Request from Joel Jackson at 909 W 1600 North to Defer Requirement to Construct Curb and Sidewalk as a Condition of a Building Permit.

Ben White explained that Joel Jackson filed a building permit application to construct a major addition to his home. WBMC 15.08.50 states the installation of curb, gutter, sidewalks, etc. may be required on any existing or proposed street adjoining a lot on which a building is to be constructed or remodeled, as a condition of a building permit application.

Mr. Jackson is aware that the City is seeking a UDOT grant to complete curb and sidewalk improvements along Pages Lane next year and has asked to defer the requirement to make the improvements at this time. He commented that he thinks it makes more sense to do all the

improvements at once. If the City does not move forward with the project or does not get the grant, Mr. Jackson agrees to put in the improvements at his expense.

There was also some discussion about wanting to have curb and sidewalk in front of the Questar land next to Mr. Jackson's property.

MOTION: *James Ahlstrom made a Motion to approve the request from Mr. Jackson at 909 W 1600 North to defer the requirement to install curb and sidewalk in front of his property for up to 2 years from the date he obtains a building permit, at which time the City can call it due or pay for it as part of a grant. This deferral is subject to a written agreement to Defer Requirement to Construct Curb and Sidewalk as a Condition of a Building Permit. 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

4. Consider First Amendment to the Development Agreement for The Cottages of Havenwood Subdivision by and between Capital Reef Management, LLC., and West Bountiful City.

Duane Huffman introduced discussion regarding the recently submitted draft agreement that Steve Doxey has been working on with the developer to amend the Development Agreement for The Cottages at Havenwood Subdivision.

(Agenda Item 13.) Executive Session For The Purpose of Discussing Items Allowed Pursuant to UCA, 52-4-205

MOTION: *Andy Williams made a Motion to Move into Executive Session in the Police Training Room for the Purpose of Discussing Imminent Pending Litigation. James Bruhn 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 made a Motion to Adjourn the Executive Session. Andy Williams seconded the Motion which passed by unanimous vote of all members present.*

Discussion of Item 4 Resumed.

Steve Doxey clarified the proposed amendment which includes Exhibit A-Legal description, and Exhibit B-Amended Site plan and Amended Grading/Drainage & Utility Plan.

Mr. Jacobsen stated he has authority to sign the Agreement on behalf of Capital Reef, LLC., and will have the wire of funds ready in day or two if the Agreement is approved.

MOTION: *Mark Preece made a Motion to Adopt the First Amendment to the Development Agreement for The Cottages of Havenwood Subdivision by and between Capital Reef Management, LLC., and West Bountiful City. Kelly Enquist seconded the Motion which passed with a vote of 3-2.*

The vote was recorded as follows:

James Ahlstrom – Nay
James Bruhn – Nay
Kelly Enquist – Aye
Mark Preece – Aye
Andy Williams – Aye

5. Consider Award for City Hall Roof Replacement to Redd Roofing in the Amount of \$21,954.

Ben White explained that new leaks in the flat roof on city hall are apparent with nearly every heavy rain storm, and hence bids were solicited to replace the roof membrane. The City received bids from three contractors. Redd Roofing's bid of \$21,954 was the lowest and comes with a manufacturer's 20 year warranty; the contractor comes highly recommended. Mr. White commented that the total cost for this project will be a little more than the bid price as we will need to pay an HVAC contractor to disconnect some of the HVAC equipment while the roof is being installed.

Mr. Huffman added that the project will not be finished this year so the City will need to include the funding for it in the FY 18 budget.

MOTION: *Andy Williams made a Motion to Award to Redd Roofing the City Hall Roof Replacement Project in the Amount of \$21,954 James Ahlstrom Seconded the Motion Which Passed by Unanimous Vote of All Members Present*

6. Consider Purchase Approval for Public Works Vehicle in the Amount of \$36,000.

Duane Huffman explained that the current budget includes \$15k for a new public works truck to replace Nate Buzbee's 2012 truck, with the remainder of the funding to come from the sale of the 2012 truck. The City received two quotes for a 2017 Chevrolet 3500HD Silverado, both within a few hundred dollars.

The City's procurement code requires purchases of \$10,000 or more first be approved by the City Council.

MOTION: *James Ahlstrom made a Motion to Approve the Purchase of a Public Works Truck for \$36,000. Andy Williams Seconded the Motion Which Passed by Unanimous Vote of All Members Present*

7. Consider Tentative Amendment to the FY2016/2017 Budget and Set Public Hearing.

Duane Huffman reviewed proposed amendments as outlined in a handout.

MOTION: *James Bruhn made a Motion to Tentatively Accept the Amendment to the FY2016/2017 Budget and Set a Public Hearing for June 6. Mark Preece Seconded the Motion Which Passed by Unanimous Vote of All Members Present*

8. Police Report.

Chief Hixson summarized his written report. EmPAC held its meeting earlier this evening. They took their trailer to an event in South Jordan on Saturday and received many compliments. He added that they are purchasing a smaller trailer out of this year's budget to store tables and chairs for spontaneous volunteer management.

He described the Active Shooter training the Department created. He and Asst. Chief Ereksen are teaching multiple classes at Holly Frontier during May and then will offer to other businesses in the City. It is designed as a first step approach to becoming prepared in the event of an Active Shooter, and they have received positive feedback.

The Chief also explained that the State is auditing everyone that has Bureau of Criminal Investigation (BCI) access. BCI is the group that administers the state computer files accessed by law enforcement. We will be making sure we are in compliance with all regulations.

9. Public Works/Engineering Report.

Ben White

- Woods Cross received a request for a boundary line adjustment from a property owner on 1100 West south of 500 South. If Woods Cross agrees to move the property to West Bountiful, we will receive a boundary line adjustment request from Woods Cross.

Steve Maughan

- Woods Cross is planning to chip seal 1100 W south of 500 South in June/July – will need to do some prep work first for the City’s small portion.
- The City will be paving the east side of Christy Morrison’s property at 1585 N 550 W to correct drainage issues resulting from the Pages Lane project.
- Annual street cleaning will be done in early June, followed by striping. We will be using a new striping contractor this year.
- The new dump truck/snow plow is here. We are adding logos, etc. It is a nice truck and looks good.
- Street overlays are planned for mid July. The project will take 3-4 days to prep plus one day to pave.

10. Administrative/Finance Report.

Duane Huffman

- Reminder – the 2017 Candidate filing period is the first week of June.
- Reported on a steering committee for the Parks Master Plan project. Would like a representative from city council, planning commission, arts council, staff, baseball league, and residents.
- Updates for next year’s budget - health insurance increase has gone down to 2%, Fire Agency assessment is down from \$100k to about \$40K as a result of a longer look-back period of property values. We will still be paying it but not all this year; assessment will still be going up but not as fast.
- Compensation plan – job descriptions are taking longer than we hoped. Many City employees have several types of responsibilities, making it difficult to measure and compare to the market. It will not be done in time for the current budget process.

11. Mayor/Council Reports.

Kelly Enquist

- Planning commission approved a conditional use permit for a day care and another one decreasing the number of points for chickens.
- Mosquito spraying was discussed. Mosquito Abatement is now fully staffed.
- He asked if there are any licensed Solicitors in the city at this time as several people have complained to him about solicitors. Staff responded there are none and to tell residents they can call the police if a salesman comes to their door.

Andy Williams

- Youth City Council is wrapping up their term, with only one meeting left. He said he would love to see them be able to get out of the city for their annual retreat next year.

James Bruhn

- Wasatch Integrated has been holding some extra meetings to get planning going on new equipment and the shut down on May 31.

Mark Preece

- The pocket Park by his house has nothing for little kids so he would like to see if something can be added that would entertain small children, as we go through the Parks Master plan project.

James Ahlstrom – nothing to report.

Mayor Romney thanked city council, planning commission and staff for their hard work to keep things going well.

12. Approve Minutes from the April 26, 2017, and May 2, 2017 City Council Meetings.

MOTION: James Bruhn Moved to Approve the Minutes of the April 26 and May 2, 2017 meetings. Andy Williams seconded the Motion which PASSED by Unanimous Vote of All Members Present.

13. (Moved to Item 4) Executive Session For The Purpose of Discussing Items Allowed Pursuant to UCA, 52-4-205

14. **Adjourn.**

MOTION: *James Bruhn Moved to Adjourn this Meeting of the West Bountiful City Council at 9:45 p.m. Mark Preece seconded the Motion which PASSED by Unanimous Vote of all Members Present.*

The foregoing was approved by the West Bountiful City Council on Tuesday, June 6, 2017.

Cathy Brightwell
Cathy Brightwell (City Recorder)

