

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
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CITY COUNCIL MEETING

**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A
REGULAR MEETING AT 7:30 PM, ON TUESDAY, JUNE 20, 2017,
AT CITY HALL, 550 N 800 WEST**

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. Update by Bountiful Davis Art Center's Executive Director Emma Dugal & Alysa Revell, on the Upcoming Summerfest International Folk Festival.
4. Consider Resolution 420-17, A Resolution Authorizing a Land Lease Agreement with Verizon Wireless, LLC.
5. Consider Award of 2017 Property, Liability, and Workers Compensation Insurance.
6. Consider Resolution 417-17, A Resolution Enacting the FY 2017/2018 Budget and Establishing the Property Tax Rate.
7. Consider Resolution 418-17, A Resolution Approving the Form of the Lease/Purchase Agreement with ZB, N.A., Salt Lake City, Utah and Authorizing the Execution and Delivery Thereof.
8. Consider Resolution 419-17, A Resolution Approving the Form of the Conditional Sale Agreement with Yamaha Motor Finance Corporation and Authorizing the Execution and Delivery Thereof.
9. Consider Award of Cart Path Seal Coat Project.
10. Police Report.
11. Public Works Report.
12. Administrative Report.
13. Mayor/Council Reports.
14. Approve Minutes from the June 6, 2017 City Council Meeting.
15. Executive Session for the Purpose of Discussing Items Allowed Pursuant to Utah Code Annotated 52-4-205.
16. 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 June 15, 2017.

Minutes of the West Bountiful City Council meeting held on Wednesday, June 20, 2017 at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

MEMBERS: Council members James Ahlstrom, Kelly Enquist, James Bruhn, and Mark Preece

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), Paul Holden (Director of Golf)

EXCUSED: Mayor Romney

GUESTS: Alan Malan, Daniel Thurgood, Emma Dugal, Paul Johnson, Elizabeth Christensen, Wendell Bosen, Ryan Hatch, Steve Hansen, Josh McKell, Brady Tracy, Gary Merrell, Nick Sourez, Heather Gardner, Jeff Dunn

Mayor Pro Tem Preece called the regular meeting to order at 7:31 pm.

Kelly Enquist offered a prayer; Nathan Sourez from Troop 1039 led the Pledge of Allegiance.

1. Accept Agenda.

MOTION: *James Bruhn Moved to Accept the Agenda as discussed; James Ahlstrom 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).

Gary Merrell, resident, said he is here because the Verizon cell tower is up for approval. He has talked with people in his neighborhood and was disappointed to find that no one knew it was going in except him. He said it is disappointing that the Council is ready to sign a contract without adequate public notice.

3. Update by Bountiful Davis Art Center's Executive Director Emma Dougal and Alysa Revell, on the Upcoming Summerfest International Folk Festival.

Emma Dugal said it is great to be here and they always appreciate West Bountiful's support. Summerfest is not limited to a specific city but has been a great free community event for 30 years.

She also said they are looking forward to the celebration for Kurt Cochran this Saturday; he and his wife were great supporters.

Alysa Revel talked about Summerfest which will be held August 9-12. Performers from around the world will share their dance, music and culture. The street dance will be held on the 9th from 7-9pm. Summerfest will continue at the Bountiful City Park on August 10-12 and is free to the public. There will be 9 different international groups, several great local performing groups, food trucks, artist booths, and the popular Children's Art Yard. She encouraged everyone to attend and thanked the City again for its support.

4. Consider Resolution 420-17, A Resolution Authorizing a Land Lease Agreement with Verizon Wireless, LLC.

Duane Huffman explained that as discussed in previous meetings, the city has worked with Verizon Wireless since 2015 related to their proposal to locate a cell phone tower on property near the undeveloped Jessi's Meadow Park. He referred to his memorandum that summarized the terms of the agreement. He also mentioned that other than the adjacent property that backs the site, other neighbors were not contacted. He added that a \$10k signing bonus has been added as consideration for the access easement.

MOTION: *Andy Williams made a Motion to Authorize a Land Lease Agreement with Verizon Wireless, LLC. James Bruhn seconded the Motion which passed 4-1.*

The vote was recorded as follows:

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

5. Consider Award of 2017 Property, Liability, and Worker's Compensation Insurance.

Duane Huffman explained that the city solicited proposals for liability insurance three years ago and the current coverage is set to expire at the end of June. A request for proposals was published this spring and the city received four responses. In light of the complexity of the review, the services of Lewis Young Robertson and Burningham (LYRB) were commissioned to analyze the response. After review, LYRB recommended the Utah Local Government Trust (ULGT). Mr. Huffman disagreed with the recommendation and shared his reasoning. Instead, he recommends going with Utah Risk Management Mutual Association (URMMA) for liability and property and with

ULGT for workers compensation. He added that they are both good options and representatives from the companies are present.

There was discussion of the proposals and representatives from the companies were asked to answer questions. It is difficult to determine overall savings that may be associated with URMMA as costs would be determined by future claims. There are claims and defense costs we have had in the past that were not covered by ULGT but would have been covered by URMMA.

Council member Enquist stated he has talked with employees from other cities that appreciate ULGT's local presence and training opportunities.

MOTION: *James Bruhn made a Motion to Award 2017 Property, Liability, and Worker's Compensation Insurance to ULGT. Kelly Enquist seconded the Motion.*

Discussion: James Bruhn stated that the City has had a long standing relationship with ULGT. He researched the proposals and believes ULGT is the best option. He added that he does not like URMMA's model that requires the city to re-pay claims.

Andy Williams was concerned about not having a company with local presence. Duane Huffman agreed that ULGT has good training opportunities; but they are weak with claims management.

James Ahlstrom asked for more information on the cost differential, Mr. Huffman explained the moving parts associated with auto coverage and workers compensation. It appears that URMMA and ULGT are very close in final costs.

Layton's city manager Alex Jensen said they have been with URMMA since its inception and they are a tremendous organization. He added that you can buy insurance any place, but Layton is interested in being part of an organization that makes it a better city and promotes risk management. URMMA is a risk management organization that dabbles in insurance rather than ULGT, an insurance company that dabbles in risk management. He said he believes it is more important what you pay on the back end than what you pay up front. URMMA is community friendly, very hands on, with local counsel that can be involved in negotiating settlements, etc. Their headquarters is in Orem with a strong customer service commitment, and they offer good training opportunities. They have one individual responsible for risk management and we interface directly with them.

Ryan Hatch, ULGT, was asked as the negative audit report they received. He assured Council that they have made changes to policies as result of the issues that were raised. He said they are appreciative of the analysis by LYRB. He added that although pricing is only one factor, their current proposal reduced

the premium paid by the city, and competitor's rates went up. West Bountiful has also received grants and dividends over the past three years.

Mr. Bosen, from Moreton, said that sadly, they were rejected by LYRB and staff. Moreton consists of local brokers and he was the risk manager for ULGT, broker for URMMA, and worked in the trenches in risk management before his current job. He commented that Mr. Huffman is very experienced and encouraged them to listen to his recommendation. City philosophies are different; self insurance promotes risk control. In response to questions, he said he would recommend URMMA.

The Motion failed by 3-2 and was recorded as follows:

James Ahlstrom – No
James Bruhn – Aye
Kelly Enquist – Aye
Mark Preece – No
Andy Williams – No

MOTION: James Ahlstrom Made a Motion to Select URMMA for Property, and Liability Coverage and ULGT for Workman's Compensation. Mark Preece Seconded the Motion which passed.

The Vote was recorded as follows:

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

6. Consider Resolution 417-17, A Resolution Enacting the FY 2017/2018 Budget and Establishing the Property Tax Rate.

Duane Huffman provided a review of the budget process to date. At the June 6, 2017 meeting, the council's discussion focused on a newly discovered change in state law that affects the new growth in property tax revenues. New increases in personal property (primarily business equipment) will no longer be considered "new growth" for revenue collection purposes. This means that large investments in personal property by the refinery will result in lower tax rates for everyone rather than new revenue. He added that while this change in state law does not affect projections in the city's current draft budget, the council tabled a final decision on the budget to allow for more time to consider the effect of the change.

He provided two options: 1) Adopt a final budget without a change in property taxes, or 2) Capture revenue from personal property growth. If option B is selected, we will notify the county and residents that the city will go through a truth-in-taxation process. He informed council that this will

be listed as a tax increase even though residents should not see an increase in what they paid last year and informed them the fire district is going forward with a significant tax increase, approximately \$60/household.

There was discussion about the options and a suggestion that new money received should be earmarked for storm water or capital projects like the public works west yard.

MOTION: *James Ahlstrom Made a Motion to Direct the City Administrator to Begin the Truth-in-Taxation Process With a Tax Rate of .001566. Kelly Enquist 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

7. Consider Resolution 418-17, A Resolution Approving the Form of the Lease/Purchase Agreement with ZB, N.A., Salt Lake City, Utah and Authorizing the Execution and Delivery Thereof.

This lease/purchase agreement is for a computer irrigation system for Lakeside golf course to replace the current system that is outdated and operationally inadequate. The new system includes the computer, programming, and satellite receivers. The terms proposed are for \$109,000 over 5 years at 2.88% interest, with an interest cost of \$9,793.89.

Council member Bruhn stated that he prefers to pay outright with general funds to save finance charges. There was discussion about the budget impacts of paying cash. Duane Huffman said there will not be a problem to do it but it may affect what we can transfer to west yard capital project. If the intent is to finance we need to do so now, if the intent is to purchase, we have more time and can look at FY 17 year end budget numbers.

MOTION: *James Ahlstrom made a Motion to Table the Resolution to Find a Cash Source. 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

8. Consider Resolution 419-17, A Resolution Approving the Form of the Conditional Sale Agreement with Yamaha Motor Finance Corporation and Authorizing the Execution and Delivery Thereof.

Duane Huffman reviewed the plan discussed during the development of the FY 2017/2018 budget to add an additional 10 carts by way of lease, with a buy-back arrangement, which will bring the total number of carts at Lakeside to 70. This Resolution authorizes a conditional sales agreement to lease 20 carts (10 new and 10 to replace those being turned in). The annual cost is \$14,000 which is included in the FY2017/2018 budget. The new carts will be stored in the cart barn and the old city-owned 2008 carts will be moved to the maintenance building to be used on busy days.

MOTION: *Andy Williams made a Motion to approve the Form of the Conditional Sale Agreement with Yamaha Motor Finance Corporation and Authorizing the Execution and Delivery Thereof. Kelly Enquist Seconded the Motion Which Passed by Unanimous Vote of All Members Present*

The vote was recorded as follows:

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

9. Consider Award of Cart Path Seal Coat Project.

Duane Huffman explained the staff solicited proposals to seal coat the asphalt cart paths on the golf course to extend the life of the asphalt by sealing the oils in the asphalt as well as preventing water intrusion. The FY2017 budget included \$20k for the Project. We requested proposals for three different products, 1) slurry seal, 2) mastic seal, and 3) high density mineral bond. Staff believes that high density mineral bond is the best value for the city and recommends awarding the project to Holbrook Asphalt for \$17,820 for 88,000 square yards of material.

MOTION: *James Ahlstrom made a Motion to Award Cart Path Seal Coat Project to Holbrook Asphalt. James Bruhn Seconded the Motion Which Passed by Unanimous Vote of All Members Present*

10. Police Report.

Chief Hixson summarized his written report.

- Officer Godfrey will have his 1 year anniversary, Officer VanWagner will have his 2 year anniversary, and Assistant Chief Erikson will have his 5 year anniversary. He

added that we are very lucky to have the staff we do. Half of our department teach at the Police Academy.

- Applications for our newly approved officer are due June 30.
- EmPAC meeting for tonight was cancelled. They purchased their new trailer and are in the process of getting tables and chairs.
- Beer tax grant was submitted to the State for approval.
- Construction of windows in the Sergeants' offices is in progress.
- Have been very busy; there have been a lot of heroin issues recently.

11. Public Works Report.

Steve Maughan

- A/V upgrades for the council chambers will begin next week.
- Questar – the boring of 24” line is mostly complete through the golf course; they will need to open trench to tie in the ends. The 8 inch pipe still needs to be done. They will begin to open trench through backyards in Birnam Woods and 880 West over the next few weeks. Expect them to be here until Oct/Nov.
- Ovation - Thurgood seems to be doing a good job. Concern about the pond on north end – it is almost dried up.
- Striping contractor is in town working at night.
- Preconstruction meeting for the overlay project was held. They want to start July 6-7 on soft spots and edge milling – expecting it to be a 2 week project.
- Worked with Woods Cross on road improvements on 1100 West south of 500 South so it's all uniform.
- Working to clean up the 500 South park strips. Sprinkling systems have been nothing but problems. We are killing weeds, cleaning up rocks, etc.; would prefer hardscape with less future maintenance.

12. Administrative

Duane Huffman

- Next week is the end of the fiscal year. Will be doing inventories, finalizing accounts, etc.
- Last week we held a RAP Master Planning meeting which was well attended. We went over scope of the Project and a draft survey. Hope to have the survey ready to hand out at July 4 activities and post on website and social media.
- There was an orientation meeting tonight for candidates. They decided to schedule the Meet the Candidates night in the fall rather than before the primary election.
- The July 4 city council meeting is canceled so the next meeting will be July 18th.

13. Mayor/Council Reports.

Kelly Enquist

Arts council presentation last week by Jim Child was amazing.

James Bruhn

No report.

Mark Preece

The ground breaking ceremony for the bio-digester recovery facility was well done; the Governor attended.

James Ahlstrom

No report

Andy Williams

Youth Council is in charge of the pie eating contest on July 4th but there is a concern about getting enough volunteers. Applications for next year's YCC are being collected.

14. Approve Minutes from the June 6, 2017 City Council Meetings.

MOTION: *James Bruhn Moved to Approve the Minutes of the June 6, 2017 meeting. Andy Williams seconded the Motion which PASSED by Unanimous Vote of All Members Present.*

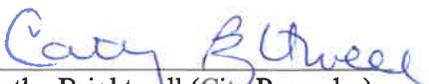
15. Executive Session For The Purpose of Discussing Items Allowed Pursuant to UCA, 52-4-205

No Executive Session was needed.

16. Adjourn.

MOTION: *James Bruhn Moved to Adjourn this Meeting of the West Bountiful City Council at 9:03 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, July 18, 2017.


Cathy Brightwell (City Recorder)

