

Mayor
Kenneth Romney

WEST BOUNTIFUL CITY

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Duane Huffman

City Council
James Ahlstrom
James Bruhn
Kelly Enquist
Mark Preece
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CITY COUNCIL MEETING

**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A
WORK SESSION AT 6:00 P.M. AND A
REGULAR MEETING AT 7:30 PM, ON TUESDAY,
OCTOBER 17, 2017, AT CITY HALL, 550 N 800 WEST**

6:00 p.m. Work Session

- Compensation Plan Study

7:30 p.m. Regular Meeting

Invocation/Thought – James Ahlstrom; Pledge of Allegiance – Mark Preece

1. Accept Agenda.
2. Public Comment (two minutes per person, or five minutes if speaking on behalf of a group).
3. Public Hearing on Potential Sale of 0.05 Acres of PUD Open Space Land Known as Lot D in Jessi's Meadows Subdivision.
4. Consider Resolution 423-17 A resolution authorizing the sale of 0.05 acres of PUD open space land known as Lot D in the Jessi's Meadows Subdivision.
5. Consider Impact Fee Agreement with South Davis Metro Fire Agency.
6. Approve Poll Workers for November 7 General Election.
7. Police Report.
8. Public Works/Engineering Report.
9. Administrative/Finance Report.
10. Mayor/Council Reports.
11. Approve Minutes from the October 3, 2017 City Council Meeting.
12. Executive Session for the Purpose of Discussing Items Allowed Pursuant to Utah Code Annotated 52-4-205.
13. 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 October 12, 2017.

Minutes of the West Bountiful City Council meeting held on Tuesday, October 17, 2017 at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

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

EXCUSED: Council member Andy 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), Paul Holden (Director of Golf)

GUESTS: Alan Malan, Gary Jacketta, Denise Montgomery, Eric Eastman, Craig Jacobsen, Brad Frost, Floyd Meads, Ashley Scribner, Gary Merrell

Mayor Romney called the worksession to order at 6:07 pm.

Compensation Plan study

Duane Huffman summarized activities to date on the compensation study. The City's current step and grade system is of a type implemented historically by the federal government; Pros include predictability, easy transparency, and it limits "compression." Cons include inflexibility, and it can sometimes award mediocrity and longevity over high performance and value.

Another option is to have pay ranges with policy guidance utilizing internal job value and market conditions to set minimum, mid-point, maximum rates. To be successful a good policy is important. Pros include flexibility to the market in good times and bad, and it awards performance. Cons are that employees do not have a guaranteed path, supervisors must provide more direction and make hard decisions, and compression is more likely to occur.

Mr. Huffman said he is a strong believer that the City's success is the result of the Council putting the right people in the right place. The ability to attract and retain a qualified and high performing staff is the highest indicator of success. A good proposal shifts the city's pay philosophy from "lagging the market" to being "competitive." Our goal should not be to lead the market or be at the bottom, but to be in the ballpark.

Staff's two-part proposal was discussed.

Modified Step and Grade for police officers. Compression is more of a problem in police organizations due to the high value placed on experience and leadership. Higher growth in pay the first 4 years recognizes that value grows faster in these years and puts the city in a good position for retention.

Modified Pay Range for everyone else, including police leadership. The goal of this plan is to have performing employees at mid-point around years five and six. After an employee hits mid-

point, there are no more automatic merit increases. Adjustments will only be A) inflation adjustments (range update), and B) upon supervisor recommendation and council approval (performance). A good policy must provide guidance for increases; performance reviews are vital.

There was discussion about how to keep great employees - super stars - when they are not eligible for increases. What incentivizes them to stay? Should there be annual increases or would the position need to be adjusted? Although Council can address individual cases, there is danger to this type of setup that could lead to arbitrary claims, the need for good justification and documentation.

Mayor Romney commented that these proposals will require careful consideration, more council involvement, and more management. Mr. Huffman added that while difficult in large organizations, he believes these proposals are workable in an organization of our size.

There was discussion about why the police department still needs the biggest increases after receiving good size raises two years ago. Chief Hixson explained that the increases are necessary to keep the pay levels where they need to be to be competitive in the market. He added that new employees will be hired as Officer 1 and if they are doing a good job, will automatically move to Officer 2 after 3 full years.

Duane will bring back draft policies and long-term cost projections at a future meeting.

Adjourned work session at 6:55

Mayor Romney called the regular meeting to order at 7:33 pm.

James Ahlstrom offered a prayer; Mark Preece led the Pledge of Allegiance.

1. Accept Agenda.

MOTION: *James Bruhn Moved to Accept the Agenda; Mark Preece 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 Merrill, 855 Jessi's Meadow Way, stated he didn't know this was taking place until today because the Public Notice box was posted in the middle of the construction zone on 400 North. He suggested the City find a better way to provide notice in the future.

Denise Montgomery, 535 N Jessi's Meadow, believes the Public Notice sign was visible.

3. Public Hearing on Potential Sale of 0.05 Acres of PUD Open Space Land Known as Lot D in Jessi's Meadow Subdivision.

Duane Huffman provided background on the issue. When Jessi's Meadow HOA terminated, maintenance responsibility for this and two other small parcels were turned over to the City. Attempts were made to find buyers for the properties but as only adjacent property owners could purchase

them, nothing was done. Recently, an adjacent neighbor Denise Montgomery, offered to purchase the property known as Lot D in Jessi's Meadow subdivision for \$2,000.00, which the staff believes is reasonable. This transaction benefits the city as it will no longer need to maintain it and it may make it possible to eventually readjust the assessment to Jessi's Meadow homeowners.

MOTION: *James Ahlstrom Moved to go into public hearing; Mark Preece Seconded the Motion which PASSED by Unanimous Vote of all Members Present.*

Gary Merrill, Jessi's Meadow resident, is here representing himself and several neighbors. They are in favor of this sale especially with the change in maintenance responsibilities and the possibility to reduce assessment fees.

Denise Montgomery, 535 Jessi's Meadow, is the proposed purchaser. She stated she will have her landscaper maintain the parcel to her standards, which will be an improvement over the current maintenance. She plans to add rocks, plant flowers and trees. There was discussion about weber water and water shares.

MOTION: *Kelly Enquist Moved to close the public hearing; James Bruhn Seconded the Motion which PASSED by Unanimous Vote of all Members Present.*

4. Consider Resolution 423-17, A Resolution Authorizing the Sale of 0.05 Acres of PUD Open Space Land Known as Lot D in the Jessi's Meadow Subdivision.

MOTION: *James Ahlstrom Moved to Approve Resolution 423-17, A Resolution Authorizing the Sale of 0.05 Acres of Open Space Land Known as Lot D in the Jessi's Meadow Subdivision with an Agreement to maintain the property and Verify any Weber Basin Water Requirements Transfer with the Property; 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 – Absent

5. Cottages at Havenwood

Duane explained that the development agreement and CCRs for Cottages at Havenwood includes language that require at least 50% of each home's front façade to be stone or brick. It was recently discovered that there is a difference in interpretation of front façade between the city and the

developer, so the developer is asking for clarification in an amendment to the development agreement.

Four options were discussed.

Option 1: “At least 50% of the front or street-facing façade of each dwelling, from the top of the foundation to the lowest eave (exclusive of windows and doors) shall be of brick, rock, or stone masonry.”

Option 2: “At least 20% of the front or street-facing façade of each dwelling (exclusive of windows and doors) shall be of brick, rock, or stone masonry.”

Option 3: “The front or street-facing façade of each dwelling shall have a wainscot at least four feet high made of brick, rock, or stone masonry.”

Option 4: “The front or street-facing façade of each dwelling shall include brick, rock, or stone masonry.”

Craig Jacobsen and Brad Frost of Ovation Homes offered some comments. They said the front elevation pictures they have shared with the city from the beginning have not changed. The fifty-percent number was based on how other jurisdictions have interpreted it. Mr. Frost said that they try to stay on top of designs and if too much rock or stone is added it would change designs to older styles which are not as attractive to buyers. They said they also take brick along the sides which most builders do not. He added that some of the buyers were livid when told they may not be able to select the finishes they want. There are currently twenty-one homes under contract for \$400 - \$500k. They are planning to begin curb and gutter next week and are concerned about delays.

Mr. Huffman commented that the city has never dictated how the homes are to be built; they are just enforcing the clear language of the development agreement, which was proposed by the developer.

There was some discussion on definitions of front façade and the three options presented in the proposed amendments to the development agreement.

While several council members stated they did not have issues with the exact percentage of stone/brick on the front facade and they want the developer to have some flexibility to deal with buyers wants and needs, there was concern that as a PUD some upgraded architectural standards are required.

Mr. Jacobsen said that when they are finished with this project, they leave their brand which is important to them. They are trying to build high quality homes that meet the demands of our buyers.

MOTION – Mark Preece Moved to Amend the Development Agreement to Adopt Option 2 at 15%. At least 15% of the front or street-facing façade of each dwelling (exclusive of windows and doors) shall be of brick, rock, or stone masonry excluding cementitious board. James Ahlstrom seconded the Motion which passed 3 to 1.

The vote was recorded as follows:

James Ahlstrom – Aye

James Bruhn – Nay

Kelly Enquist – Aye

Mark Preece – Aye
Andy Williams – Absent

6. Consider Impact Fee Agreement with South Davis Metro Fire Agency.

Mayor Romney explained that in the past the city enacted, collected, and contributed to the fire agency impact fees for fire and emergency medical services. Recently, the newly created entity now known as the South Davis Metro Fire Service Area enacted these impact fees on their own behalf, but because they have no efficient way to collect the fees at the time building permits are issued, the city will collect and remit the fees. The Agreement formalizes this practice.

MOTION: *James Ahlstrom Moved to Approve the Impact Fee Agreement with South Davis Metro Fire; 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 – Absent

6. Approve Poll Workers for November 7 General Election.

MOTION: *Mark Preece Moved to Approve the Poll Workers Submitted by Davis County for the November 7 General Election; James Bruhn Seconded the Motion which PASSED.*

7. Police Report.

Chief Hixson said they are evaluating crossing guard changes. The 400 North/1100 West crossing has only a small number of kids using the crossing, so they will continue to monitor to determine whether it needs to stay; and, they may move the 550 North/800 West crossing to 400 North/800 West which will help with vehicle traffic coming into the school.

Today is the Chief's six-year anniversary with the city; he thanked Council for this fantastic experience.

The hunt for a new officer is still underway. He added that they have extremely high standards and are very thorough in the evaluation and background checking process.

No-Shave-November is underway. This gives officers an opportunity to grow facial hair during the month and then donate money to a good charitable organization. He said that in the past they usually raise between \$800-\$1200.

8. Public Works/ Engineering Report.

Ben White

- Currently reviewing seven house plans for Ovation Homes.

Steve Maughan

- Fall clean-up ends this week. We had a busier Saturday than normal.
- Snack shack has been winterized along with restrooms behind city hall. The Park restrooms will stay open until it gets colder.
- Weber water is off; they finished draining today.
- Water leak on 800 West in front of the south entrance of school; two months ago there was a leak at the north entrance. It was repaired and will be paved this week.
- Ovation Homes construction is going well. Most utilities are in, they are tying in rear yard drains, and plan to install curb and gutter this week if their water samples pass.
- Dominion Energy is working on clean-up. The pipelines through the city have been installed and they will be back in the Spring to work on Porter Lane. Paving patchwork has been done, but they may need to overlay some streets.

9. Administrative/Financial Report.

Duane Huffman

- Finance report: the auditors' field work was completed last week; we expect their final report early December.
- Destination Homes will be here next week. A combined Stakeholder meeting is scheduled for Monday, an Open house on Wednesday, and Thursday will be a joint city council/ planning commission meeting to hear their final presentation.
- Recreation Master plan presentation will be made to Planning Commission on November 14, an Open house on November 16, and a joint city council/planning commission meeting on December 5.
- A Pages Lane neighborhood meeting is scheduled for November 1 to discuss upcoming construction.
- The first Tuesday in November is election day, so the next regular city council meeting will be on November 21. If necessary, a special meeting may be called.

10. Mayor/Council Reports.

James Ahlstrom – The Youth Council retreat was good. He was impressed with the outstanding youth that participated and complemented the Chief on his presentation. He said it was a great group and rewarding experience.

Mark Preece – No report.

James Bruhn – No report

Kelly Enquist – Mosquito Abatement recently completed 75 tests; the West Bountiful City Park had the only negative results for West Nile.

Mayor Romney agreed with Council member Ahlstrom that the Youth City Council retreat was very good. He believes the kids learned a lot.

11. Approve Minutes from the October 3, 2017 City Council Meetings.

MOTION: *James Ahlstrom Moved to Accept the October 3, 2017 Minutes as Presented. Mark Preece seconded the Motion which PASSED by Unanimous Vote of All Members Present.*

12. Executive Session for the Purpose of Discussing the Purchase, Exchange, or Lease of Real Property Allowed Pursuant to UCA 52-4-205(d).

MOTION: *James Ahlstrom Moved to go into Executive Session at 9:24pm in the Police Training Room for the Purpose of Discussing the Purchase, Exchange or Lease of Real Property Pursuant to UCA 52-4-205(d); 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 – Absent

MOTION: *James Ahlstrom Moved to Close the Executive Session at 9:42 p.m. James Bruhn Seconded the Motion Which Passed by Unanimous Vote of All Members Present.*

13. Adjourn.

MOTION: *James Bruhn Moved to Adjourn this Meeting of the West Bountiful City Council at 9:45 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, November 21, 2017.



Cathy Brightwell (City Recorder)

