

**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 - AMENDED

**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A WORK SESSION  
AT 6:30 PM AND A REGULAR MEETING AT 7:30 PM ON  
TUESDAY, MARCH 6, 2018 AT CITY HALL, 550 N 800 WEST**

### **Work Session at 6:30 pm**

Discuss West Bountiful Parks, Open Space, Recreation, Arts and Trails Master Plan.

### **Regular Meeting at 7:30 pm**

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

1. Approve the Agenda.
2. Public Comment (two minutes per person, or five minutes if speaking on behalf of a group).
3. Update on Youth City Council by Youth Mayor Hallie Anderson.
4. Consider Resolution 432-18 Adopting Modifications to the Bylaws of the West Bountiful Youth City Council.
5. *Consider Ordinance 401-18, An Ordinance Establishing Temporary Restrictions Regarding Land Use Applications in Connection with Secondary Water Issues.*
6. Consider Resolution 433-18, A Resolution Appointing an Alternate to the West Bountiful Planning Commission.
7. Discuss Draft Compensation Policy.
8. Engineering/Public Works Report.
9. Administrative Report.
10. Mayor/Council Reports.
11. Approve Minutes from the February 20, 2018 City Council Meeting.
12. Executive Session for the Purpose of Discussing Items Allowed Pursuant to Utah Code Annotated 52-4-205.
13. Adjourn.

Those needing special accommodations for the meeting can contact Cathy Brightwell at 801-292-4486 24-hrs 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 March 2, 2018.*

Minutes of the West Bountiful City Council meeting held at 7:30 p.m. on **Tuesday, March 6, 2018** at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

**MEMBERS:** Mayor Kenneth Romney, Council members James Ahlstrom, James Bruhn, Kelly Enquist, Mark Preece, Andy Williams

**STAFF:** Duane Huffman (City Administrator), Steve Doxey (City Attorney), Police Chief Todd Hixson, Ben White (Engineer), Steve Maughan (Public Works Director), Paul Holden (Golf Director), Cathy Brightwell (City Recorder/ Secretary)

**VISITORS:** Alan Malan, Mark Vlastic and Lisa Benson – Landmark Designs, Denis Hopkinson, Dennis Vest, Hallie Anderson, Teresa Romney, Mikayla Williams

Mayor called the work session to order at 6:32 pm.

### **Discuss West Bountiful Parks, Open Space, Recreation, Arts and Trails Master Plan**

Mark Vlastic and Lisa Benson, from Landmark Design, gave a summary presentation of the final proposed draft of the Parks, Open Space, Recreation, Arts and Trails Master Plan. Following several meetings, analysis of survey feedback, and an open house, they believe they have a good picture of what the community wants.

Current facilities are fairly limited, particularly on the west side. The city has 15.3 acres of parks (not including Jessi's Meadow or the portion of unused space in Birnam Woods), which equal 2.7 acres/thousand people. This number is used for context so that the city knows how much space will be needed to keep the current feel of the parks system.

When considering a distribution analysis including nearby parks in adjacent communities it appears park distribution is adequate in the eastern portion of the city and there is a large service gap in the southwest portion of the city.

To meet future open space needs, the city should consider acquiring open space as opportunities arise, particularly where it will help create a better integrated parks and open space system. This could include agricultural land and heritage farms and land under the power corridor.

Recreation services appear adequate considering the proximity of the South Davis Recreation Center. If the public works facilities relocate, the city could develop a small arts/community center at that location or develop a similar facility as an expansion of the Lakeside Golf course clubhouse.

Other suggestions include adding an engaging monument and gateway feature at key entrances to the city; providing art in the parks, art education, dispersed performances and similar events and activities.

Mr. Vlastic described the proposed concept plan as a well-distributed park system connected by a range of regional and local trails. Options include adding four additional trail access points, trails following the power corridor that connect to existing and future parks, and adding pickle ball, a dog park, and additional parking at Birnam Woods Park. For Charnell Park, moving the playground closer to the road and adding trees in the back to buffer industrial buildings. At City Park, if desired, add a water feature on the south end, future expansion to the west, remodel snack shack and restrooms for

baseball fields and add lighting. At City Hall, add Arts/Community building when public works moves or at the golf course. Partner with HollyFrontier for a new 1100 West Park, potentially adding three multipurpose fields, restrooms, playground, and parking. Jessi's Meadow, could be left undeveloped with a walkway system making it a passive nature park, as one option. For the golf course, a restroom is needed on the west side, which can also service nearby trails.

Discussion of priorities and scheduling followed. Mr. Vlasic suggested minimum park standards be adopted quickly as city policy so future development meets the new standards.

There was also discussion about costs and the need to project ongoing operations and maintenance costs of approximately \$5-15k per acre in addition to initial and redesign costs.

Duane Huffman commented that he sees this as a vision that identifies need, can be used to plan RAP tax funding, and provide ideas to developers.

Mayor Romney thanked them for their hard work on this project and the important information they have provided.

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Mayor Romney called the regular meeting to order at 7:35 pm. James Ahlstrom gave an Invocation, and the Pledge of Allegiance was led by Mark Preece.

**1. Approve Agenda**

**MOTION:** *James Bruhn made a Motion to approve the agenda as presented. Andy Williams 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 public comment.

**3. Update on Youth City Council by Youth Mayor Hallie Anderson.**

Youth Mayor Hallie Anderson gave a report on activities for the 2017-2018 term which included their Retreat at Park City and Christmas on Onion Street. She said they are currently filling plastic eggs for the Easter Egg Scramble on March 31, they plan to participate in Coats for Kids, and will help build toys at a toy factory. In addition, they have spent several meetings reviewing and updating their bylaws.

**4. Consider Resolution 432-18 Adopting Modifications to the Bylaws of the West Bountiful Youth City Council.**

Youth Mayor Hallie Anderson reviewed the proposed changes to their bylaws. In addition to general clarifications, they changed the age requirement to a grade requirement, added flexibility to the GPA requirements, changed the term to one year running from June to June of each year, and clarified the absence policy.

Council member Williams said he has enjoyed working as the council advisor to this great group of kids. They have worked hard on their bylaws with good discussions about the changes and commitment to the group and it was their decision to make the changes.

There was discussion about the term length and when it should begin. Having them begin in early summer lets them finish out the school year prior to beginning the new term. The youth council participating in the Independence Day activities and over the summer gives leadership time to get things ready for a kick-off when school starts. If there is nothing on the agenda, meetings do not need to be held twice a month throughout the summer.

Councilman Bruhn suggested that the city council consider formally appointing youth advisors with specific term lengths and requiring background checks. There is currently nothing in city code about the youth council or youth advisors.

**MOTION:** *James Bruhn made a motion to approve the 2018 Youth City Council Bylaws and revisit them in a year if the changes do not work out. Andy Williams seconded the Motion which PASSED 5-0.*

The vote was recorded as follows:

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

**5. Consider Ordinance 401-18, An Ordinance Establishing Temporary Restrictions Regarding Land Use Applications in Connection with Secondary Water Issues.**

Duane Huffman presented this proposal to adopt a temporary prohibition for new subdivisions until the city can consider land use requirements related to secondary water. Utah law authorizes cities to quickly adopt regulations, not to exceed six months, when there is a compelling, countervailing public interest.

City officials have worked under the belief that city code requires new subdivisions to supply secondary water to the development; however, recent research suggests that the code as currently written may not be clear enough in this regard. If new developments rely on the city's culinary water system for all water needs, including irrigation use, the city's future water needs will be greatly impacted beyond what is currently planned. This affects the need for water rights, water supply, and water storage, all of which would affect water rates and water impact fees.

The proposed moratorium will give the city the necessary time to study issues related to water needs and options and make any necessary changes to city code. If a proposed new subdivision comes in during the moratorium period and does intend to provide secondary water, a process for an exemption from the moratorium is in place in the ordinance.

**MOTION:** *Andy Williams made a Motion to Adopt Ordinance 401-18. 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

**6. Consider Resolution 433-18, A Resolution Appointing an Alternate to the West Bountiful Planning Commission.**

Mayor Romney recommends appointing Dennis Vest as an alternate to the planning commission. Mr. Vest, a thirty plus year resident, is a multiple acre property owner on the west side.

**MOTION:** *James Bruhn made a motion to adopt Resolution 433-18 appointing Dennis Vest as an alternate to the West Bountiful Planning Commission. James Ahlstrom 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

Following his appointment, Mr. Vest was given the oath of office by Mayor Romney.

**7. Discuss Draft Compensation Policy.**

Duane Huffman presented a draft compensation management policy based on the position and market study conducted in 2017, with direction from previous city council work sessions and meetings.

This plan modifies current policies/practices and updates the city's step/grade scale by matching positions with the newly revised job descriptions; updating all pay ranges based on the 2017 study; for most positions, shortening the scale to 17 steps, and for three police positions to 13 steps; for most positions, bringing employees to mid-point by step 6, and for three police positions by step 5; clarifying that the positions of city administrator, police chief, public works director, and golf director are not expected to move by steps each year but will have their pay set annually by the city council.

Additionally, the placement of experienced new-hires into the Police Officer I position is clarified, as well as promotion to Police Officer II; city council will still have the ability to adjust compensation for outstanding employees; pay ranges may be updated according to inflation or market changes; creates guidelines for consideration of one-time awards and bonuses; and clarifies how employees outside their pay ranges are frozen until the range catches up to their pay.

State law requires a public hearing for some positions which will be scheduled for the next meeting.

Mayor Romney commended Mr. Huffman and the consultant for a good job.

## 8. Engineering/Public Works Report

### Steve Maughan –

- 2017 Consumer confidence report on our water system has been submitted; we were congratulated for having one of the highest ratings in the state.
- Kudos to public works staff who took over and did a great job plowing while Steve was out of town.
- Excavating hydrant valves on 800 West and replacing old parts.
- Construction on 800 West pump station will begin this week.

### Ben White –

- Council member Bruhn asked how much money the city saves with solar panels on city hall roof. Ben explained that we do not save much as business rates are calculated differently than consumers and we pay based on peak hour usage rather than total usage.
- Council member Enquist asked what happens if secondary water isn't available for new development. Ben explained that the issue is not that Weber Basin doesn't have available water – it's that they do not have appropriately sized pipes in some areas of the city. He added that when homes don't have access to secondary water, it puts a burden on our culinary water system which is much more expensive to provide.

## 9. Administrative

### Duane Huffman

- Legislative session ends this week. Several bills will impact us.
  - Two bills for the homeless will force cities to contribute financially. One goes for operations and maintenance of shelters and the other funds disproportionate costs of police services in cities that have homeless shelters. ULCT has done a good job lobbying but has been told something will go forward.
  - Our Schools Now – negotiating with legislature to craft proposal – idea is to increase gas tax so state can put additional money towards school, and class c road funds would increase as well.
  - Small Cell Services - allows small wireless facilities on existing or new poles. Poles will be a permitted use in all zones. The city will receive a minimum amount for each cell site – street lights, power poles, etc.
- Received an appeal on GRAMA denial. Have negotiated an extension to give the county attorney's office more time to conclude an investigation before records are released.
- It's time to begin budget work sessions and work on water rates.
- Planning a work session next week. Jeff Wilkinson wants to talk about structures/carports.

## 10. Mayor/Council Reports

James Ahlstrom – Melissa Ballard, legislative candidate wants to introduce herself to council. Should we include Matt Jensen? Mr. Huffman recommended council members meet

candidates in smaller groups or individually. Once elected it is appropriate to meet with them as a body.

Mark Preece – Nothing to report.

James Bruhn – He has been contacted by residents wanting to hold a chili cook-off. The city does not issue permits for neighborhood road closures but they should give the police department information on their plans.

He asked about the status of sidewalk on 1100 W (Alice Acres). The city will install it with their bond money when the weather allows.

Andy Williams – Nothing to report.

Kelly Enquist – Nothing to report.

Mayor Romney – County commission elections are heating up, will be interesting to follow.

**11. Approval of Minutes from the February 20, 2018 City Council Meetings.**

**MOTION:** *James Ahlstrom made a Motion to approve the February 20, 2018 city council minutes as presented. Kelly Enquist seconded the Motion which PASSED by unanimous vote of all members present.*

**12. Executive Session for the Purpose of Discussing Items Allowed Pursuant to Utah Code Annotated 52-4-205. (sale of property and personnel)**

**MOTION:** *James Ahlstrom made a motion to move into Executive Session at 8:50 pm in the police training room for the purpose of discussing sale of property and personnel issues. Andy Williams seconded the Motion which PASSED 5-0.*

The vote was recorded as follows:

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

**MOTION:** *James Ahlstrom made a Motion to adjourn the Executive Session at 9:49 pm. Mark Preece seconded the Motion which PASSED by unanimous vote of all members present.*

13. **Adjourn Meeting.**

**MOTION:** *Mark Preece made a Motion to adjourn this meeting of the West Bountiful City Council at 9:50 pm. Andy Williams seconded the Motion which PASSED by unanimous vote of all members present.*

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*The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on Tuesday, March 26, 2018.*

Cathy Brightwell  
Cathy Brightwell (City Recorder)

