

**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

**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A BUDGET  
WORK SESSION AT 6:00 PM AND A REGULAR MEETING AT 7:30 PM  
ON TUESDAY, APRIL 17, 2018 AT CITY HALL, 550 N 800 WEST**

### **6:00 p.m. Budget Work Session**

### **7:30 p.m. Regular Meeting**

*Invocation/Thought – Andy Williams; Pledge of Allegiance – Kelly Enquist*

1. Approve the Agenda.
2. Introduce and Conduct Oath of Office for Police Officer Kassie Cook.
3. Recognize and Thank Jim Child for his Display of Art in Council Chambers.
4. Public Comment (two minutes per person, or five minutes if speaking on behalf of a group).
5. Consider Request from DEV Group, LLC, for Relief from the Temporary Regulations Restricting New Subdivision Applications Concerning Secondary Water.
6. Consider Authorization of Interlocal Agreement Between South Davis Sewer District and West Bountiful City for the purchase of a portion of land on 1200 N east of Legacy Parkway.
7. Consider Approval for Small Subdivision (2 parcel) for Land on 1200 N for Land Owned by the South Davis Sewer District and Being Purchased by West Bountiful City (Approximately 1410 W 1200 N).
8. Consider Ordinance 403-18, An Ordinance Establishing the West Bountiful City Youth Council.
9. Consider Ordinance 404-18, An Ordinance Amending WBMC Title 17 Clarifying Child Day Care and Nursery as Home Occupations in Residential Zones.
10. Police Report.
11. Public Works/Engineering Report.
12. Administrative Report.
13. Mayor/Council Reports.
14. Approve Minutes from the March 26, 2018 and April 3, 2018 City Council Meetings.
15. Executive Session for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
16. Adjourn.

Those needing special accommodations 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 April 12, 2018.*

Minutes of the West Bountiful City Council meeting held at 7:30 p.m. on **Tuesday, April 17, 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, and 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), Josh Virostko (Golf Superintendent), Cathy Brightwell (Recorder)

**VISITORS:** Alan Malan, Eric & Lucile Eastman, Jason Meservy, Jim Child, Jamie & Joe Cook, Matthew Cooper, Greg Garza, Aidan Roberts

### **Budget Work Session:**

Mayor Romney called the work session to order at 6:06pm.

Duane Huffman presented the departmental proposals for FY2019 broken out by Fund as summarized below.

#### **GENERAL FUND**

- Pay scale for inflation – new compensation policy intends annual updates
  - 2017 CPI 2.2%
  - 2018 CPI forecast: 1.7%
  - 1% = \$19,800, 1.5% = \$29,600, 2% = \$39,600
- Health/Dental/LTD/Life/ADD = 1.6% increase in premiums
- Legislative – Council wage increase from \$4,800 to \$6,800/year; Mayor from \$9,500 to \$12,500 = \$13,000 annual increase
- General/Building
  - IT Services – RFP issued. Expect 10% increase plus will need to upgrade to Windows 10 and replace some computers over two years that are not compatible.
  - Liability insurance - \$2k increase
  - Animal Control - \$1.5k
  - Bountiful Power Repayment - \$73k
  - City Hall parking lot/cement - \$34.5k
  - Youth Council – small budget increase?
  - Arts Council - increase \$500. Check into double donation for Davis Arts Council.

- Police Department
  - Crossing guard - \$6k increase for wages (currently \$8-\$11/shift - propose \$15/shift).
  - Operations - \$24.5k increase
  - Server - \$10k
  - New vehicle - \$50k (may start shifting to trucks as they hold value better).
- Fire
  - \$72.6k increase (9%)– total increase of \$635k for all cities (4%)
- Street Maintenance
  - School zone solar powered sign (did one last year, want to do one more) - \$3.3k
  - Crack seal – increase of \$20k
  - Side walk maintenance - \$5k increase
  - Hydraulic hose machine - \$6k (\$4k – General fund, \$2k Water fund)
  - Loader
    - Will sell the one we bought in FY18 for \$171K
    - Buy new one for \$158k (50/50 General fund/Water fund)
- Street Projects
  - 1100 W sidewalk – fill in gap from Mill Creek canal to 200 N - \$70k
  - Seal coat - Pages Ln.-2016 project, 400 N, and 2017 projects
  - Jessi’s Meadow full reconstruction - \$600k
- Parks Department
  - \$1k training increase
  - July 4<sup>th</sup> – spent more last year - \$18k FY18, 12k FY17, budgeting \$13k FY19?
  - Holiday lights –
    - Propose to focus a bigger display on large pine tree instead of lighting all trees – safety and cost.
    - Discussed banners that can be used for multiple holidays. Will develop a proposal/estimate May need to include boom... 800 W – 400 to Pages
  - Cabin repair - \$3k based on 1 yr old bid to repair to safe condition, not restore.
  - Open space mower - \$15k, or small tractor with attachments (broom, snow blower, etc.) - \$25-30k
  - for BW, 400 N, trailheads where roadside mower can’t be used. Tractor more versatile
  - Service truck to replace Rocky’s 2013 - \$40k. Expect to get \$20k from his old truck so net is \$20k

GENERAL FUND balance - \$1,455,400 which is \$274k over the limit. Includes \$205k in restricted road funds and Ovation Homes contribution of \$160,100 (General Fund), \$38,500 (Storm Drain) = \$198,600

## **WATER FUND**

- Maintenance
  - Water lines - \$3k
  - Water tank - \$5k (heaters)
  - Pumping - \$3k

- Resettlers - \$10k backflow prog
- Training - \$1.8k
- Weber Water - expect increases
- Share of hydraulic hose machine and loader
- Vac trailer - \$75k

### **GOLF FUND**

- Seasonal/part-time wages
  - Pro shop - bump up from \$8-\$9 to \$10-\$12/hr range = \$5.2k
  - Maintenance – mechanic and irrigation to \$14/hr, mowers to \$10-\$12/hr.
- Weber Water ?
- 18<sup>th</sup> tee cart path - \$8k
- New service truck – New truck doesn't need to be outfitted other than mats and liner. Keep old one because no resale value.
- Ball shed - \$3.5k – probably prefab
- Range ball washers - \$3k
- Mop sink for café - ? (health dept has been after us for several years)
- \$42k deficit (after planned \$35k from General Fund)

### **What's Left?**

#### Parks Projects

- Ovation homes contribution?
- Restroom/snack shack – est. at lease \$200k – *considering budget amendment to begin process this year.*
- Lighting for security around playground, shade, tables/small boweries
- Sand/seed mixture over park to level off grass – need minimum ¼ inches - \$20k sand alone. Should be done each year for 3 years
- West Yard

Duane will come back with better budget numbers for top dressing, tractor, cabin, tree lighting, and restroom/snack shack at next meeting.

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### **Regular Meeting:**

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

#### **1. Approve Agenda**

**MOTION:** *Mark Preece made a Motion to approve the agenda as presented. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

**2. Introduce and Conduct Oath of Office for Police Officer Kassie Cook.**

Mayor Romney introduced new police officer Kassie Cook and conducted the Oath of Office.

**3. Recognize and Thank Jim Child for his Display of Art in Council Chambers.**

Mayor Romney thanked Jim Child for sharing his photographs with the city by displaying them in the council chambers for the past year and presented him with a Certificate of Appreciation.

Mr. Child thanked the Council and commented that he served as mayor years ago and understands how difficult it is to manage the city. He thanked them for all their hard work and dedication to make West Bountiful such a wonderful place to live. As appreciation, he is donating one of pictures to the city.

He also thanked Chief Hixson for taking care of his officers. He commented that when he was mayor officers did not make enough money to live in our community, and appreciates the support the council and city give the police department.

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

There was no public comment.

Mayor Romney shared a letter he received from the Centerville Police Chief stating how much they appreciated the help they received from residents Jason Meservy and Mark Larson during their recent gas leak.

**5. Consider Request from DEV Group, LLC, for Relief from the Temporary Regulations Restricting New Subdivision Applications Concerning Secondary Water.**

Bountiful Pasture, LLC has accepted a purchase offer from DEV Group, LLC for the 23.68-acre parcel of land just south of the proposed Kinross subdivision and north of the DSB canal. DEV Group intends to subdivide the land for a residential development.

Ordinance 401-18, adopted in March of this year, temporarily restricts new subdivision applications while the city works to clarify requirements for providing secondary water in new developments, but allows potential developers to request relief from the restrictions under certain conditions.

Mark Garza, on behalf DEV Group, submitted a Request for Relief on March 30, 2018 stating they fully intend to provide secondary water to the proposed development. They intend to work with Mr. Brodsky from Hamlet Homes to install a secondary water system that benefits both developments.

Mr. White said staff supports the request under the following conditions:

- 1) As part of any subdivision, the developer must provide a public improvement design for both on-site and any necessary off-site improvements that will provide secondary water to each proposed lot.

- 2) Designs and construction of any necessary secondary water improvements will be in accordance with West Bountiful City and Weber Basin's standard construction requirements and practices.

Mr. Huffman reminded Council that this development cannot move forward until Hamlet Homes records the final plat for Kinross Estates. Without the adjacent development to the north, this subdivision cannot meet city requirements.

**MOTION:** *James Ahlstrom made a motion to waive the restrictions of Ordinance 401-18 subject the conditions listed above. 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

6. **Consider Authorization of Interlocal Agreement Between South Davis Sewer District and West Bountiful City for the Purchase of a Portion of Land on 1200 North East of Legacy Parkway.**

City Council approved a purchase agreement last December to purchase land from South Davis Sewer on 1200 North with the intent of building a new public works shop. We recently received a proposed agreement from South Davis Sewer selling West Bountiful the land "as is."

**MOTION:** *James Bruhn made a Motion to Authorize the Mayor to Execute the Interlocal Agreement between South Davis Sewer District and West Bountiful City for the purchase of land on 1200 North east of Legacy Parkway. 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

7. **Consider Approval for a Small Subdivision (2 parcel) on 1200 North for Land Owned by the South Davis Sewer District and Being Purchased by West Bountiful City (approximately 1410 W 1200 N)**

With South Davis Sewer District agreeing to sell West Bountiful City 5.37-acres of their property, at approximately 1410 W 1200 North, approval of the subdivision is in order. Planning Commission held a public hearing, as required, in January of this year. In place of a subdivision plat,

the Record of Survey together with the certification will be submitted to Davis County for recordation.

Additionally, staff recommends the deferral of public improvements such as curb and sidewalk to a future date when city council determines they are desirable.

**MOTION:** *Andy Williams made a Motion to approve the two-parcel subdivision at approximately 1410 W 1200 North with deferral of public improvements. 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 Ordinance 403-18, An Ordinance Establishing the West Bountiful City Youth Council.**

Duane Huffman explained that this Ordinance codifies the Youth City Council and sets out how advisors are appointed.

Council member Williams expressed the City's appreciation for the years of service provided by Tonya Boswell.

**MOTION:** *James Ahlstrom made a Motion to Adopt Ordinance 403-18 Establishing the West Bountiful Youth City Council. Mark Preece 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

**9. Consider Ordinance 404-18, An Ordinance Amending WBMC Title 17 Clarifying Child Care and Nursery as Home Occupations in Residential Zones.**

Within each residential zone, there is a list of permitted and conditional uses. Staff and planning commission are in the process of reviewing all uses listed to ensure they are sufficiently clear and in line with the city's intent for each zone. Currently, "child day care or nursery" is listed in each of the city's residential zones.

Staff and Planning Commission believe it would be prudent to add clarifying language stating that the child care use in residential zones is only appropriate as a home occupation. A public hearing was held on April 10, 2018. While additional recommendations may be coming, this was a more immediate need and staff recommends this stop gap measure.

**MOTION:** *James Ahlstrom made a motion to add clarifying language in each of the City's residential zones that Child Care or Nursery can only be offered pursuant to Chapter 5.28 Home Occupations. 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

**10. Police Report - Chief Hixson**

- West Bountiful's crossing guards continue to be excellent.
- Officer Brian Flint has completed field training and is doing well on his own.
- Officer Kassie Cook is doing well with field training.
- EmPAC is considering changing its meetings from monthly to quarterly.
- The Great Shakeout is Thursday, April 19.
- Recognized Jason Meservy for agreeing to be West Bountiful's resident representative on a new Davis County School District committee to help with policy in active shooter situations.
- There continues to be interest in and demand for our CERT trailer. He provided a list of locations/events it is scheduled for: 4 in March, 3 in April, 1 in June, 2 July, and 3 in September.

**11. Public Works Report - Steve Maughan**

- A 400 North overpass joint and concrete barrier on the north side has cracked. UDOT will inspect and take care of the problems.
- 1100 West – Holly's work is temporarily stalled while working on road elevation issues. Hope to see progress soon.
- Preconstruction meeting today for Manors at McKean Meadows. Main sewer has been installed; work on roads to start next week.
- Still trying to hire seasonal help; advertised on marquee and in paper.
- Roadside mowing began today.
- Re-grading, trimming trees and landscaping around the 400 North water tank to help with maintenance.

**12. Administrative - Duane Huffman**

- Continuing contact with Union Pacific; expect a response this week regarding the fence on the east side of City Park.

- Meeting tomorrow with Holly Frontier, Chief Hixson, and Chief Bassett to discuss communication during emergencies.
- Spent significant time last week with SDMFA helping select contractors for the new Centerville fire station.

**13. Mayor/Council Reports**

Kelly Enquist – 1) Mosquito Abatement is looking to hire 4 night sprayers. The pay is \$12/hr and averages 20 hours per week. 2) He asked if there is anything we can to improve the asphalt transitions at railroad crossings; they are horrible speed bumps. 3) Received a complement for the police department from a resident for good night patrols. They stopped and notified a resident when he left his garage door open.

James Bruhn – New arts council member, AnJanette Broderick is also a PTA member and said they would like to do joint venture with the city on the bowery. There was discussion about preliminary plans for building the new elementary school and probable impact to the bowery.

Andy Williams – YCC is collecting applications for the next term. They haven't received many so please encourage everyone to join.

Mark Preece – Sewer district is meeting this week and holding a public hearing on the proposal to increase rates by double. The methane recovery project is going very well and is producing algae. They already have a 6-year contract with a group from Atlanta to buy the algae. EmPAC is working on a Rapid Network Neighborhood Assessment program.

James Ahlstrom – He supports the increase in sewer rates and has been surprised how low they have been over the years.

Mayor Romney – SDMFA hired a construction manager and architects to start design on the new Centerville fire station. Land has been purchased and the existing property has been sold.

John Miller plans to retire from South Davis Rec center after 41 years, so a RFP will be going out to replace him.

**14. Approve Minutes from the March 26, 2018 and April 3, 2018 City Council Meetings.**

**MOTION:** *James Bruhn made a Motion to approve the March 26 and April 3, 2018 City Council meeting minutes. James Ahlstrom seconded the Motion which PASSED by unanimous vote of all members present.*

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

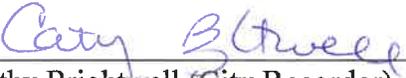
No executive session was needed.

**9. Adjourn Meeting.**

**MOTION:** *James Bruhn made a Motion to adjourn this meeting of the West Bountiful City Council at 8:28 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 on May 1, 2018 by unanimous vote of all members present.*

  
Cathy Brightwell (City Recorder)

