

**Mayor**  
Kenneth Romney

# WEST BOUNTIFUL CITY

**City Administrator**  
Duane Huffman

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

550 North 800 West  
West Bountiful, Utah 84087

**City Recorder**  
Cathy Brightwell

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**City Engineer**  
Ben White

**Public Works Director**  
Steve Maughan

## CITY COUNCIL MEETING

**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD  
A REGULAR MEETING AT 7:30 PM  
ON TUESDAY, MAY 1, 2018 AT CITY HALL, 550 N 800 WEST**

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

*Invocation/Thought – Kelly Enquist; Pledge of Allegiance – James Ahlstrom*

1. Approve the Agenda.
2. Public Comment (two minutes per person, or five minutes if speaking on behalf of a group).
3. Consider Resolution 435-18, A Resolution Appointing Paul Maloy as Youth City Council Advisor.
4. Discuss development of Fiscal Year 2018/19 Budget and Potential 2017/18 Amendments.
5. Budget Officer Filing of Fiscal Year 2018/2019 Tentative Budget.
6. Consider Tentative Adoption of the Fiscal Year 2018/2019 Budget and Set Public Hearing.
7. Public Works/Engineering Report.
8. Administrative Report.
9. Mayor/Council Reports.
10. Approve Minutes from the April 17, 2018 City Council Meetings.
11. Executive Session for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
12. 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 26, 2018.*

Minutes of the West Bountiful City Council meeting held at 7:30 p.m. on **Tuesday, May 1, 2018** at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

**MEMBERS:** Mayor Kenneth Romney, Council members James Bruhn, Kelly Enquist, and Mark Preece, James Ahlstrom (by phone for a portion of the meeting)

**EXCUSED:** Council members 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

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Mayor Romney called the regular meeting to order at 7:30 pm. Kelly Enquist gave a Thought, and the Pledge of Allegiance was led by James Bruhn.

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

There was no public comment.

**3. Consider Resolution 435-18, A Resolution Appointing Paul Maloy as Youth City Council Advisor.**

Mayor Romney recommended appointment of Paul Maloy as advisor of the Youth City Council.

**MOTION:** *Kelly Enquist made a Motion to Adopt Resolution 435-18 Appointing Paul Maloy as West Bountiful Youth City Council Advisor. James Bruhn seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye (by phone)  
James Bruhn – Aye  
Kelly Enquist – Aye  
Mark Preece – Aye  
Andy Williams - Excused

**4. Discuss Development of Fiscal Year 2018/2019 Budget and Potential 2017/2018 Amendments.**

Duane Huffman reviewed FY 2017/2018 potential budget amendments and tentative draft FY2018/2019 budget which includes updates from the last meeting as described below.

The projected general fund balance is \$1.039m which is 22% of revenue and expenditures; right in line with state law.

• General Fund Revenues –

- Municipal Energy tax (Bountiful City) – Revenues adjusted to \$230k to represent total revenues. The repayment to Bountiful City will show as an expenditure.
- Building permit/plan check numbers are now closer to what we have collected this year.
- Dominion paid \$60k in lieu of street repairs.
- Business licenses are down, in part due to no longer charging for home occupations.
- Class C funds – we are collecting more.
- Grants – received a check from UDOT for 500 South landscaping. It is restricted so must be used for intended purpose or go back to them.
- Subdivision fees and Park reservation fees are up.
- Includes new Verizon land lease - \$10k signing bonus and the monthly fee.

General Fund Expenditures –

- Administrative – Cell tower consulting service fee of \$7,200 is included.
- Engineering - Added some money for the new GPS system.
- Non-departmental –
  - o Auditing fees reflect actuals;
  - o Building inspection fees increased to match building permits;
  - o Reduced elections expenses due to no primary being held last summer;
  - o Youth Council increased to \$7.5k for current year and \$6k for budget;
  - o Tax refund is what we will pay Bountiful Power.
- General Government Buildings – \$30k to repair city hall parking lot next year.
- Planning & Zoning – Included State compliance review of \$4k.
- Police –Removed UCAN radio fees.
- SDMFAs – Corrected typo from previous version.
- Highway Transportation Tax - Capital Outlay – \$16k for the Stringham path.
- Parks – Increase to remove dead tree.
- Debt Services – Police equipment, not vehicles – auditors require some debt services versus normal payments.

- Transfers –
  - o To CIP \$603,700. \$60k to streets with the rest into the West Yard fund, depending on level of fund balance.
  - o To RAP - \$161k from Ovation to be used for new park restroom (remainder to come from Park Impact Fees).
  - o To Golf – increased from \$35k to \$50K.
- Jessi’s Meadow Fund - \$6k for maintenance and next year balance of approximately \$12k will go toward sidewalks.
- Park Impact Fees – \$50k added for restroom.
- RAP –
  - Transfer \$161k from General Fund for Restroom from Ovation payment;
  - Plugged in \$33k - \$3k for drinking fountain by baseball fields and \$30 as a placeholder for fencing along train tracks as we expect them to want us to pay half;
  - \$15k seed money for the restroom this year, \$146k next year using the balance from Ovation.
  - Next year - \$50k for banner project, includes a lift (will look at purchase vs rent).
  - Took out mower and added tractor, will look into accessories.
  - \$14,500 to Golf Fund.
- Capital Improvement Fund – \$500k placeholder for West Yard.
- Streets Capital Improvement Fund – Grants - \$161k for 640 West Project; Expenditures - \$186k for 640 West project - current year.
- Water Fund –Reduce transfers from \$120k to \$30k; \$1m for new well.
- Storm Water Fund – \$6k for improvements from McKean subdivision this year.
- Golf Fund –
  - \$24k grant this year (rebate) from Weber;
  - \$50k from General Fund for FY 19;
  - Expect more for utilities;
  - Education - removed \$4100 to help balance budget;
  - Weber water – current \$29,400 (will update before final), FY19 \$35k increase due to administration increases not usage. It was up 7% up this year, 9% next year. Discussed charging residents who get water from us for their usage; their allotment gets added to ours.
  - Funding for 18<sup>th</sup> tee cart path, ball shed and washer (from RAP)
- Pages Lane II Capital Project – updated where funds come from - budgeted vs proposed.

Additional Discussion:

- Salary inflation is proposed at 1.5% - CPI in 2017 was 2.2, forecast for is current year 1.7%.
- If health benefits expanded to include City Council - \$68,400 (employee +1 coverage)
- Arts Council – reduce by \$500 and have city pay their Davis Arts donation – total \$1k
- July 4<sup>th</sup> – Holly covers \$6k toward fireworks. Discussion about how best to control July 4<sup>th</sup> expenses.
- Holiday lights – reduced to cover only large evergreen tree. Discussion options: continue same amount - could use new lift (for banners), adding electrical outlets under trees for small amount.
- Tractor with snow blower and 2 other attachments – Yes, RAP

- Banners/lift – will look into rent price vs purchase. Would be nice to have for hanging banners 3 times a year, parking lot lights, etc. Yes
- Capital fund transfer – to adjust fund balance.

Duane will make requested changes.

**5. Budget Officer Filing of Fiscal Year 2018/2019 Tentative Budget.**

After making the changes discussed, Mr. Huffman presented the official filing of the Fiscal Year 2018/2019 Tentative Budget. A copy will be posted on the West Bountiful website and a public hearing will be scheduled for June 5, 2018.

**6. Consider Tentative Adoption of the Fiscal Year 2018/2019 Budget and Set Public Hearing.**

**MOTION:** *Mark Preece made a Motion to tentatively adopt the FY 19 budget and FY 18 amendments, public hearing will also include changes to council pay. Kelly Enquist seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Excused (lost phone connection)  
James Bruhn – Aye  
Kelly Enquist – Aye  
Mark Preece – Aye  
Andy Williams – Excused

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

- Valor academy did service project at city park and Birnam Woods park. Stone Creek stake will have one this coming Saturday.
- Preparing to install new water meter valves in Golden West subdivision. Residents will receive a letter explaining the project and recommending they install water heater expansion tanks if not currently in place.
- 1100 W sidewalk – they took out a lot of concrete, have re-prepped and expect to begin pouring on Friday. Steve/Ben will watch closely.
- McKean Meadows – sewer line is done. It may take extra engineering to get the road built correctly due to the soft ground and water level.
- Kinross is making sewer ties on Porter Lane; they are also battling with water.

**Engineering Report – Ben White**

- No report

**8. Administrative Report - Duane Huffman**

- Woods Cross received a grant to do an area plan around their front runner station. They have invited a West Bountiful representative to be on committee. Any members of council that want to participate should let Duane know.
- We have been working on a water rates analysis based on a model and will bring it to council at the next meeting.
- Council members are asked to go to website to sign up for the July 4<sup>th</sup> parade.

**9. Mayor/Council Reports**

Kelly Enquist – Attended the midyear ULCT conference; it was very informational.

James Bruhn – Attended a Wasatch Integrated retreat. There was a lot of discussion on new processing equipment (\$20m price tag) to replace the waste energy facility. Sewer District wants food waste. Folsom Concrete company is interested in buying unusable materials (plastics, soiled cardboard, mattresses, etc.) that have been ground up with the new equipment to be converted to engineered fuel.

Mark Preece – Sewer District raised rates after the public hearing. The South Sewer plant algae system is going well; can see a glow around the plant at night.

Mayor Romney – South Davis Rec Center is taking applications for a new Executive Director. He thanked everyone for all they do for the city.

**10. Approve Minutes from the April 17, 2018 City Council Meetings.**

**MOTION:** *James Bruhn made a Motion to approve the March 26 and April 17, 2018 City Council meeting minutes. Mark Preece seconded the Motion which PASSED by unanimous vote of all members present.*

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

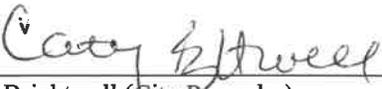
No executive session was needed.

**12. Adjourn Meeting.**

**MOTION:** *James Bruhn made a Motion to adjourn this meeting of the West Bountiful City Council at 8:28 pm. Mark Preece 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 15, 2018 by unanimous vote of all members present.*

  
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Cathy Brightwell (City Recorder)

