

**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

Phone (801) 292-4486  
FAX (801) 292-6355  
www.WBCity.org

**City Recorder**  
Cathy Brightwell

**City Engineer**  
Ben White

**Public Works Director**  
Steve Maughan

## CITY COUNCIL MEETING AMENDED AGENDA #2

**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A WORK SESSION  
AT 6:30 PM FOLLOWED BY ITS REGULAR MEETING AT 7:30 PM ON  
TUESDAY, JUNE 18, 2019 AT CITY HALL, 550 N 800 WEST**

6:30 p.m. Work session to Discuss FY 2018/2019 Budget Amendment and FY 2019/2020 Budget

7:30 p.m. Regular Meeting

*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. Consider Resolution 455-19, A Resolution Enacting the 2<sup>nd</sup> Amendment to the Fiscal Year 2018-2019 Budget.
4. Consider Resolution 456-19, A Resolution Adopting the West Bountiful City Budget and Property Tax Rate for the Fiscal Year 2019-2020.
5. Consider Award of 1100 West Sidewalk Project.
6. Consider Purchase Approval for Three 2020 Ford Explorers for a Total of \$100,209.
7. Open Meeting Training.
8. Consider Approval of Minutes from the June 4, 2019 City Council Meeting.
9. Police Report.
10. Public Works/Engineering Report.
11. Administrative Report.
12. Mayor/Council Reports.
13. Executive Session for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
14. Adjourn.

Those needing special accommodations can contact Cathy Brightwell at 801-292-4486 24-hrs prior to the meeting.

*This amended 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 17, 2019.*

Minutes of the West Bountiful City Council meeting held on **Tuesday, June 18, 2019** 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), Todd Hixson (Chief of Police), Ben White (City Engineer), Steve Doxey (City Attorney), Steve Maughan (Public Works Director), Dallas Green (Director of Golf), Cathy Brightwell (City Recorder)

**VISITORS:** Rod Wood, Gary Jacketta, Terry Olsen, Alan Malan, Brad Lewis, and representatives from Boy Scout Troop 219

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Mayor Romney called the work session to order at 6:34 pm and welcomed visitor Rod Wood.

**6:30 p.m. Work session to Discuss FY 2018/2019 Budget Amendment and FY 2019/2020 Budget**

Duane Huffman provided an overview of the current and proposed budgets.

Projected ending Fund balances are listed below.

- The FY-19 General Fund will end with \$1.2M and FY-20 General Fund is projected to end at \$1.1M which is just under 25%.
- RAP & Park Impact fees (combined) – FY-19 \$693K and FY-20 \$217K, after the new park restroom and Pickleball courts.
- Roads (Class C, Prop 1, Streets Property, & Impact fees) – FY-19 \$447k, and FY-20 \$242K
- Water Fund – FY-19 \$5M and FY-20 \$3M, if the city is successful with UDOT/new well.
- Golf Fund – FY-19 \$145K and FY-20 \$189K, which includes transfers.

Debt

- City hall - \$971K at 2.37% interest - will end in 2026. FY-20 principal is \$129K and interest is \$23K.
- Water fund –\$2.97M at 3.25–4.45% interest. FY-20 principal is \$265K and interest is \$73K.

Capital

- 800 West (400 N – 1000 N) – \$1.1M will include new street, new water line, fill-in curb & sidewalk, and improve storm water. Staff is still preparing options on the complete scope, specifically between 1000 N - Pages Ln.
- Porter Lane (640 W – 800 W) street repair - \$310K. This could be adjusted/delayed depending on final scope of 800 W project.
- Water - 400 North well and 800 West line.

- Parks – new restroom \$325K, Charnel Park \$50K, School Pickleball/bowery \$400K, Park top dressing \$15K
- Golf – tee boxes \$10K, sand storage \$15K, cart paths \$9K
- Public Works equipment – loader \$164K (with guarantee to sell for \$173,500), excavator \$78K, 2 trucks \$40K (net cost \$10K) each.
- Police – Need 5 vehicles (shift from leasing vehicles to purchasing) - \$147K net

Updates since tentative budget

- Received \$600K in property taxes early (June) so recommend transferring \$1.9M to Capital Project Fund for a balance of \$2.4M in FY-19.
- Property Tax – New certified tax rate will shift taxes on the average home from \$260/yr. to \$299/yr. Adjusting the tax rate from 0.001510 to 0.001315 will keep taxes level for residents and decrease budget by \$195,800. There was a consensus to keep the average payment for residents the same. May want to consider small inflation adjustments in future years.
- City hall parking lot repair (\$38K) will now go in FY-20 budget.
- New garbage cans (\$22K) arrived in June instead of July so will be moved to FY-19.
- Pages Lane road project – expenditures were FY-19, but grant will come in FY-20.
- New 400 North well (\$2M) – was FY-19 now FY-20.
- New items:
  - Public works employee allocation adjustments.
  - Fire Dept assessment – -\$21,300 (FY-20).
  - Onion Parkway trail extension property purchase \$10,400 (FY-19).
  - McKean-Prospector trail connection (\$4K) from Park impact fees (FY 20).
  - Water purchase (Weber/Bountiful) \$10K more than originally budgeted.
  - Wetland study for the west yard - \$3K (FY-19).
  - Stone Creek well repair - \$41K (FY-19)
- Board stipends – There was discussion about stipends for various city boards/committees.
  - Arts Council - budget includes \$25/mtg for each member, but some have indicated they would prefer money to go to those who put in a lot of time with the July 4 celebration, e.g., Debbie McKean, Shelly Murphy, Emily Holmgren rather than individual council members who enjoy volunteering their time. It was suggested that the money be left in the budget and Arts Council be invited to make a recommendation to city council.
  - Youth Council – option to pay advisors \$25/mtg, or \$500/yr for each advisor. Recommend putting money in budget and giving it to them in December.
  - EmPAC – Recommend no stipends but recommend leaving \$500 in budget for a Thank-you event at the end of the year.

Duane will make the \$300 change which now leaves a projected year-end balance of \$1,120,770 in the General Fund for FY 20.

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Mayor Romney called the regular meeting to order at 7:34 pm. Members of Boy Scout Troop 219, Carson Tovey gave the Scout Oath and Spencer Lewis led the Pledge of Allegiance.

**1. Approve Agenda**

**MOTION:** *Kelly Enquist 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.**

There was no public comment.

**3. Consider Resolution 455-19, A Resolution Enacting the Second Amendment to the Fiscal Year 2018-2019 Budget.**

Duane Huffman went over the highlights that were discussed in the earlier work session which included transferring \$1.5M from general fund to capital fund for the West Yard; moving project money to adjust for when they occurred, e.g., city hall parking lot, new garbage cans, Pages Lane completion; and added money to cover Stone Creek well repairs.

**MOTION:** *James Ahlstrom made a Motion to Approve Resolution 455-19 Adopting the Second Amendment to the Fiscal Year 2018-2019 Budget. Mark Preece seconded the Motion which PASSED.*

The vote was recorded as follows:

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

**4. Consider Resolution 456-19, A Resolution Adopting the West Bountiful City Budget and Property Tax Rate for the Fiscal Year 2019-2020.**

Duane Huffman summarized the highlights included in the Fiscal Year 2019-2020 Budget that were discussed in the earlier work session.

**MOTION:** *Andy Williams made a Motion to Approve Resolution 456-19 Adopting the West Bountiful City Budget and adjusted Tax Rate for Fiscal Year 2019-2020. Mark Preece seconded the Motion which PASSED.*

The vote was recorded as follows:

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

**5. Consider Award of 1100 West Sidewalk Project**

After HollyFrontier completed street and sidewalk improvements from 500 South to Millcreek, the city immediately began exploring how to connect the new improvements to existing improvements at 190 North. The original FY-19 budget included \$70,000 for asphalt, curb, gutter, and sidewalk funded through street impact fees for such a project. Due in part to other city projects competing for staff time and the difficulties of the design, staff did not bid this project earlier this year. Mayor Romney has expressed a desire for some level of improvements to be installed for the 2019/2020 school year to increase the safety of children traveling from the area to the elementary school.

In order to get this done this year, three contractors currently working for the city were asked to bid the project – MC Green and Wind River Excavation responded. MC Green provided the lowest quote for \$124,364. After reviewing the unit prices, staff believes this is a reasonable quote.

Staff has developed three options, 1) Use standard bid process which will likely delay the project until 2020; 2) Move forward as an emergency project using the quotes received from MC Green and Wind River Excavation; or 3) extend asphalt now without completing other improvements to create a walking path similar to other sections of 1100 West. This option will likely require some asphalt to be replaced if curb and sidewalk is eventually installed.

There was discussion about MC Green's quote and the timing of the project. Ben said there is no commitment to have it done before school starts, but they committed to do it by year-end.

Mayor Romney stated that he believes it was very important to complete a safe walking route all the way from 500 South to Porter Lane. Duane Huffman suggested that because the bids are all fairly close, between \$130K and \$140K, and the city wants it done as soon as possible so children can use it walking to school, the project be awarded to whoever can get the project finished earliest. Mayor Romney agreed that if the cost is within \$5K and the city can get an earlier finish date, staff should be given the latitude to make the selection and there is no need to come back for approval.

Mr. Huffman added that the money for this project will be moved to the FY 2020 budget.

**MOTION:** *James Ahlstrom made a Motion to Approve an Emergency Project, not to exceed \$139K, to one of three Submittals, at the discretion of Staff, based on who can give the city material completion at the earliest date. Andy Williams seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye

Mark Preece – Aye

James Bruhn – Aye

Andy Williams – Aye

Kelly Enquist – Aye

**6. Consider Purchase Approval for Three 2020 Ford Explorers for a Total of \$100,209.**

The Fiscal Year 2020 budget that was just approved contains funding for a police vehicle plan that includes the purchase of three new patrol vehicles. The police department needs approval now to place the order for these vehicles to avoid shipment delays. Each 2020 Ford Explorer with a police package costs \$33,403, for a total order of \$100,209.

**MOTION:** James Ahlstrom made a Motion to Approve Three 2020 Ford Explorers for a Total cost of \$100,209. Andy Williams seconded the Motion which PASSED.

The vote was recorded as follows:

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

**7. Open Meeting Training.**

Duane Huffman presented a review the Utah Open & Public Meetings Act as required annually by law.

**8. Consider Approval of Minutes from the June 4, 2019 City Council Meeting.**

**MOTION:** *James Bruhn made a Motion to Approve the Minutes from the June 4, 2019 City Council Meeting as presented. Kelly Enquist seconded the Motion which PASSED by unanimous vote of all members present.*

**9. Police Report (Chief Hixson)**

- Crossing guards had another great year, and all have signed up to come back next year.
- Reserve Officer Bjorndal will begin the Ghost week of his field training.
- Running background on new reserve officer.
- Asst. Chief Ereksen completed seven years with WBPD on June 18. He started as a part-time alcohol enforcement officer and was quickly hired full-time. Brandon recently completed his bachelor's degree in business management from Western Governor's University.
- We are conducting PT testing this week; all officers passed.
- Getting ready for July 4 activities. Several officers will be on bicycles assisting with crowd during the parade and at the Park.
- Quarterly EmpAC meeting was held last month, focus is on prepping for parade and safety fair.

**10. Public Works/Engineering Report.**

**Steve Maughan –**

- Subdivision update: McKean, Mtn. View and Highgate subdivisions are all underway, and Atwater (800 W 1900 N) plans to begin work soon.
- Stone Creek well – we are still working to get it to pass bacteria testing. Need two consecutive positive reports before turning into system. It's pumping at 200 gpm which is good.
- School district extended the water line in the rear parking lot at city hall and will be putting in a new sewer line. Expect to see cuts in 800 West which will require daytime detours for a couple of days.

- Power has been hooked-up at the Park, so the new security lights are on.
- Pages Lane paving has been extended until after July 4.

*Mayor Romney thanked Steve and his crew for their oversight on our city projects. He noted that it's very time-consuming but if we don't watch contractors like a hawk, we end up paying a lot down the road.*

**Ben White –**

- Mtn View initially hired MC Green to do underground utilities, and now they have made arrangements with another contractor to haul dirt, etc. There have been dust issues, so we had to shut them down yesterday. They are looking into options like magnesium chloride to help with the dust.
- The Park concession/restroom building is scheduled to come down on July 15 and will take about 100 days to rebuild.
- Work on the front city hall parking lot will begin after July 4.

**11. Administrative Report (Duane Huffman).**

- Candidate filing is over, and there are nine candidates running for three city council seats. Will hold an orientation next Tuesday night providing basic information on government, resources, etc.
- Staff conducted cursory research into changing the name of the city at the request of a resident and the council. The technical part is very easy, but it is very hard to determine what the impact would be to businesses, etc. There was discussion about whether a citizen led initiative would be the best way to proceed if enough interest exists. Council member Ahlstrom noted that the requesting citizen came before us twice so he felt it was important to give them information.
- He proposed executive sessions to discuss pending or imminent litigation, and a personnel issue.

**12. Mayor/Council Reports.**

James Ahlstrom – no report.

Mark Preece – no report

James Bruhn – Arts council is busy gearing up for July 4; they have a lot of activities planned.

Andy Williams – The Youth Council held a year-end/welcome picnic at the Park. The 2019-2020 Council has 6 new members out of 17. Advisors Paul and Michelle are doing good job.

Kelly Enquist – Commended public works crew on their hard work and complements on the new banners. Reported that he heard from a resident that Blake Anderson went above and beyond by going to his home on Father's Day to fix a water leak.

Mayor Romney – the new fire district budget was approved.

**12. Executive Session for the Purpose of Discussion Items as Allowed Pursuant to UCA 52-4-205(1)(a) and (d).**

**MOTION:** *James Ahlstrom made a Motion to Move into Executive Session in the Police Training Room at 8:35 pm for the purpose of discussing (1) the character, professional competence, or physical or mental health of an individual, and (2) pending or imminent litigation. Andy Williams Seconded the Motion which PASSED.*

The vote was recorded as follows:

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

**MOTION:** *James Ahlstrom made a Motion to close the Executive Session at 9:30 p.m. Andy Williams seconded the Motion which PASSED by unanimous vote of all members present.*

**13. Adjourn.**

**MOTION:** *James Bruhn made a Motion to Adjourn this meeting of the City Council at 9:35 p.m. 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 July 16, 2019 by unanimous vote of all members present.*

  
Cathy Brightwell (City Recorder)



**WEST BOUNTIFUL CITY**

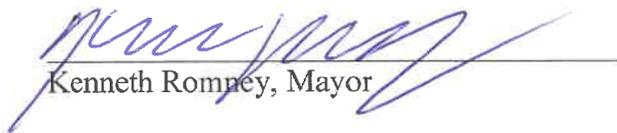
**Statement Regarding Closed Meeting of City Council  
June 18, 2019**

STATE OF UTAH     )  
  : ss.  
COUNTY OF DAVIS)

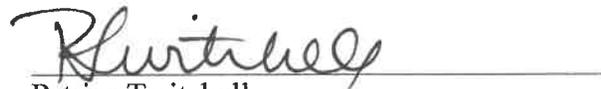
I, Ken Romney, hereby affirm as follows:

1. I am the Mayor of West Bountiful City, and make the following averments based on personal knowledge.
2. I presided at a duly noticed meeting of the West Bountiful City Council on June 18, 2019.
3. Upon motion and a unanimous vote, the City Council closed the regular meeting and moved the meeting to the police training room for the purpose of discussing the character, professional competence, or physical or mental health of an individual, pursuant *Utah Code Ann.* § 52-4-205(1)(a)
4. Upon conclusion of that discussion, the Council resumed its open meeting.

DATED this 18th day of June 2019.

  
Kenneth Romney, Mayor

SUBSCRIBED AND SWORN TO before me this 18 day of June, 2019.

  
Patrice Twitchell,  
Notary Public

