

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 Engineer
Ben White
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CITY COUNCIL MEETING

**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD ITS REGULAR MEETING
AT 7:30 PM ON TUESDAY, DECEMBER 3, 2019 AT CITY HALL, 550 N 800 WEST**

Invocation/Thought – James Bruhn; Pledge of Allegiance – Andy Williams

1. Approve the Agenda.
2. Public Comment - two minutes per person, or five minutes if speaking on behalf of a group.
3. Presentation – Veteran’s Park, Bountiful.
4. Financial Audit Report.
5. Public Improvement Agreement for Blackgate Investments, LLC regarding 1450 West Street.
6. Mountain View Estates Trail Relocation.
7. 800 West Project Scope.
8. Minutes from the November 19, 2019 City Council Meeting.
9. Public Works/Engineering Report.
10. Administrative Report.
11. Mayor/Council Reports.
12. Closed Session for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
13. Adjourn.

Those needing special accommodations can 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 December 2, 2019.

Minutes of the West Bountiful City Council meeting held on **Tuesday, December 3, 2019**, at West Bountiful City Hall, 550 N 800 West, West Bountiful, Davis County, Utah.

Those in attendance:

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

STAFF: Duane Huffman (City Administrator), Steve Doxey (City Attorney), Ben White (City Engineer), Todd Hixson (Police Chief), Steve Maughan (Public Works Director), and Cathy Brightwell (Recorder)

VISITORS: Alan Malan, Dennis Vest, Gary Jacketta, Julie & Eric Hattabaugh, Chris Simonsen, Marty Vowles, Ron Mortensen

Mayor Romney called the regular meeting to order at 7:31 pm. James Bruhn offered a thought from John Wayne and Andy Williams led the Pledge of Allegiance.

1. Approve Agenda

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

2. Public Comment – two minutes per person, or five minutes if speaking on behalf of a group.

Dennis Vest raised an issue involving several neighbors that has escalated to the point that the neighbors are concerned for their safety. The police have been involved and have added more patrols in the area, but he is hoping to encourage additional communication between the police department and complainants so they are better informed of the status of the investigation.

Mr. Vest and Chief Hixson adjourned to the lobby to talk about the issue.

3. Presentation – Bountiful Veteran’s Park.

Eric Hattabaugh, American Legion Commander for South Davis County and Ron Mortenson, Veteran’s Advocate and past commander presented information on the Bountiful Veteran’s Park to be built on land donated by Bountiful City just north of their city hall. The park will be a place to remember and honor those who have served our nation, those who are currently serving, and those who will serve in the future and will recognize the sacrifices and contributions of veteran’s families.

Mr. Mortensen explained that ‘veteran’s’ will include active, reserves, national guard, or merchant marine – past, current and future who live or have lived in Bountiful, Centerville, North Salt Lake, West Bountiful and Woods Cross. The park will have educational benefits by providing information on veterans and the different conflicts through the use of QR codes and videos. They see it as a place students can come to learn.

The Veteran's Park foundation is a 501c3 non-profit organization led by a volunteer board of directors and foundation staff. The project will be 100 percent funded through private donations – no taxpayer funds will be requested or accepted. One million dollars is needed to fund the first phase of the park. Construction is planned to begin in the spring of 2020 with a goal to dedicate the park on Veteran's day 2020.

The veteran's relations committee is gathering names and each city is encouraged to help get the word out. The process to submit names can be easily completed online. They are also developing ways to recognize military families and offer additional recognition through donations for name bricks, trees, flag poles, statues, and benches and see this as a way to inspire young men and women to serve our country.

Chris Simonsen, member of the Foundation, Bountiful city council member and Vietnam veteran shared some stories that showed how important this park will be to veterans.

More information is available at www.BountifulVeteransPark.org.

Mayor Romney thanked them for coming.

4. Financial Audit Report.

Marcus Arbuckle, representing Keddington & Christensen, CPAs, presented the results of the audit of West Bountiful financial statements for the year ended June 30, 2019. He explained that it is the legislative body's responsibility to oversee the financial results of the city, it is management's responsibility to prepare the financial statements in accordance with generally accepted account principles, and the auditor's responsibility to audit the financials and make recommendations on internal controls used by the city.

He reported that regarding state compliance there were no findings – which is rare. Staff did a great job. Regarding financial closing, they are recommending a process to review month and year-end closing, make journal endings and have someone check the results. There are no findings of fraud.

Councilmember Ahlstrom asked if there were significant adjustments necessary. Mr. Arbuckle gave a few examples such as reconciliation of debt, tracking of lease payments, year-end true-up of accounts payable, some fixed assets had not been capitalized, and sales tax needs to be trueed-up. He said they focus on accounting accuracy, not the city's spending priorities, and overall there are no areas of concern, although we may be able to improve year-end and month-end processes.

5. Public Improvement Agreement for Blackgate Investments, LLC regarding 1450 West Street.

Between Dominion Energy's high-pressure pipeline replacement project and the construction of the Highgate subdivision and associated utility work, 1450 West has been in an almost constant state of construction for the past three years. The extension of 1450 W for the construction of the Highgate subdivision also requires realigning the intersection of 1450 West/Millbridge Lane twenty feet east.

Both Dominion Energy and the Highgate developer are required to repair damage to the road caused by construction; however, the multiple trench patches would leave 1450 W with a surface containing more patched asphalt than original asphalt. Such a surface will not last long nor ride well. As it was not prudent to repair a road that was still under construction by others, Dominion Energy provided funding to the city in lieu of their full repairs. City staff and the

Highgate developers have been in discussion as to exactly what their responsibility is for a road with so many trenches. Staff strongly recommends replacing the entire asphalt surface of 1450 W at the Millbridge intersection and to the north approximately 190 feet.

To accomplish this, staff proposes an agreement with the developers of the Highgate development which will have West Bountiful City remove the asphalt and the developers will be responsible for paving the road with new asphalt (after repairing any soft spots).

Steve Doxey has reviewed the agreement

MOTION: *James Ahlstrom made a Motion to approve the Public Improvement agreement as proposed. Andy Williams seconded the Motion which PASSED by a unanimous vote.*

6. Mountain View Estates Trail Relocation.

The Mountain View Estates Subdivision is required to construct a connection to the DSB canal trail, also known as the Onion Parkway Trail. Unfortunately, Rocky Mountain Power (RMP) has placed a transformer and two ground boxes right where the trail was scheduled to go. We can either move the RMP equipment or relocate the trail.

The approved location of the trail is along the common lot line of 109 and 110. The developer is requesting to relocate the trail to the common lot line of 111 and 112. This also works well with streetlight locations and the location of an ADA ramp. Due to the proposed home design on lot 110, moving the trail to the common lot line of 110 and 111 is not an option.

Either location is acceptable to staff. If the trail is moved from the original location, a new pedestrian access easement will be required.

MOTION: *James Bruhn made a Motion to approve a new trail connection between lots 111 and 112 of Mountain View Estates contingent upon receiving a new recorded easement. Kelly Enquist seconded the Motion which PASSED by unanimous vote.*

7. 800 West Project Scope.

Ben White stated that the council had previously talked about a potential 2020 project for 800 West road construction from 400 N to Pages Lane, and staff's understanding is that Council prefers the project be completed in one year rather than splitting it up into multi-year phases. There are several items staff needs direction on.

Using the staff memo as a guide, Mr. White asked the council if it still preferred trying to complete the project in one year with contract stipulations including 1) the contractor cannot close the road in front of the school while school is in session, and 2) the contractor cannot remove the asphalt for the second half of the project before paving the first half. The current estimate is an additional \$750,000 for roads/storm (capital projects fund) and \$350,000 in the Water Fund to accomplish this.

By bidding the full project early in the year, we expect to get good responses, but if not, we will still have time to re-bid half the project. Porter Lane is also on the schedule – no utility

work, just mill and overlay - so we will want to look at it when talking about cash availability. It does not appear that grants will be available to help with the 800 West project as they were for Pages Lane.

There was discussion about the advantages and disadvantages of doing the project in one year and the consensus was to proceed with that objective.

There was discussion about the scope of the project. No aerial relocation will be necessary, most trees will remain due to the seven-foot park strips in the historic district. There was discussion about having grass in the historic district park strips rather than rock; consistency is important.

Mr. White noted that one option would be to leave the landscaping of park strips out of the first contract and handle landscaping separately with a landscape contractor, and the consensus was to move in this direction. The council will discuss landscaping of park strips at a later date.

There have been no information meetings with residents so we need to get them scheduled once we know what to do with landscaping. As most people are busy in December, meetings could be delayed until early January at about time as the bid goes out.

8. Approve Minutes from the November 19, 2019 City Council Meetings.

MOTION: *James Ahlstrom made a Motion to Approve the Minutes from November 19, 2019 as presented. James Bruhn seconded the Motion which PASSED by a unanimous vote of all members present.*

9. Public Works/Engineering Report.

Ben White:

- Pump results from the well are good. The 24-hour test pumped at 1400 gpm with 400 feet of drawdown. There was discussion about current well capability, circulation options, and how much redundancy is needed. Ben explained that the city pays the same amount for Weber water whether it is used or not, so there is good reason to maximize it before other sources. It is 75-80% of the city's total water demand. Expect additional water quality results in January. An RFP for a well house will go out this weekend.
- A design build RFP for pickleball will go out in January.

Steve Maughan:

- Contractors are back on-site for the 1100 West sidewalk project. Material is wet so they are removing base and replacing it.
- Bad sidewalk is being replaced in Kinross Estates.
- 1450 West – hope to get tie-in done in the next 7-10 days. Trench repair may be difficult in this weather.
- Working on equipment maintenance.
- Council thanked Steve and his team for the good job plowing over the holiday.

10. Administrative Report.

- Elected Officials Essentials training is scheduled for December 14th. Mr. Ahlstrom and Mr. Wood have confirmed. Let Duane know if anyone else is interested.
- Audit deficiencies – Duane reviewed a couple of the deficiencies mentioned in Mr. Arbuckles audit report. He agreed there could be some value to having a part-time CPA

with government accounting background help with year-end and month-end closing. Duane will schedule a meeting with each council member to review the report in more detail.

11. Mayor/Council Reports.

Mayor Romney – Christmas on Onion Street went well. The Santa tour took about 2 hours and 15 minutes so we may want to consider moving up the start time a little. During the Santa tour, Chief Bassett mentioned our streets are in better shape for fire trucks than other cities in the area.

- Nothing Bundt Cakes is having a grand opening Thursday night.
- Official word has been announced that Olive Garden is going in where Applebee's was located.
- Chevron (south side of 400 N/500 W) was having geo-tech work done which usually indicates some kind of change is coming.

James Ahlstrom – two large snowstorms over the holidays. Thank you public works; we're spoiled with the condition of our roads.

Mark Preece – Sewer district meeting is this week; will be closing on private financing for upgrades to the north and south plants.

James Bruhn – nothing to report.

Andy Williams – YCC is doing good – Christmas on Onion St was great, and the Viewmont event went well.

Kelly Enquist – shared a couple of resident comments: Is possible to get a variety of holiday flags to hang along the street. Something in addition to the 'Joy' flags so we can mix them up? Mr. Huffman said it shouldn't be too difficult to purchase additional banners for next season if is budgeted.

- Snow plow did great but in some cases they went fast so the snow goes up over parkstrip and onto the sidewalk.

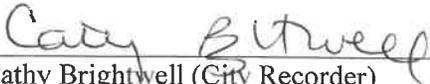
12. Executive Session for the Purpose of Discussion Items as Allowed Pursuant to UCA 52-4-205.

No closed session was needed.

13. Adjourn.

MOTION: *James Bruhn made a Motion to Adjourn this meeting of the City Council. Mark Preece seconded the Motion which PASSED by a unanimous vote of all members present.*

The foregoing was approved by the West Bountiful City Council on December 17, 2019, by a unanimous vote of all members present.


Cathy Brightwell (City Recorder)

