

**Mayor**  
Kenneth Romney

# **WEST BOUNTIFUL CITY**

**City Administrator**  
Duane Huffman

**City Council**  
James Ahlstrom  
James Bruhn  
Kelly Enquist  
Mark Preece  
Rodney Wood

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**  
Kris Nilsen

**Public Works Director**  
Steve Maughan

## **UPDATED\***

### **THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A REGULAR MEETING AT 7:30 PM ON TUESDAY, OCTOBER 19, 2021 AT THE CITY OFFICES, 550 N 800 WEST**

#### **AGENDA:**

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

1. Approve Agenda.
2. Public Comment - two minutes per person, or five minutes if speaking on behalf of a group.
3. Ordinance 449-21, An Ordinance Adding WBCM 17.44 – Housing in Certain Commercial Areas Overlay.
4. \*Resolution 505-21, A Resolution Updating Fees Charged for Business Licenses.
5. Report on Construction Progress of New Public Works Facility.
6. Meeting Minutes from October 5, 2021.
7. Staff Reports – Police, Public Works, Engineering, Community Development, Administration.
8. Mayor/Council Reports.
9. Closed Session for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
10. Adjourn.

*This agenda was posted on the State Public Notice website, the city website, emailed to the Mayor and City Council, and provided to the Davis Journal on October 18, 2021.*

Minutes of the West Bountiful City Council meeting held on Tuesday, October 19, 2021, at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

**MEMBERS:** Mayor Kenneth Romney, Council members James Ahlstrom, James Bruhn, Kelly Enquist, Mark Preece, and Rod Wood

**STAFF:** Duane Huffman (City Administrator), Steve Doxey (City Attorney), Steve Maughan (Public Works Director), Kris Nilsen (City Engineer), Cathy Brightwell (City Recorder)

**PUBLIC:** Alan Malan, Richmond Thornley, Mike Meredith, Michelle Curtis, Tristan Davis

Mayor Romney called the regular meeting to order at 7:31 pm. Mark Preece provided an invocation, and the Pledge of Allegiance was led by James Bruhn.

**1. Approve the Agenda.**

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

**2. Public Comment**

Mike Meredith, 644 W 2200 North, said he was told to come talk about the new fence he intends to build on his corner. He is in the process of changing his chain link fence to a solid fence. The city contacted him and told him the new posts did not appear to meet fence regulations. Mr. Huffman suggested he meet with city staff next week to go over the fence ordinance.

Mr. Meredith also asked about crosswalks at Porter Lane and 640 West. He said there are a lot of children walking to the school bus and families walking to church. Steve Maughan said he will check into it.

Tristan Davis, 852 W 550 North, commented that he read the article in the newsletter about the bid for the new public works facility. It appears the mayor was not involved in the bidding process, but he has concerns about a potential conflict that may not be in the city's best interest. Mayor Romney suggested he talk with Duane Huffman to get more information and to answer his questions.

**3. Ordinance 449-21, An Ordinance Adding WBMC 17.44 – Housing in Certain Commercial Areas Overlay.**

Duane Huffman presented an alternative to the draft for Housing in Certain Commercial Areas Overlay. The new alternate converts all previous design requirements to recommendations. Any overlay would be approved through a legislative process, and this option offers more flexibility to the city council.

Jake Young, one of the city's contract planners, said he recommends clear rules. Recommendations leave the door open to a lot of time-consuming negotiations. He said the planning commission did an excellent job of creating a framework, now the city needs to decide how much flexibility to give.

There was discussion about the alternate draft. There is no way to know what developers will bring in the future; more flexibility will give the city the opportunity to negotiate the details as part of the development agreement process. However, if changes are needed in the future, the ordinance can be changed.

Mayor Romney noted that this is not a permitted use and grants no entitlement.

Council member Enquist said the planning commission put a lot of time into this issue and recommended the draft go back to them for their comments before a final decision is made.

**MOTION:** *James Bruhn Made a Motion to Send the Alternate Draft Back to the Planning Commission for their Review. Rod Wood seconded the Motion which PASSED unanimously.*

**4. Resolution 505-21, A Resolution Updating Fees Charged for Business Licenses.**

The proposed Resolution includes updates and clarifications for business license fees. New fees are proposed for business name changes, and one-time processing fees for home occupation and beer licenses.

Staff is working on a larger package of fee updates but wanted to get this portion out before license renewals are mailed out next month.

**MOTION:** *Rod Wood made a Motion to Approve Resolution 505-21. Mark Preece seconded the Motion which PASSED as reflected below.*

James Ahlstrom – aye  
Kelly Enquist – aye  
Rod Wood - aye

James Bruhn – aye  
Mark Preece – aye

**5. Report on Construction Progress of New Public Works Facility.**

Duane Huffman presented an update on the progress of planning the new public works facility. The project has been taking a lot of staff time as work continues on the site plan and design. He said everything looks good and the project is currently estimated around \$5M.

Site plan.

- The building will be generally located on the southeast portion of the parcel with just under half in hardscape.
- There will be concrete on the east side of the building.
- Three-sided covered storage bins will be built to the northeast of the building to hold materials such as salt, sand, and road base.
- We are considering above ground fuel stations, but no decisions have been made at this point.

- Open areas will be used for drainage, retention, and conservation.
- Black decorative mechanical gates will be at both entrances with a standard 6-foot chain link fence around the perimeter.
- A generator will be located in the southwest corner.
- Landscape will be xeriscape with some trees for shade. A picnic table will be placed in the front.

**Structure.**

- There will be 6 pull-through bays, with 14 ft. x 14 ft doors. The far north bay will be a wash bay with a storage area behind it and a possible mezzanine.
- A canopy will be attached to the north end exterior of the building for outdoor storage, e.g., garbage cans.
- Office space will be in the front of the building with a storage mezzanine above it opening to the shop area.
- There will be several offices, an open work area with room for 8 modular workstations (only 6 will be installed in the beginning), a conference room (18 ft x 22 ft.), break room, IT back-up location, storage room with work benches, lockers, 2 unisex restrooms, and 1 shower room.
- Bay door windows and two levels of exterior windows will provide natural lighting.
- Façade – we won't try to hide that it's a big metal building but will likely use different colors for contrast.
- If we can get the building ordered this week, it should arrive in July, otherwise it will be closer to September.

**6. Minutes from October 5, 2021, City Council Meeting.**

**MOTION:** *Mark Preece made a Motion to Approve the Meeting Minutes from October 5, 2021, as Presented. Rod Wood Seconded the Motion which PASSED by Unanimous Vote of all Members Present.*

**7. Staff Reports**

**Police –**

- Job ad to fill open officer position is out.
- Sergeant candidate is still in background check process. The candidate likely won't start until the first of the year.

**Public Works – Steve Maughan**

- Fall clean-up started Saturday but is going slower than normal so far.
- In the process of winterizing city owned properties. Will leave restrooms open until around Thanksgiving when weather typically is consistently below freezing.
- Water department is working on installing backflow setters.
- New garbage cans came in.
- Asphalt patch work is scheduled for end of this week.
- Block for the wellhouse has been manufactured and is in transit from St. George.
- Steve and Kris are working on the Storm Water Management plan due November 1.

**Engineering – Kris Nilsen**

- Reviewing information submitted by the developers of Highgate Phase 2. They have provided a permit for crossing the A-1 canal from the Bureau of Reclamation. The subdivision should be ready for city council review soon.
- Beginning work on the 600 West road project. Letters have been sent to utilities; Weber Basin may want to do a project in the road during the construction.
- UDOT is starting up an environmental study for the large I-15 project. A lot of meetings have been scheduled.

**Community Development – Cathy Brightwell**

- Election update: ballots are out, poll workers have been appointed (new legislation no longer requires city council approval), election notices are complete, and reminders were sent to candidates about financial disclosure deadline next week. Council chambers will again be used as a polling location on election day so city council meeting will not be held unless the time or day is changed.
- Still working on what to do with old justice court files we received from Davis County. Going through the 260+ boxes to remove permanent files could take over 300 hours and would need to be done by someone with clearance to view private records.

**Administration – Duane Huffman**

- Set to receive around \$40,000 from FEMA for the 2020 windstorm which covers most of the hard costs the city incurred. Kudos to Patrice for her hard work.
- Letters have gone out to local churches for the Elf Tree. Looking for one volunteer to help with distribution of donations.
- Protection of the Legacy Parkway and North Davis Corridor's Scenic Byway status was a project of Gary Uresk who is retiring as Woods Cross city manager. He has asked members of surrounding cities to keep the byway designation alive.

**8. Mayor / Council Reports**

Kelly Enquist – There have been 208 positive West Nile Virus cases found, including two human cases and one death. The receding Great Salt Lake has increased the numbers. Mosquito Abatement District is seeking a tax increase to help pay higher wages for needed employees.

James Bruhn – Arts Council would like to see Christmas decorations at the park. Maybe a star on the building and lighting around the bowery.

He asked when we will be going to bid on the east trail extension. Duane said he has not received responses to his inquiries from the county but will push to get the information so it can be included as part of the 600 West road construction project in the spring.

James Ahlstrom – Youth Council is working on Christmas on Onion Street and will not have the Bountiful Junior High Madrigals participate. West Bountiful Elementary school choir has been invited.

Mark Preece – no report.

Rod Wood – no report.

Mayor Romney – no report.

**9. Closed Session Pursuant to UCA § 52-4-205.**

**MOTION:** *James Ahlstrom made a Motion to Move into Closed Session in the Police Training Room to Discuss the Purchase, Exchange, or Lease of Real Property; and the Character, Professional Competence, or Physical and Mental Health of an Individual. The Regular Meeting Will Adjourn at the Same Time as the Closed Session. James Bruhn seconded the Motion which PASSED as reflected below.*

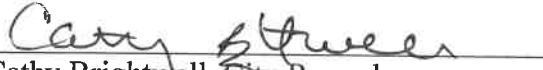
James Ahlstrom – aye  
Kelly Enquist – aye  
Rod Wood - aye

James Bruhn – aye  
Mark Preece – aye

**10. Adjourn.**

**MOTION:** *James Bruhn made a Motion to adjourn the meeting. James Ahlstrom seconded the Motion which PASSED by unanimous vote of all members present.*

-----  
*The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on Tuesday, November 16, 2021.*

  
Cathy Brightwell, City Recorder



**Statement Regarding Closed Meeting of City Council  
October 19, 2021**

 **Notary Public**  
**PATRICE TWITCHELL**  
Commission Number 712965  
**My Commission Expires**  
July 7, 2024  
**State of Utah**