

Mayor
Kenneth Romney

WEST BOUNTIFUL CITY

City Administrator
Duane Huffman

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

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City Recorder
Cathy Brightwell

City Engineer
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**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A
REGULAR MEETING AT 7:30 PM ON TUESDAY, JANUARY 18, 2022
AT THE CITY OFFICES, 550 N 800 WEST**

Online Participation Available: <https://us02web.zoom.us/j/87971971000>

AGENDA:

Invocation/Thought – By Rod Wood; Pledge of Allegiance – By Mark Preece

1. Approve Agenda.
2. Public Comment - two minutes per person, or five minutes if speaking on behalf of a group.
3. Discuss Proposed Budget Amendments for FY 2021-2022.
4. Meeting Minutes from January 4, 2022.
5. Staff Reports – Police, Public Works, Engineering, Community Development, Administration.
6. Mayor/Council Reports.
7. Closed Session for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
8. 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 January 13, 2022.

Minutes of the West Bountiful City Council meeting held on Tuesday, January 18, 2022, at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

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

STAFF: Duane Huffman (City Administrator), Steve Maughan (Public Works Director), Kris Nilsen (City Engineer), Chief Erikson, Cathy Brightwell (City Recorder), Dallas Green (Golf Director) and Josh Virostko (Golf Superintendent) via zoom.

PUBLIC: Alan Malan, Richmond Thornley in-person, and Michelle Curtis via zoom.

Mayor Romney called the regular meeting to order at 7:30 pm. Rod Wood offered a prayer and Mark Preece led the Pledge of Allegiance.

1. Approve the Agenda.

MOTION: *James Bruhn made a Motion to approve the agenda as posted. Kelly Enquist 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.

No public comments.

3. Discuss Proposed Budget Amendments for FY 2021-2022.

Duane Huffman outlined the issues for consideration for amendments to the fiscal year budget ending June 30, 2022. He broke the discussion into three broad areas: New issues; Previously discussed/planned issues; and Technical issues.

New Issues:

1. Golf Course – Lakeside just completed its second very strong year in a row. To continue this success, staff recommends the following items:
 - a. Mechanic/3rd Maintenance position, estimated to cost \$75,000 annually. Prior to 2010 the golf course operated with 3 full-time employees for golf course maintenance. The position was eliminated due to financial circumstances; but the need has been ongoing. Josh Virostko said he would like to find an employee that can do golf course work and mechanic work, but it is hard to find someone with the skills needed on a part-time basis. Josh and Dallas have listed this as the number one priority for the golf course. Mayor Romney commented that several projects have not been done because of lack of manpower so this would be effective.
 - b. Equipment – staff would like to order equipment (3 mowers) now for the FY 2023 budget so they will be here in time for the 2023 season of play as it will take between 9-12 months for orders to be completed. The estimated cost for the 3 mowers is \$150,000 and

staff recommends using available golf funds rather than borrowing as has been done in the past. There is no cost upfront to order; payment will be due when delivered. *Council agreed the equipment could be ordered now knowing it could be cancelled later if necessary.*

- c. Future needs – a list of short-term and long-term needs and projects were provided and are expected to be considered as part of the FY 2023 budget and beyond. Cash flow statements for the last two fiscal years show an increase of \$421K for FY 21 and an increase of \$193K for FY 20.
2. Public Works Wages. Staff is proposing to increase public works employees' wages to be more competitive. Similar to the recent police wages discussion, several years of high construction activity as well as low unemployment rates have resulted in high demand for these positions. An across the board \$2/hour (6-9%) increase for current frontline public works employees is proposed and would bring us in a pretty good position compared to surrounding cities. The increase is estimated to cost \$30,000/year. These increases would be funded through the General Fund, Water Fund, Storm Water Fund, and Solid Waste Fund. *Council agreed to implement the proposed \$2/hour increase effective in the current pay period.*
3. Inflationary Cost Increases. Staff generally tries to manage small increases in costs within existing budgets; however, some items such as fuel have increased higher and faster than anticipated. Public Works uses approximately 600-900 gallons per month and the police department uses approximately 1000 gallons per month, so the increases have been significant. We currently use Fuelman, but they no longer give discounts, and we have to pay a surcharge, so we are looking into changing to Maverik cards that will accrue fuel points.
4. Capital Facilities Plans. Staff is currently soliciting proposals for updates to the city's transportation, water, and storm water capital facilities plans. These plans as well as work necessary to update impact fees which are now about fourteen years old are eligible impact fee expenses.

Previously Discussed/Planned Issues

5. Public Works Facility. The budget amendment recognizes the \$6 million bond as well as expenses for the facility that will be completed this year – design work and some site work.
6. Police Wages. The budget amendment will adjust for the recent change in police wages. It is anticipated that this will be about \$94,000 for the rest of the year.
7. Electronic Speed Limit Signs. The budget amendment will adjust for the \$11,600 approved by the council for four new electronic speed limit signs.

Technical Adjustments

8. The Porter Lane project will be moved from FY 21 to FY 22.
9. Certain expenses related to police vehicles will be moved from FY 21 to FY 22.
10. Funds from completed capital projects will be closed and transferred to the capital projects fund.

11. The Storm Water Fund will receive a transfer from the capital projects fund to account for the 800 West project.

MOTION: *James Bruhn Made a Motion to Schedule a Public Hearing on the Proposed Amendments to FY-22 Budget. Rod Wood Seconded the Motion which PASSED by Unanimous Vote of All Members Present.*

4. **Meeting Minutes from January 4, 2022.**

MOTION: *James Bruhn made a Motion to Approve the Meeting Minutes from January 4, 2022, as Presented. Kelly Enquist Seconded the Motion which PASSED by Unanimous Vote of all Members Present.*

5. **Staff Reports**

Police –

- Asst. Chief Wilkinson has completed 8 years of service with the city.
- The open officer position has been re-posted. We received 5 applicants the first day which is the same number we received over 30 days when the job was posted earlier.
- Delivery of the Assistant Chief's new truck is now scheduled for February.
- Davis County is moving forward with the new Spillman computer system.

Public Works – Steve Maughan

- 400 North well house is progressing nicely. Electrical work is done inside but still waiting on some outside parts. Pipes have been flushed and testing is ready to begin.
- Bids are due on February 10 for the new public works facility.
- We continue to work on the 600 West road project.
- Testing reflectors on stop signs on the main 4-way intersections.

Engineering – Kris Nilsen

- Main focus is the 600 West road project for the next few weeks. Bid package will go out February 11 with bids due on February 25.
- Public works facility – activities still to be done include a building permit for the construction, a conditional use permit from the planning commission, and a public improvements deferral from city council.

Community Development – Cathy Brightwell

- No report.

Administration – Duane Huffman

- Covid update – the city has done well with only a few employees affected, even though neighboring cities have had significant impacts especially in police departments. We have been told that Omicron cases will be fast and furious for a month or so and then the numbers should reduce.

- February 15th city council meeting will include a discussion on fiber through West Bountiful. This is a good time to visit with friends and contacts in neighboring communities about their experiences.
- Met with Representative Ray Ward last week to talk about issues affecting the city.

6. Mayor / Council Reports

Kelly Enquist – Mosquito Abatement has a job opening. They just bought 2 bikes for \$2600 so they can go on trails to spray.

600 West – He has received complaints about speeding. Residents would like to see a raised crosswalk where the new trail will cross by the church. Duane Huffman commented that this location is scheduled for electronic speed signs so we will be able to measure speeds. It was recommended that the city collect traffic data then we can revisit.

James Bruhn – Last week's Arts Council concert was good. He thanked public works for their work cleaning up the Prospector Rail trail – it looks great.

James Ahlstrom – Youth Council seniors were scheduled to attend local official's day at the legislature tomorrow but cancelled due to covid precautions. He asked for feedback on Christmas on Onion Street changes this past year.

Mark Preece – no report

Rod Wood – no report

Mayor Romney – no report

7. Closed Session Pursuant to UCA § 52-4-205.

No Closed Session

8. Adjourn.

MOTION: *James Ahlstrom Moved to Adjourn the Meeting. James Bruhn 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, February 1, 2022.


Cathy Brightwell, City Recorder

