

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

WEST BOUNTIFUL CITY COUNCIL WILL HOLD A REGULAR MEETING AT 7:30 PM ON TUESDAY, MAY 17, 2022, AT THE CITY OFFICES

Invocation/Thought – By James Ahlstrom; Pledge of Allegiance – By James Bruhn

1. Approve Agenda.
2. Oath of Office – West Bountiful Police Officer Wil Harris.
3. Public Comment - Two minutes per person; five minutes if speaking on behalf of a group.
4. Pickleball Court Regulations.
5. Final Plat – Doug's Corner Subdivision, 550 West 1000 North.
6. Ordinance 450-22, An Ordinance Amending W BMC 15.08.050 and 16.20.020 Clarifying Public Improvements Required for Building Permit Approval.
7. Discuss Draft Transportation Map.
8. Resolution 516-22, A Resolution Amending the West Bountiful City Employment Policies and Procedures Manual Regarding Travel.
9. Fiscal Year 2022/2023 Tentative Budget for All City Funds.
10. Fiscal Year 2021/2022 Budget Amendments.
11. Meeting Minutes from May 3, 2022.
12. Staff Reports – Police, Public Works, Engineering/Community Development.
13. Mayor/Council Reports.
14. Closed Session for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
15. 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 May 13, 2022, by Cathy Brightwell, City Recorder.

Minutes of the West Bountiful City Council meeting held on Tuesday, May 17, 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 Doxey (City Attorney), Steve Maughan (Public Works Director), Kris Nilsen (City Engineer), Chief Erikson, Cathy Brightwell (City Recorder), and Patrice Twitchell (Finance Specialist) via zoom

PUBLIC: Alan Malan, Richmond Thornley, Aleya Mason, Conor Orozo, Alison LaPlaca

Mayor Romney called the regular meeting to order at 7:31 pm. James Ahlstrom offered a prayer and James Bruhn led the Pledge of Allegiance.

1. Approve the Agenda.

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

2. Oath of Office – West Bountiful Police Officer Wil Harris

The city's newest police officer, Wil Harris, was given the oath of office. He graduated from the police academy in April and started work with the city a couple of weeks ago. Following his swearing in, his mother, Alison LaPlaca, pinned on his badge.

3. Public Comment – Two Minutes Per Person, or Five Minutes if Speaking on Behalf of a Group.

No Public Comment.

4. Pickleball Court Regulations.

The four new pickleball courts to the south of city hall have attracted a lot of people and in good weather are in use from early morning until the lights go out at 10 pm. The noise reportedly has caused some concern with neighbors.

The city code regarding parks (WBMC 12.24) does not set specific hours. The City Park has posted hours of 6 am to 10:30 pm. The pickleball lights have been set to work from 6 am to 10 pm since they were installed.

There was discussion about how setting consistent hours as the Park might impact neighbors and what other options may exist. Planting trees on the south side of the courts might help but the drought is making that difficult. The issue of loud music was also discussed.

It was decided that more information is needed before making a decision. Duane will talk with the neighbor and check with other cities to see how they handle hours and noise and bring back some options.

5. Final Plat – Doug’s Corner Subdivision, 550 West 1000 North

Doug Coon’s Construction, LLC has applied for a 3-lot subdivision located on the west side of 550 West Street and the north side of 1000 North. The property is within the R-1-10 zone and consists of 0.694 acres. Each lot meets the requirements for zoning and frontage.

Kris Nilsen summarized his review of the application. Existing structures will be demolished prior to any building permits being issued, and this will be enforced as part of the subdivision bond. The frontage will have curb, gutter, sidewalk, and visibility will improve significantly with homes sitting back 30 feet from the road once the shrubs and trees are removed. The driveway on the corner lot will be on the far north or far west sides of the lot. Most of the drainage will run to the street but rear drainage will go to a retention area in the northwest corner

Outstanding items include approval from Weber Basin of the construction plans for secondary water.

MOTION: *Rod Wood made a Motion to table this item until the city receives approval from Weber Basin and the city engineer and public works director sign off. Kelly Enquist seconded the Motion which passed unanimously as reflected below.*

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

James Bruhn – aye
Mark Preece – aye

6. Ordinance 450-22, An Ordinance Amending WBMC 15.08.050 and 16.20.020 Clarifying Public Improvements Required for Building Permit Approval.

Duane Huffman provided background on the proposed ordinance. The city council previously reviewed a recommendation by the planning commission to update the city’s code regarding when and what public improvements are required of an individual property owner as a condition of building permit approval.

The current interpretation of WBMC 15.08.050 requires as a condition of a building permit the property owner to install curb, gutter, sidewalks, and other associated public improvements such as asphalt extensions, piping or covering drainage culverts and to move conflicting utility infrastructure such as poles and boxes along a lot on which a building is to be constructed or remodeled when the construction is proportionate to the improvements. The code could be clearer in defining the improvements required as well as a standard defining what level of building permit triggers the requirement.

At city council’s request, staff has provided options to modify the planning commission’s proposal. Both proposals include requiring curb, gutter, sidewalk, and storm drain improvements, and exclude relocating conflicting utility infrastructure.

The differences in proposals: Planning commission recommends a trigger of a 100% increase of footprint or floorspace and excludes road widening/asphalt extension. Staff recommends a trigger of a 50% increase of footprint or floor space, and limits road widening to 3-4 feet.

Planning Commissioner Corey Sweat was unable to attend the meeting so sent an email to Mayor and Council providing reasoning for the commission's recommendation. Chairman Malan summarized the reasons that include concern about placing an undue burden on homeowners. They were also concerned about negatively impacting the few properties in the community who are less likely to be able to afford home improvement and discourage such activity due to the public improvement costs.

There was discussion about who should pay. It's clear that developers should pay when subdivisions are created but for individuals is it appropriate for the costs to be on the property owner or the entire community? Several locations in the city without improvements were discussed as well as the impact of deferrals. The biggest issue of controversy is the extension of the width of the road. Limiting the property owner's responsibility seems to be a fair way to share the expense. Kris Nilsen explained that 3-4 ft is the smallest amount that can be done and still make good improvements. It was also noted that deferrals of some or all the improvement can be requested.

Mayor Romney commented that it is a difficult balance, but it should not fall on city residents to pay when the individual will benefit from the improvements including increased property value.

MOTION: *Mark Preece Made a Motion to Adopt Ordinance 450-22 to include changing the percentage of increased footprint or floorspace to 50% in Section 15.08.050.A.2. and A.3. and limiting the property owner's responsibility to widen the road to meet curb and gutter to 3 to 4 feet in Section B.2. Rod Wood Seconded the Motion which PASSED 4-1 as reflected below.*

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

James Bruhn – aye
Mark Preece – aye

7. Discuss Draft Transportation Map.

Duane Huffman explained that the city is currently in the process of updating capital facilities plans and impact fees facilities plans. He reviewed a draft transportation map showing future street needs that came from engineers doing research for impact fee changes. The focus is on roads designated as "collectors" – connecting local roads eventually to arterials. He asked for direction about what streets on the map should be included in the proposal.

There was discussion about arterials 500 South and 500 West and future collector roads that connect to them. Additional collectors would spread out future burdens on city roads.

There was also discussion about possible future improvements to 1100 W between 400 North and 500 South, 660 West between 400 North and 1000 North, and 400 North between 1450 West and 1100 West. There was agreement to add 400 North west of 1100 W to the map. The 1450 West southerly extension is shown on future maps and was anticipated by UDOT when 500 South was improved

several years ago by including a break in the median and turn lanes. It would need to be done by Woods Cross as the south portion of the connection is in their city.

These changes will drive impact fee schedules, but they must be designated, or the fees can't be collected.

The discussion was a good start as work on the capital facilities and impact fees facilities plans continue.

8. Resolution 516-22, A Resolution Amending the West Bountiful City Employment Policies and Procedures Manual Regarding Travel.

Duane Huffman explained that the city has not had a formal policy about travel and per diem reimbursements. This proposed policy requires that departments budget for planned travel activities; requires city vehicles be used for travel with some exceptions; allows a reimbursement of 50% of the lowest total cost of the conference sponsored hotel rate when staying with friends and family out of town; ties the per diem rate to the State of Utah; and ties mileage to the IRS approved rate so the updates occur automatically.

Council member Ahlstrom inquired about the rationale for reimbursing fifty percent of hotel rates rather than some other amount including the lowest cost hotel rate. He said the policy did not make sense to him and suggested removing it from the proposal.

MOTION: *James Ahlstrom Made a Motion to Adopt Resolution 516-22 as presented except to remove the proposal to reimburse employees a percentage of the hotel rate when staying with friends or family. Rod Wood Seconded the Motion which PASSED as reflected below.*

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

James Bruhn – aye
Mark Preece – aye

9. Fiscal Year 2022/2023 Tentative Budget for All City Funds.

Duane Huffman reviewed the 2022/2023 Tentative Budget and asked for input. He noted that a public hearing will be scheduled for the June 7 meeting and the city has until the end of June to adopt the budget.

- Sales tax is currently increasing by 10%, budgeted for 6% - *Yes*.
- Total ARPA funds of \$688,000 to Public Works facility - *Yes*.
- Pay scale – 7% for admin, council, golf, and now public works. Police now at 2%. based on the large increase earlier this year - *Yes*.
- New Community Development position is an ongoing cost. \$90,000 includes salary, benefits, computer, etc. – *Yes*.
- Centerpoint Theatre (James Ahlstrom disclosed he is on the Centerpoint Board) requested \$20,000 as part of its \$200,000 carpet project. We gave \$15,000 2 years ago and \$0 in the current year. Councilman Ahlstrom recommended continued support as it is a regional theatre in our backyard.

James Bruhn said it is a big ask for taxpayer's money. Kelly Enquist commented that they get a lot of donations and our city voted not to support them so why are we giving them money? Straw poll for support: Enquist-no, Bruhn-no, Preece-ok, Wood-ok, Ahlstrom-ok. – *Yes to \$15,000 donation.*

- 975 W trail connection to Prospector trail by golf course – \$123,000 was not included in Tentative Budget but up for discussion again. Cost includes fencing due to the proximity to the green on hole #2. MP-not worth the money. Park Impact fees of \$92,000 can be used for trails and \$844,000 is currently in RAP. *Straw poll – 4 against, better to wait another year.*
- Replace old toy at city park and repair parking lot? Councilman Enquist recommends new lighting on the west side by parking lot. Duane will bring back estimates.
- Cart path budget at \$12,000 but previous discussion suggested more. Can come up with a placeholder number now or design a plan and come back with a budget amendment. Mayor Romney suggested \$120-\$150,000 is needed to improve the cart paths with the goal of keeping golfers. Our cart paths are the golf course's biggest deficiency.
- Capital Projects– group 3 small projects together (560 W cul-de-sac, 1810/1890 Loop, East Porter Lane) – *Yes.*
- Sidewalk repairs/replacement is budgeted at \$50,000. Should it be increased to \$100,000? Discussion that the problem is trees that residents are responsible for. Mayor asked if it is a public safety issue, can the city help with the tree removal costs? Steve Maughan will put a list together and prioritize based on risk, hazard, and safety. If we increase to \$100,000, it leaves us with \$475,000 for next year and \$13,000 from Impact fees

Council member Bruhn said he would like power at the Park so we can have Christmas lights.

10. Fiscal Year 2021/2022 Budget Amendment.

Duane Huffman reviewed the 2021/2022 Budget Second Amendment. He noted that a public hearing will be scheduled for the June 7 meeting.

- Revenue adjustment for fireworks.
- Justice Court records – paid temporary employees \$6000 to go through old files.
- New city website cost less than expected so reduce by \$3400.
- Increased utilities and telephone expenses.
- Increased fuel costs for Police and Streets. Departments.
- Police dispatch fees will go down.
- Adjust Capital outlay for computers that didn't happen this year.
- Adjust Capital outlay for equipment because we cannot get the Loader.
- Slurry seal increase paid by developers.
- Reduction in debt service.
- Street impact fee changes.
- Park impact fees – close out pickleball project.
- Water – move well money (increase) to close out project.
- Increase storm water training.
- Golf – merchandise placeholder.

11. Meeting Minutes from May 3, 2022.

MOTION: *James Ahlstrom made a Motion to Adopt the Meeting Minutes from May 3, 2022, as presented. Rod Wood Seconded the Motion which PASSED by Unanimous Vote of all Members Present.*

12. Staff Reports

Police – Chief Erekson

- National Law Enforcement Week. The department has been receiving requests for supplies for ballistic equipment for Ukraine. The city has old vests and helmets that can be donated to a charity group in UT trying to send supplies to Ukraine. Council members commented that it was a good idea.

Public Works – Steve Maughan

- 600 West road construction update – there is 400 ft of water main left to lay. Bacteria and pressure testing from the canal to Porter Lane passed, will start making tie-ins next week on the north end. We expect water to be completed by the end of June, then complete the road rebuild.
- Final 400 N well start-up tomorrow. Stone Creek well has been running for about three weeks.
- Still looking for seasonal help at park, paying \$13-\$15 to start. Age requirement is 16 but they need to be 18 to drive a truck.
- Aquaphor meeting with surrounding cities scheduled for tomorrow.

Engineering – Kris Nilsen

- Working on miscellaneous city projects – water conservation plan is due end of June.
- Olsen Farms-8 subdivision is being reviewed and details are being worked out.

Community Development – Cathy Brightwell

- The Planning Commission considered the request from city council to look into adopting a minimum home size and after discussion decided it was not necessary. Council member Ahlstrom asked Chairman Malan if the planning commission would object if someone wanted to build a 200 sf home. Mr. Malan responded that the planning commission would not have a problem with it. They do not want to tell someone what they can build on their property. There was discussion about some subdivision CCRs requiring a minimum size which is fine. The planning commission did not object but does not believe the city should set a size limit.

Administration – Duane Huffman

- We will get about \$38,000 from the County for extension of the Onion Parkway trail (Eastman) as part of the 600 West project.
- Google Fiber is in the design phase. Their biggest priority is 600 W so they can get facilities in during construction. Another potential provider, Syringa, who the council approved several years ago wants to renegotiate now that their agreement has expired.
- We are getting a lot of resident calls about water including several instances of complaints so we gave out the Weber Basin complaint line.
- South Davis Metro Fire board – Duane is this year's budget officer. The tentative budget was presented to the board, and it went smoothly.

13. Mayor / Council Reports

James Ahlstrom – Youth council has fifteen applications for the upcoming term. Interviews will be scheduled next week.

Inquired about water conservation at the golf course, specifically the driving range.

James Bruhn – No report.

Kelly Enquist – Residents are confused about watering restrictions. They don't know which restrictions apply because they're getting differing information through the mail and media.

Have we ever thought about holding a summer recreation program? Duane Huffman commented that personnel would be the biggest factor.

Mosquito Abatement District is still short staffed. They worked out an arrangement to get a fogger. Now working to get it calibrated so then will just need chemicals to run it. It should help with golf courses to handle areas away from the streets. They will spray trails if they can get access. Only one West Bountiful request for spraying so far.

Mark Preece – No report.

Rod Wood – No report.

Mayor Romney – No Report.

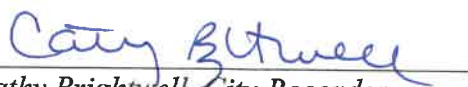
14. Closed Session

MOTION: *Rod Wood Made a Motion to Move into Closed Session in the police conference room for the purpose of discussing the character, professional competence, or physical or mental health of an individual, pursuant to UCA 52-4-205(1)(a). The regular meeting will adjourn with the adjournment of the closed meeting. James Ahlstrom Seconded the Motion which PASSED by unanimous vote of all members present.*

15. Adjourn.

MOTION: *James Ahlstrom made a Motion to Adjourn the Meeting. Rod Wood 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, June 7, 2022.


Cathy Brightwell, City Recorder

