

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
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Kris Nilsen

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WEST BOUNTIFUL CITY COUNCIL WILL HOLD A REGULAR MEETING AT 7:30 PM ON TUESDAY, MARCH 7, 2023, AT THE CITY OFFICES

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

1. Approve Agenda.
2. Public Comment - Two minutes per person; five minutes if on behalf of a group.
3. Public Hearing – Plat Amendment and Changes to Public Utility and Drainage Easement for Birnam Woods 2A Subdivision.
4. Ordinance 468-23, An Ordinance Authorizing a Plat Amendment and Changes to Public Utility and Drainage Easements for Birnam Woods 2A Subdivision.
5. Expenditure Approval for Public Works Service Truck.
6. Budget Discussion – FY 2024.
7. Meeting Minutes from February 21, 2023.
8. Staff Reports–Police, Public Works, Engineering, Community Development, Administration.
9. Mayor/Council Reports.
10. Closed Session, if necessary, for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
11. 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 March 3, 2023, by Cathy Brightwell, City Recorder.

Minutes of the West Bountiful City Council meeting held on Tuesday, March 7, 2023, at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

MEMBERS: Mayor Ken Romney, Council members James Ahlstrom (on the phone), James Bruhn, Kelly Enquist, Mark Preece, and Rod Wood.

STAFF: Duane Huffman (City Administrator), Steve Doxey (City Attorney), Chief Brandon Erikson, Kris Nilsen (City Engineer), Steve Maughan (Public Works Director), and Cathy Brightwell (City Recorder).

PUBLIC: Alan Malan, Deby Marshall, Diana Dransfield, Richmond Thornley, Brian Rogers, Richard & Terry Johnson, Whitney Brady, Wes & Melissa Morely, Mark DePriest, Jenn Nielsen

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

1. Approve the Agenda.

MOTION: *Rod Wood made a Motion to approve the agenda as posted. James Bruhn seconded the Motion which PASSED unanimously.*

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

Brian Rogers, resident, commented that he is interested in the idea of rank choice voting (RCV) and encouraged the council to look into this new method of voting. Duane Huffman responded that we would first need to look into what state law currently allows and how it would work with Davis County. He said the state has been running a RCV trial with several cities and noted that we contract with Davis County to manage our elections and at this time they do not support rank choice voting. If the city decided to change to this new way of handling elections, we would likely need to manage the election on our own and incur all the expenses that go with running an election.

3. Public Hearing – Plat Amendment and Changes to Public Utility and Drainage Easement for Birnam Woods 2A Subdivision.

Kris Nilsen summarized the request for a plat amendment and changes to public utility and drainage easements for Birnam Woods 2A subdivision. The easement running along the old rear property line for the three properties is being vacated for lot 206 and for lots 207 and 208 we are recommending reducing the easement from 10 ft to 7 ft. as there is a piped storm drain through those two lots. Kris also noted that no new lots are being formed as a result of the plat amendment and all three lots meet zoning requirements for the R-1-10 zone.

In response to a question from Council member Ahlstrom, Kris said the land being added to each of the lots was previously owned by the Johnson's, who also own lot 207.

MOTION: *Kelly Enquist Made a Motion to Open the Public Hearing. James Bruhn Seconded the Motion which PASSED Unanimously.*

No public comments were offered.

MOTION: *Mark Preece Made a Motion to Close the Public Hearing. Rod Wood Seconded the Motion which PASSED Unanimously.*

4. Ordinance 468-23 Authorizing a Plat Amendment and Changes to Public Utility and Drainage Easements for Birnam Woods 2A Subdivision.

Kris Nilsen recommended approval of the plat amendment for Birnam Woods 2A subdivision with the notation that the applicants need to provide the remaining information requested by the city engineer, review by city attorney, and proper recording of the subdivision plat with the county recorder.

MOTION: *James Ahlstrom Made a Motion to Approve Ordinance 468-23 contingent on applicants providing outstanding information requested by city engineer, review by city attorney, and successful recording of plat for Birnam Woods 2A Subdivision. James Bruhn Seconded the Motion which PASSED as Reflected Below.*

James Ahlstrom – aye

James Bruhn – aye

Kelly Enquist – aye

Mark Preece – aye

Rod Wood – aye

5. Expenditure Approval for Public Works Service Truck.

Duane Huffman summarized the expenditure request for a new public works service truck. The FY 22 and FY 23 budgets both included funding for the purchase of two public works service trucks; however, due to lack of availability, no trucks were purchased in FY 22. After last month's city council approval of two trucks in the FY 23 budget, we found out there was another truck available. Adding this new truck, which will be used by Steve Maughan, puts us back on track with truck rotations. He noted that it will require a budget amendment because the expense was not included in the current year budget.

MOTION: *James Bruhn Made a Motion to Approve the Expenditure of \$51,164 for a 2023 GMC Sierra 2500 Public Works Service Truck. Kelly Enquist Seconded the Motion which PASSED Unanimously.*

6. Budget Discussion – FY 2023 - 2024.

Duane Huffman presented a first look of the FY 2023-2024 Budget.

FY 23 – Update

- Miscellaneous amendments, including public works trucks, will be coming but nothing that will change the outlook of next year's budget.
- Sales tax growth is slowing; currently 1.4% below budget.

Budgeted Items Complete or In-progress:

- 600 W and trail connection; public works facility; water line project; golf maintenance position (recently hired someone and he will start soon); carpet for city hall and club house; golf mowers; public works vehicles; and impact fee/water rates study that will be complete before July 1.

Budget Items Still Pending:

- New community development position expected this year.
- Parks – Charnell, lighting, playground, surfacing, parking lot; sidewalks/trees.
- Police – vehicle, dispatch/records system.
- Golf – cart paths, parking lot but will probably need to be spread out over multiple years. Revenues are down due to weather so not sure what to expect.

FY 2024 Budget-

General Fund

- Projected - \$1.8M beginning balance; Unassigned - \$1.6M
- Revenues - \$5.5 M with sales tax growth of 3% (conservative estimate)
- Expenses – Baseline \$5.5M, stripping out one-time expenses, etc. This category could easily swing \$100k.
- Biggest Questions: sales tax growth, personnel, equipment?

Available Capital Project Funds:

- Roads (combined) \$1-1.3M.
- Water \$3M.
- Parks \$1.1M available for Capital, includes RAP.
- Capital Projects \$1.6M – can hold in reserve, use for road funds, or pay down facilities bond.

Coming Attractions:

- General Fund
 - Personnel – inflationary pressures, new police patrol position.
 - Equipment – stay current on vehicles, especially police.
 - Street Maintenance – slurry seals versus road rebuilds, etc.
- Capital
 - Road/water line projects – 660 West, 700 North, East Porter Ln, 1100 W grants match.
- Golf
 - Continued cart path and tee work.
 - Club house-outdoor seating improvements and associated inside costs.
- Other Items to Review
 - Trail connection at 975 West and golf course.
 - New trailhead at 900 West and 600 North.
 - 1100 West canal pedestrian crossing.
 - Holiday light at city park.
- Anything else Councilmembers want?
 - Porter Lane west of 800 West. (Mark Preece)
 - New city park on the west side. (Rod Wood) Duane commented that we will likely get serious about it when west side development gets moving.

- Additional electronic speed signs. (James Ahlstrom) Could add one on 400 N between 800 W and 1100 W. Discussion about the need to set a policy on how they will be located – should focus on main thoroughfares first.
- Any new/additional public works equipment needed for the new facility? (Mark Preece)
- July 4th budget as proposed by parade committee. (Rod Wood)

Duane thanked council for their comments and will begin working on a budget proposal for a future meeting.

7. Meeting Minutes from February 21, 2023.

MOTION: James Bruhn Made a Motion to Adopt the Meeting Minutes from February 21, 2023, as corrected. Mark Preece Seconded the Motion which PASSED Unanimously.

8. Staff Reports

Police – Chief Erikson

- The roll-out of the new Spillman system is starting on north end of Davis County and will move south so we expect to have it in mid-summer.
- Davis Behavioral Health is running a pilot program with 4 police agencies, including West Bountiful, that provides a mental health therapist on-site weekly. They are looking at some grant money to expand the program.

Public Works – Steve Maughan

- There is a new requirement of the EPA for a lead and copper service line inventory of all water meters (including from the meter to the house) to be completed by October 2024. This is a big project, and we will talk with some companies to determine what kind of help may be needed to comply, including GIS work.
- We are paying close attention to potential snow run-off in storm drains that may cause flooding. The county believes their channels are built for 100-year storms and should be able to handle the run-off. They have dredged Mill Creek west of 1100 West so it should be able to handle anything coming down the hill. One of the concerns is debris coming down the channel blocking the flow. The state meteorologist is meeting with Davis County to look at long range forecasts to determine if or when sandbag stations are needed.
- Google fiber is still working and may bring back another crew. Road cuts should be done the end of this month, then we expect two months of restoration – hoping to be completed by the end of May.
- PW facility update – interior finishes are going in; exterior work has been delayed due to weather.
- At last week's state water conference, West Bountiful was awarded 2nd place in the Best Tasting Water contest out of forty-five entries. The city previously won first place in 2015 and 2022.

Engineering – Kris Nilsen

- Working to get bidding documents out for the miscellaneous concrete and tree removal projects.
- The contractor for the water project awarded last month has contacted us to say they want to start as soon as paperwork is finalized.

- The WFRG grant for the 1100 West project has been approved but will be formally voted on at their March 29 meeting.
- Last year's water conservation efforts resulted in 62 acre feet (about 21 million gallons) less than 2021, even with the flushing needed for the new well.

Community Development – Cathy Brightwell, Duane Huffman

- There have been rumors that a west side developer has announced to local realtors they will have half-acre lots for sale in their future subdivision. To be clear, the city has not received proposals for future phases of the Belmont Farms development.

Administration – Duane Huffman

- No legislation concerning zoning was passed this session. A subdivision bill was adopted that limits the administrative review process. The city will work to update the subdivision requirements and approval process.
- ULCT's mid-year conference will be held in St. George on April 20 and 21st. An email will be sent asking council members to respond to Cathy about attendance. Council member Bruhn asked to be registered.
- For the April 4th city council meeting, a work session will be scheduled to tour the new public works facility.
- South Davis Recreation center will be using our baseball fields this year, but they have no plans to use the concession stand. Are there any community organizations that would want to use the facility to raise money?
- An RFP for a new prosecutor is being circulated.

9. Mayor / Council Reports

Rod Wood – UDOT is coming to meet with us on March 27th regarding the comments we submitted on the I-15 Reconstruction project. He added that he reviewed the Prosecutor RFP, and it looks good.

James Ahlstrom – He announced that he was the first council member to register for the parade (after taking grief at the last meeting about never having registered himself in the past). He thanked Steve Maughan for the great job his crew has done with keeping our roads plowed – it is greatly appreciated. He inquired about who to go to with a complaint about a minor alone in a home. Chief Erikson said it is best to report to the police department and they will investigate. He asked for a volunteer to attend the next Youth Council meeting in his place as he will be unavailable. James Bruhn volunteered to help out.

Mark Preece – no report.

James Bruhn – Arts Council Spring concert is this Friday with Tiff Miller & Mary Jefferson performing.

Kelly Enquist – Will be attending a Mosquito Abatement meeting this Thursday. He announced that the annual St. Olaf Spaghetti dinner Boy Scout fundraiser will be held on Saturday.

Mayor Romney – Snow removal has been awesome. He said there have been news reports about many cities having used up their snow removal budget given the heavy snow this year and asked Steve how we are doing. Steve said we will be over budget, but not by a huge amount.

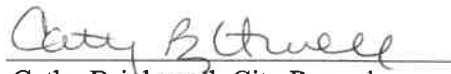
10. Closed Session, if needed

No closed session needed.

11. Adjourn.

MOTION: Mark Preece made a Motion to Adjourn the Meeting. Rod Wood Seconded the Motion which PASSED Unanimously.

The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on Tuesday, March 21, 2023.


Cathy Brightwell, City Recorder