

**Mayor**  
Kenneth Romney

## **WEST BOUNTIFUL CITY**

**City Administrator**  
Duane Huffman

**City Council**  
James Ahlstrom  
Dell Butterfield  
Kelly Enquist  
Jenn Nielsen  
Mark Preece

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West Bountiful, Utah 84087

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**City Recorder**  
Remington Whiting

**City Engineer**  
Kris Nilsen

**Public Works Director**  
Steve Maughan

### **THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A REGULAR MEETING AT 7:30 PM ON TUESDAY, FEBRUARY 20, 2024, AT THE CITY OFFICES**

*Invocation/Thought – Dell Butterfield; Pledge of Allegiance – James Ahlstrom*

1. Approve Agenda.
2. Public Comment - Two minutes per person; five minutes if on behalf of a group.
3. Consider Request to Defer Installation of Public Improvements for Hugoe Subdivision at 1448 W 400 N.
4. Consider Annexation Petition for 12.666 Acres at 1800 West 1200 North by South Davis Sewer District.
5. Consider Purchase Approval of Police Vehicles for \$210,980.
6. Golf Course Concessions
7. Meeting Minutes from January 19<sup>th</sup> and February 6<sup>th</sup>, 2024.
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.

*The above agenda was posted on the State Public Notice website ([Utah.gov/pmn](http://Utah.gov/pmn)), the city website ([WBCity.org](http://WBCity.org)), posted at city hall, and emailed to the Mayor and City Council on February 16, 2024, by Remington Whiting, City Recorder.*

Minutes of the West Bountiful City Council meeting held on **Tuesday, February 20, 2024**, at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

**MEMBERS:** Mayor Kenneth Romney, Council members James Ahlstrom, Dell Butterfield, Kelly Enquist, Jenn Nielsen, Mark Preece

**STAFF:** Duane Huffman (City Administrator), Steve Doxey (City Attorney), Lance Wilkinson (Assistant Chief of Police), Steve Maughan (Public Works Director), Addison Jenkins (Community Development), Dallas Green (Golf Director), Kris Nilsen (City Engineer), and Remington Whiting (City Recorder)

**PUBLIC:** Alan Malan, Deby Marshall, Rob Merrick

**EXCUSED:**

Mayor Romney called the meeting to order at 7:35 pm. Dell Butterfield gave an inspirational thought, and the Pledge of Allegiance was led by James Ahlstrom.

**1. Approve Agenda**

**MOTION:** *Mark Preece made a motion to approve the agenda. Dell Butterfield seconded the Motion which PASSED by unanimous vote of all members present.*

**2. Public Comment**

None

**3. Consider Request to Defer Installation of Public Improvements for Hugoe Subdivision at 1448 W 400 N**

Kris Nilsen explained that the Hugoe Subdivision has received preliminary plat approval from the planning commission. He then discussed how the owner of the subdivision had submitted a request to defer subdivision improvements like curbs, sidewalk, and road widening. Based on the current status of the road and the likelihood of future development to the west, staff's recommendation is to grant the deferral. Council member Butterfield asked if deferring the improvements would cost the city more, and Kris responded that costs would likely be lower for everyone if the improvements eventually go in with a larger project.

**MOTION:** *Dell Butterfield made a motion to approve the deferral request for Hugoe Subdivision, pending a review of the agreement. James Ahlstrom seconded the motion which PASSED.*

The vote was recorded as follows:

|                      |                       |
|----------------------|-----------------------|
| James Ahlstrom – Aye | Dell Butterfield– Aye |
| Kelly Enquist – Aye  | Jenn Nielsen– Aye     |
| Mark Preece – Aye    |                       |

**4. Consider Annexation Petition for 12.666 Acres at 1800 West 1200 North by South Davis Sewer District**

Addison Jenkins gave a brief overview of the South Davis Sewer District annexation request and the process. At this point, accepting the petition allows the process to continue, and the council would later have the opportunity to either grant or deny the annexation. Council member Ahlstrom asked why the Sewer District was interested in this annexation. Duane Huffman explained that the Sewer District is doing an expansion, and both the district and the county would prefer the entire plant be in West Bountiful under one land use jurisdiction.

**MOTION:** *Mark Preece made a motion to accept the South Davis Sewer District Annexation Petition. Jenn Nielsen seconded the motion which PASSED.*

The vote was recorded as follows:

|                      |                       |
|----------------------|-----------------------|
| James Ahlstrom – Aye | Dell Butterfield– Aye |
| Kelly Enquist – Aye  | Jenn Nielsen– Aye     |
| Mark Preece – Aye    |                       |

**5. Consider Purchase Approval of Police Vehicles for \$210,980**

Duane Huffman explained that the city had budgeted to buy 4 police vehicles, along with the selling of 3 vehicles. It was previously estimated that the 4 vehicles would cost \$166,000. He explained that unfortunately the cost of the 4 new vehicles is higher than anticipated, costing a total of \$210,980. Council member Butterfield asked about a purchasing policy for police vehicles. Duane explained that there was not a formal policy, but rather schedules that were reviewed and adjusted each budget cycle, and that a formal policy is something the city could create. Duane emphasized how much the supply chain shortage has affected purchasing vehicles over the last couple years. Assistant Chief Wilkinson explained that 3 reserve vehicles are necessary because of maintenance and accidents. Council member Ahlstrom shared his opinion that it is better to buy now when they are available then risk them not being available next year. Duane said that staff would bring a vehicle purchasing policy back for the council's review.

**MOTION:** *James Ahlstrom made a motion to approve the purchase of police vehicles for \$210,980. Jenn Nielsen seconded the motion which PASSED.*

The vote was recorded as follows:

|                      |                       |
|----------------------|-----------------------|
| James Ahlstrom – Aye | Dell Butterfield– Aye |
|----------------------|-----------------------|

Kelly Enquist – Aye  
Mark Preece – Aye

Jenn Nielsen– Aye

**6. Golf Course Concessions**

Dallas Green reviewed the current status of concessions at the golf course, along with his recommendation that the city temporarily operate the services in-house. Council member Ahlstrom asked about potential tournaments, and asked if companies would be able to cater for the larger events, which Dallas confirmed would be the plan. Dallas also clarified that his recommendation would not prohibit the course from finding a potential vendor in the future.

**7. Approval of Minutes from January 19<sup>th</sup> and February 20<sup>th</sup>, 2024, City Council Meeting.**

**MOTION:** *James Ahlstrom made a motion to approve the minutes from the January 19<sup>th</sup> and February 6<sup>th</sup>, 2024, meeting as presented. Mark Preece seconded the motion which PASSED by unanimous vote of all members present.*

**8. Staff Reports**

Police – Lance Wilkinson:

- None

Public Works - Steve Maughan:

- Kris and Steve met with the contractor for the city park lights project. They are wanting to start the process in March, but this is dependent on weather.
- The Onion Parkway Trail fence is damaged and should be repaired this week.

Engineering - Kris Nilsen:

- Working on 3 capital projects with cost estimations.

Community Development – Addison Jenkins

- The Loveland's are in the process of annexation.
- Staff is preparing another home occupation ordinance draft to present to the council for the next meeting in March.

Administration – Duane Huffman

- Presented financial report.
- Remington has been researching digital newsletters options, which would include a hard copy option.
- Discussed a wellbeing survey that will be on the front page of the city newsletter next month.
- Council member Nielsen asked about the spring cleanup dates. Steve explained that a day has not been chosen but will be soon.
- There will be no city council meeting on March 5 due to the caucus.

**9. Mayor/Council Reports**

James Ahlstrom –

- Nothing

Mark Preece –

- Sewer Board meeting is this coming Thursday.

Dell Butterfield –

- The recreation center is open to figure skating again.
- EmPac meeting was today, and they will move forward on an emergency plan.

Kelly Enquist –

- Wanted to confirm that the city will be entering the best tasting water competition at the upcoming rural water conference, and Steve confirmed that a sample will be submitted.

Jenn Nielsen –

- Youth council has a meeting this week. The city easter egg activity will be March 23.
- Council member Nielsen has approached 4 people about the Independence Day carnival chair for this year but has not yet received a yes.
- Paige James, the parade chair, has recommended that the city council announce the floats instead of riding in the parade. Each council member said they wanted to be in the parade.

Mayor Romney –

- Wasatch Integrated Waste Management District just redid their contract to continue producing gas to sell, and it is continuing work on mandatory recycling.

**10. Closed Session, For the Purpose of Discussing Items Allowed Pursuant Utah Code 52-4-205.**

**MOTION:** *James Ahlstrom made a motion to go into closed session for strategy session to the purchase, exchange, or lease of real property related. The session would be in the police training room, and the adjournment of that session would also mark the adjournment of the regular meeting. Mark Preece seconded the motion which PASSED.*

The vote was recorded as follows:

|                      |                       |
|----------------------|-----------------------|
| James Ahlstrom – Aye | Dell Butterfield– Aye |
| Kelly Enquist – Aye  | Jenn Nielsen– Aye     |
| Mark Preece – Aye    |                       |

**11. Closed Session**

**MOTION:** *James Ahlstrom made a motion to adjourn this meeting of the West Bountiful City Council. Mark Preece seconded the motion which PASSED by unanimous vote of all members present.*

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*The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on March 19<sup>th</sup>, 2024.*

  
Remington Whiting, City Recorder

**PLEASE SIGN IN BELOW**

**WEST BOUNTIFUL CITY**  
**City Council Meeting**

**Date: February 20, 2024**

City Council Meeting

**Location: 550 N 800 W, West Bountiful**

[illegible]

**Statement Regarding Closed Meeting of City Council  
February 20, 2024**

  
Patrice Twitchell,  
Notary Public