

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 WORK SESSION AT 6:30 PM AND A REGULAR MEETING AT 7:30 PM ON TUESDAY, APRIL 1st, 2025, AT THE CITY OFFICES

AGENDA

6:30 pm – Work Session – 1100 W Sidewalk project (200 N – 400 N) Neighborhood Presentation

7:30 pm – Regular Meeting

Invocation/Thought – James Ahlstrom; Pledge of Allegiance – Kelly Enquist

1. Approve Agenda.
2. Public Comment - Two minutes per person; five minutes if on behalf of a group.
3. Meeting Minutes from March 4th, 2025.
4. Consider Additional Suspension of Excavation Restriction for Culinary Water Line at 1072 N 800 W (DelNoble Subdivision).
5. Consider Waiver of Culinary Water Impact Fee for South Daics Sewer District North Plan Upgrade Project.
6. Staff Reports–Police, Public Works, Engineering, Admin & Community Development.
7. Mayor/Council Reports.
8. Closed Session, if necessary, for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
9. Adjourn.

The above agenda was posted on the State Public Notice website (Utah.gov/pmnn), the city website (WBCityut.gov), posted at city hall, and emailed to the Mayor and City Council on March 28th, 2025.



MEMORANDUM

TO: Mayor & Council

DATE: March 13, 2025

FROM: Kris Nielsen, City Engineer

RE: **Additional Request for Suspension of Excavation Restriction at 1072 N 800 W.**

This memo introduces a new request for the suspension of the 800 W excavation restriction for the house being constructed at 1072 N 880 W.

Background

800 W from 400 N to Pages Lane was reconstructed in 2020, and this work initiated a 5-year moratorium on excavations in the road that would comprise its integrity. The moratorium is set to expire later this year.

In December of 2024, the City Council reviewed and granted a request to suspend the excavation restriction on 800 W to allow for the installation of new service laterals for gas and irrigation water for the DeNoble Subdivision. In addition to these utilities, the new property owner has requested an upgrade from the existing $\frac{3}{4}$ -inch culinary water service to a 1-inch service to meet their anticipated water demands. The replacement of this service lateral will require an additional excavation in 800 W.

WBMC 12.08.040 allows the City Council to suspend this restriction in cases where the installation of service laterals could not have been reasonably anticipated.

Justification for Additional Request

The existing $\frac{3}{4}$ -inch culinary water service to the property does not meet the new owner's anticipated needs, necessitating an upgrade to a 1-inch line. This change was not foreseeable at the time of the original road reconstruction in 2020. Additionally, addressing this request now, in conjunction with the previously requested service laterals, will help minimize future disruptions by consolidating all necessary utility work.

Recommendations if Approved

City staff recommend the following conditions:

1. Permit Fees: Require payment per WBMC 12.08.040 B, with fees assessed at twice the normal rate due to the excavation occurring in the latter half of the restriction period.
2. Water Service: Must upgrade currently lateral service, not add a new connection to main line.
3. Street Cut and Repair Conditions:
 - Minimize excavation through the use of directional boring, with the smallest possible boring pit cut.
 - Street repair to follow approved construction standards, including flowable fill and a six-inch-thick asphalt patch.
 - Work must be coordinated to ensure all laterals are installed in such a way so as to reduce disruption.
4. Additional Impact Fee. The original building permit included a fee of \$5,804 for a ¾" water service. An additional \$2,322 will be required to upgrade to a 1" service.

Possible Motion

"I move that the City Council finds that the request meets the terms outlined in WBMC 12.08.040 and hereby grants a temporary suspension of the excavation restriction for the installation of an upgraded 1-inch culinary water service at 1130 N 880 W, subject to the conditions outlined in the staff memo."

March 6, 2025

West Bountiful City

RE: Upsize Waterline

Dear West Bountiful City Council,

Beki and I purchased the lot at 1072 North 800 West and we have received permission from you to install the sewer line, Weber Basin water and gas line by cutting and boring a new water line in 800 West Street. The lot is just under 1.5 acres and the current water line stubbed to the property is only a ¾" line with a ¾" meter and is undersized. We are requesting permission to upgrade the water line to 1". We are proposing making a cut in the street over the top of the main line removing the existing ¾" line and replacing it by boring a new 1" line to the property with a new 1" meter.

Thank you for your consideration.

Sincerely,

Mark & Beki Alder

MEMORANDUM



TO: Mayor & Council

DATE: March 13, 2025

FROM: Duane Huffman

RE: **Waiver of Culinary Water Impact Fee – South Davis Sewer District North Plant Upgrade Project**

The City received the attached request from the South Davis Sewer District (SDSD) seeking a waiver for the impact fee associated with the installation of an 8-inch water meter as part of the North Plant Upgrade Project. The request is based on the limited water usage expected from the upgrade and the collaborative nature of this project between the District and the City.

Analysis:

1. Nature of the Request:

- The SDSD is installing a master meter on the existing 8-inch water line primarily for fire flow protection.
- The District's actual water consumption is serviced through an existing 2-inch service line, with no anticipated increase in usage post-upgrade.
- The proposed master meter will streamline water metering and benefit both the City and the District.

2. Ordinance Review:

- Per Section 3.22.060 of the West Bountiful Municipal Code, impact fee waivers, deferrals, or adjustments may be granted under certain conditions, including projects that provide a clear public benefit or where an impact fee would result in an undue burden given the nature of the project.

3. Public Benefit Considerations:

- The upgraded system ensures continued fire protection for the District.
- The City requested the SDSD's assistance in implementing a more efficient water metering solution, further supporting the mutual benefits of this project.
- Charging an impact fee in this scenario could impose an unnecessary financial burden without significant impact on City infrastructure.

Recommendation:

Given the limited water consumption impact, the public safety benefits of maintaining fire flow capacity, and the cooperative efforts between the City and the SDSD, staff recommend that the City Council approve the waiver of the water system impact fee for this project under the

condition that the impact fee be reviewed for any additional development/building permits on the project.

Potential Motion:

I move that the West Bountiful City Council approve the waiver of the water system impact fee for the South Davis Sewer District North Plant Upgrade Project, as the project provides critical fire flow capacity and does not significantly increase water usage. This waiver is contingent upon the current scope of the project, and any future building permits issued for the property shall trigger a review of the impact fee assessment to determine if further charges are warranted.



South Davis Sewer District

Mailing Address:

PO Box 140111 • Salt Lake City, Utah 84114-0111

Phone (801) 295-3469 • Fax (801) 295-3486

Office Location:

1800 West 1200 North • West Bountiful, Utah 84087

March 7, 2025

Duane Huffman & Kris Nilsen
City Council
West Bountiful City
550 N 800 W West Bountiful, UT 84087

RE: Water System Impact Fees for the South Davis Sewer District North Plant Upgrade Project

Dear Duane, Kris, and Esteemed Council Members,

The South Davis Sewer District and West Bountiful City have enjoyed a long and productive relationship that has greatly benefitted our community. We are particularly appreciative of the City's efforts in facilitating the mandated upgrades to our District over the past year. City officials have dedicated numerous hours to assist with the complete annexation of the District North Plant into the City and out of the County, as well as to guide us through the building permitting process, ensuring a successful project.

In keeping with this spirit of collaboration, the City requested the District's assistance in simplifying and improving the water metering system at our site. We concur that the concept presented by City staff is advantageous for both parties. This improvement entails installing a 'master meter' on the 8-inch line currently owned and operated by the District under the access road, which is also under the District's jurisdiction.

The only request the District has is for the City Council to waive the impact fee for an 8-inch water meter. The 8-inch water line is primarily intended to provide fire flow to the District and the two homes remaining on the District's access road. Presently, the District is served by a 2-inch service line at the end of that 8-inch main and does not require a larger connection, as any increased usage after our upgrades are operational is expected to be minimal.

We appreciate your consideration of this request.

Sincerely,

Matthew Myers, P.E.
General Manager
South Davis Sewer District

PENDING – Not Yet Approved

Minutes of the West Bountiful City Council meeting held on **Tuesday, March 4th, 2025**, 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, and Mark Preece

STAFF Duane Huffman (City Administrator), Steve Doxey (City Attorney), Lance Wilkinson (Assistant Chief of Police), Steve Maughan (Public Works Director), Kris Nilsen (City Engineer), and Remington Whiting (City Recorder)

PUBLIC: Alan Malan, Richmond Thornley, David Ryan, Simon Mortensen,

EXCUSED:

Work Session – FY 2026 Budget First Look

Duane began by reviewing the general fund over the past four years. He reported that the general fund is in a healthy state. He then reviewed projected unrestricted revenues and baseline operating expenses,. He also discussed potential revenue changes and a decrease in sales tax due to the loss of the hotel on 500 W.

Expenditures categories were reviewed, including employee wages, with a discussion on conducting a wage study. Other expenditure topics included a tuition program, police vehicles, IT software and services, and City Hall maintenance.

Duane then reviewed the Golf Fund, highlighting the current cash on hand and explained that the golf course is currently self-sustaining. He outlined potential future expenses including the driving range net, cart paths, and a new clubhouse. The possibility of using RAP tax and other funds for the clubhouse was discussed. Council member Butterfield asked about the financial benefits of the driving range.

Other enterprise funds were then reviewed, specifically covering the rate structure, meter system replacement and service vehicles for the Water Fund. Duane noted that the Solid Waste Fund is in decline due to stagnant rates and increasing costs. The council discussed the potential implementation of green waste program.

The Parks capital funds were also reviewed, with potential projects including a new playground at Childs Park, and security lights for park boweries. Council member Butterfield and Nielsen expressed their desire to prioritize improvements at the 800 W and 400 N crossing.

Regular Meeting

Mayor Romney called the meeting to order at 7:34 pm. Dell Butterfield gave an invocation, and the Pledge of Allegiance was led by James Ahlstrom.

1. Approve Agenda

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

2. Public Comment

No Comment

3. Resolution 566-25 – A Resolution Providing a Notice of Intent to the Davis County Commission Regarding West Bountiful City’s Plan to Reauthorize the RAP Tax for the 2025 Election.

Duane explained the purpose of the RAP tax, and that it is required to reauthorized every 10 years. Voters initially authorized the RAP Tax in 2008 and reauthorized it in 2015. He explained that it is currently set to expire in March of 2027, and this year’s election will be the last municipal election prior to its expiration. He explained that the city must submit a notice of intent to the county in order to begin the process. He then clarified that the city council would vote on the specific question on a later date.

MOTION: *Dell Butterfield made a motion to adopt Resolution 565 -25 – A Resolution Providing a Notice of Intent to the Davis County Commission Regarding West Bountiful City’s Plan to Reauthorize the RAP Tax for the 2025 Election. James Ahlstrom seconded the motion.*

The vote was recorded as follows:

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

4. Ordinance 499-25 – An Ordinance Amending the West Bountiful Municipal Code 17.48 “Signs” to Update Referenced Zones.

Duane explained that prior to 2023, West Bountiful had a zone known as the Blended-Use Zone (B-U). In May 2023, the city eliminated the B-U Zone. Recently, staff identified remaining references to the discontinued B-U Zone that needed to be removed. A new zone, A-S, had also been implemented recently and needed to be added to the sign code.

MOTION: *James Ahlstrom made a motion to adopt Ordinance 498-25 – An Ordinance An Ordinance Amending the West Bountiful Municipal Code 17.48 “Signs” to Update Referenced Zones. Dell Butterfield 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 for Police Vehicle and Installation for \$71,600.

Duane explained that \$10,000 or more first be approved by the city council. He then explained that the police had ordered two vehicles but only one was available at this time. The total cost for 2025 Ford F150 (\$63,343.00) and the associated installation of equipment (\$8,255.02) would be \$71,600. The city would then dispose of the 2021 F-150 at the auction.

MOTION: *Mark Preece made a motion to approve the purchase for a Police Vehicle and Installation of \$71,600. Jenn Nielsen seconded the motion.*

The vote was recorded as follows:

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

6. Discuss City Facility Online Reservation System.

Remington explained that the City currently allows for the reservation of facilities including the boweries, baseball fields, volleyball courts and basketball court by submitting a paper application to city hall. He went on to say that city staff have been researching potential online systems for the facilities to be reserved online. Sportsman System is the system that was recommended. He presented many of the benefits of the system. Council member Butterfield asked if the city the system would recoup its costs. Council member Ahlstrom explained that this didn't necessarily need to bring in profit but rather make it easier for our residents and staff.

7. Meeting Minutes from January 21st, 2025.

MOTION: *Jenn Nielsen made a motion to approve the minutes from February 4th, 2025. Mark Preece seconded the motion which PASSED by unanimous vote of all members present.*

8. Staff Reports

Police – Lance Wilkinson

- There are currently 2 candidates that are in the hiring process for the department.

Public Works – Steve Maughan:

- 660 W project is underway. Main irrigation line has been laid, and the asphalt has been milled.
- Street sweepers are currently cleaning up the streets. Staff are cleaning out gutters.
- The department is currently looking at upgrading water meters.

Engineering – Kris Nilsen:

- Continues to help with the 660 project.
- Scheduling meetings with residents on 660 W to discuss impacts of project.
- 1100 Bid Package should be ready by next week.

Public Administration/Community Development – Duane Huffman:

- Met with UTA to discuss double track program. They are focused on utilities and utility conflicts.
- Continues to work with UDOT for a frontage road.
- Enbridge is currently laying a natural gas pipeline on 500 S. City is working on discussing the placement of solid concrete instead of landscape concrete in the median.
- The Golf Course café will be operated by city personnel.
- Public works is experimenting with 4/10 schedules.
- Legislative session is almost finished.

9. Mayor/Council Reports

Ken Romney:

- Search for new director for Wasatch Integrated Waste is underway.
- New pictures have been hung in the council chambers that were painted by Debi Caldwell, a member of the Arts Council.

James Ahlstrom:

- Expressed excitement for the new golf course concessions.

Dell Butterfield:

- South Davis Recreation Meeting will take place next week.
- The planning commission did not meet last week due to lack of agenda items.

Kelly Enquist:

- Director of the Mosquito Abatement district is retiring and a new director will be selected.
- Arts Council Concert next week. Suzie Carter will perform.

Jenn Nielsen:

- YCC will host an egg fill night where youth groups from around the city will come and help fill eggs for the Easter Egg Scramble.
- 4th of July planning continues. Plans to meet with Remington and Duane to discuss plans.
- Handcart days has reached out to see if the council would like to be represented. Mayor Romney will plan to attend.
- Thanked Steve and the public works department for fixing a light at the volleyball court.

Mark Preece:

- SDSD has come to an agreement to sell the food waste from the sewer district.

- Duane discussed how staff have been working with the SDSD regarding water meters and impact fees - a request will come soon.
- Thanked the public works department for cleaning up after dogs.

10. Adjourn

MOTION: *Kelly Enquist made a motion to adjourn the meeting of the West Bountiful City Council. Jenn Nielsen 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 March 18th, 2025.

Remington Whiting, City Recorder