

Mayor
Kenneth Romney

WEST BOUNTIFUL CITY

City Administrator
Duane Huffman

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

550 North 800 West
West Bountiful, Utah 84087

Phone (801) 292-4486
FAX (801) 292-6355
www.WBCityut.gov

City Recorder
Remington Whiting

City Engineer
Kris Nilsen

Public Works Director
Steve Maughan

THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A WORK SESSION AT 6:00 PM AND A REGULAR MEETING AT 7:30 PM ON TUESDAY, MAY 20TH, 2025, AT THE CITY OFFICES

AGENDA

6:00 pm – Work Session – FY 2026 Tentative Budget and FY 2025 Budget Amendments

7:30 pm – Regular Meeting

Invocation/Thought – Jenn Nielsen; Pledge of Allegiance – Dell Butterfield

1. Approve Agenda.
2. Oath of Office – West Bountiful Police Officers Emely Santos and Demario Salazar.
3. Public Comment - Two minutes per person; five minutes if on behalf of a group.
4. Public Hearing – Proposal to Vacate Portion of Public Utility and Drainage Easement at 697 West 700 North.
5. Ordinance 501-25 – An Ordinance Authorizing the Mayor to Execute a Change in Easement Along the Southern and Eastern Property Lines at 697 West 700 North.
6. Discuss Belmont Farms PUD Overlay Application.
7. Meeting Minutes from May 6th, 2025.
8. Staff Reports–Police, Public Works, Engineering, Admin & Community Development.
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), the city website (WBCityut.gov), posted at city hall, and emailed to the Mayor and City Council on May 16th, 2025.

Minutes of the West Bountiful City Council meeting held on **Tuesday, May 20th, 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), Brandon Erikson (Chief of Police), Steve Maughan (Public Works Director), Kris Nilsen (City Engineer), Remington Whiting, (City Recorder) Patrice Twitchell, (Finance Specialist) Dallas Green (Golf Director), and Josh Virostko (Course Superintendent)

PUBLIC: Alan Malan, Richmond Thornley, Joyce Price, Tyler Payne, Trisha Davis, Dan Davis, Deby Marshall, Skyler Tolbert, Greg Timothy

EXCUSED:

Work Session - FY 2026 Tentative Budget and FY 2025 Budget Amendments

Duane began by reviewing the history of the existing pay scale and the method for the proposed updates. He discussed annual inflation increases and how the last significant pay scale update was for police positions in 2022. The recent study show that several non-police positions need updates to the scale, with the primary effect being giving employees more years of potential growth in the step system.

The proposed purchase and installation of new water meters was discussed next. The city's current radios in the water meters are failing and many are required to be read by hand. The new radios and meters would have an updated radio system that would give instant updates through two relay locations in the city. The funds for this project would be from the water fund. Different options for installation were discussed, including hiring an additional public works employee or have them installed by the contractor.

Other expenditures were discussed such as the new driving range net and new police vehicles. The idea of potentially initiating a pilot program for electric police vehicles was discussed. Council member Ahlstrom also asked the council to consider donating a non-specified amount to the Centerpointe theatre. Options for final adoption will include \$5,000 for Centerpointe; \$5,000; and \$20,000 for an education reimbursement program.

Proposed FY 25 amendments were discussed that included adjustments to the general fund; the removal of a capital project transfer to the general fund; the inclusion of the golf course café as well as projects that included 1200 N, 660 W and 1100 W.

Mayor Romney called the meeting to order at 7:31 pm. Jenn Nielsen shared an inspirational thought, and the Pledge of Allegiance was led by Dell Butterfield.

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. Oath of Officer – West Bountiful Police Officers Emely Santos and Demario Salazar

3. Public Comment

None

4. Public Hearing – Change in Easement Along the Southern Property Line at 697 West 700 North.

Kris explained that the Drapers had submitted an application to reduce a portion of the public utility easement along the southern and eastern property line at 697 W 700 N in order to build a detached structure. The south easement would be reduced from 10ft to 4ft and the eastern easement 7.5ft to 3ft.

MOTION: *Jenn Nielsen made a motion to open the public hearing to discuss the change in easement along the southern property line at 697 West 700 North. Mark Preece seconded the motion which PASSED by unanimous vote of all members presents.*

No Comment.

MOTION: *Dell Butterfield made a motion to close the public hearing to discuss the change in easement along the southern property line at 697 West 700 North. Kelly Enquist seconded the motion which PASSED by unanimous vote of all members presents.*

5. Ordinance 501-25 – An Ordinance Authorizing the City Mayor to Execute a Change in Easement Along the Southern and Eastern Property Lines at 697 West 700 North.

MOTION: *Jenn Nielsen made a motion to adopt Ordinance 501-25 – An Ordinance Authorizing the City Mayor to Execute a Change in Easement Along the Southern and Eastern Property Lines at 697 West 700 North. Dell Butterfield seconded the motion.*

The vote was recorded as follows:

James Ahlstrom – Aye
Kelly Enquist – Aye
Mark Preece – Aye

Dell Butterfield – Aye
Jenn Nielsen – Aye

6. Discuss Belmont Farms PUD Overlay Application.

Duane presented an overview of a Planned Unit Development (PUD) overlay application submitted by Ivory Homes. He noted that the Planning Commission had forwarded a positive recommendation to the City Council. A slideshow was presented outlining the purpose of a PUD, the proposed associated benefits, and specific exemptions requested in the application.

Key benefits highlighted included traditional architecture, a rural-themed design, diversity of lot sizes, and usable open space. A notable feature for the rural themed design was the inclusion of a flat curb and swell. The Planning Commission recommended modifying the road width from 25 feet to 29 feet, which would reduce the drainage swales from 6 feet to 4.5 feet.

Specific flexibility was requested that included lot sizes, street profile, and access. The council asked for all flexibility to be specifically noted.

Access was a major topic of discussion. Duane explained the current access plan, which includes a temporary turnaround and temporary access through West Bountiful property to 1200 North. Council member Butterfield and Nielsen expressed concern about the existing access via 400 North, due to the high volume of trucks that currently pass through. Duane emphasized the need to include specific language in the development agreement requiring a temporary access to 1200 North.

It was noted that Ivory Homes holds a permit for 24 dirt trucks a day to travel through the area; however, Skyler Tolbert, a representative from Ivory Homes, admitted that compliance with the permit had not been ideal. The Council discussed truck traffic on 400 North, as well as the possibility of creating access from 500 South.

The general consensus of the council was that they supported the PUD application, and they expect the developers to work through the specific development agreement language needed.

Trisha Davis – 805 Jessi’s Meadow Drive – Ms. Davis expressed concern over open space areas that would be promised and not delivered. She also asked for notices and agendas to be posted on social media for residents to view.

7. Meeting Minutes from May 6th, 2025.

MOTION: *James Ahlstrom made a motion to approve the meeting minutes from May 6th, 2025. Mark Preece seconded the motion which PASSED by unanimous vote of all members presents.*

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142 **8. Staff Reports**
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144 Police – Brandon Erikson

- 145 • The police department is fully staffed.
- 146 • Citizens Academy tomorrow night.

147 Engineering – Kris Nilsen

- 148 • 660 W project continues. The goal is to finish culinary water in the next 2 weeks.
- 149 • 1100 W project is underway. They have started to remove asphalt on the shoulder.

150 Administration – Duane Huffman

- 151 • I-15 project discussions continue. There is no longer a discussion regarding a frontage road behind Costco.
- 152 • Candidate filing period June 2nd until June 6th.
- 153 • Remington presented a code enforcement report to the council.

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155 **9. Mayor/Council Reports**

156 Ken Romney:

- 157 • The new director of the Wasatch Integrated Waste has started.
- 158 • On the 29th of May, Duane and Mayor Romney will be attending a meeting at the governor's mansion regarding housing.

160 James Ahlstrom:

- 161 • Asked about a tree that fell on the golf course and brought up dead poplars that are on the east side of the path. He shared concern over a potential safety issue. Duane will look into it.

163 Dell Butterfield:

- 164 • Was not able to attend the last PC meeting.
- 165 • Rec Center audit is complete.

166 Kelly Enquist:

- 167 • Mosquito abatement is fully staffed.
- 168 • Arts council concerts are over for the summer. Will begin in Fall again.

169 Jenn Nielsen:

- 170 • YCC activity will take place next Thursday for their end of year party. Thursday the 29th from 3-5pm.
- 172 • Expressed concern over 660 W construction and the parade. Chief Erikson confirmed that 660 is generally not used as a through street for the parade.

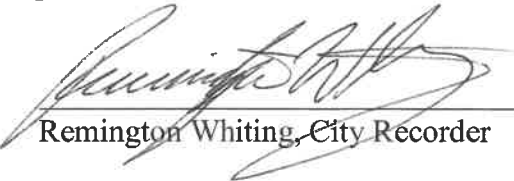
174 Mark Preece:

- 175 • South Davis Sewer District met last week. Food waste is going well. New equipment has been brought in.
- 176 • Asked Duane about Group Home on 800 W. Duane explained that they have been cited and are going through the court system.
- 177 • Was asked by Kelly Enquist if the SDSD was able to sell algae. Mark said that they discontinued that program.

181 **10. Adjourn**
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183 **MOTION:** *James Ahlstrom made a motion to adjourn the meeting of the West*
184 *Bountiful City Council. Mark Preece Seconded the motion which PASSED*
185 *by unanimous vote of all members present.*
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188 *The foregoing was approved by the West Bountiful City Council by unanimous vote of all members*
189 *present on June 3rd, 2025.*

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Remington Whiting, City Recorder