

Mayor
Kenneth Romney

WEST BOUNTIFUL CITY

City Administrator
Duane Huffman

City Council
James Ahlstrom
Dell Butterfield
Kelly Enquist
Jenn Nielsen
Julie Thompson

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 AND PLANNING COMMISSION WILL
HOLD A WORK SESSION AT 6:30 PM AND A REGULAR MEETING AT 7:30 PM ON
TUESDAY, AUGUST 18, 2026, AT THE CITY OFFICES**

AGENDA

6:30 pm – Work Session – Detached Accessory Dwelling Units Discussion
7:30 pm – Regular Meeting

Invocation/Thought – James Ahlstrom; Pledge of Allegiance – Julie Thompson

1. Approve Agenda.
2. Public Comment - Two minutes per person; five minutes if on behalf of a group.
3. Consider Letter of Support for Davis County “5th 5th” Local Option Sales Tax.
4. Consider Purchase Approval for Feasibility Study – Golf Course Clubhouse.
5. Meeting Minutes from August 4th, 2026.
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.

This agenda was posted on the State Public Notice website (Utah.gov/pmnl), the city website (WBCityut.gov), posted at city hall, and emailed to the Mayor and City Council on August 14th, 2026.

MEMORANDUM



TO: City Council and Planning Commission

DATE: August 13, 2026

FROM: City Staff

RE: **Joint Work Session – Detached Accessory Dwelling Units**

The purpose of this memo is to provide background on the on-going work on a new Detached Accessory Dwelling Unit ordinance for a discussion between the Planning Commission and City Council.

Background

Utah Code now requires municipalities to adopt regulations by October 1, 2026, that permit Detached Accessory Dwelling Units (DADUs) on lots or parcels that are at least 11,000 square feet in size and contain an existing single-family dwelling.

After an initial joint session of the city council and planning commission, the commission has worked towards a new DADU ordinance during several meetings. The attached matrix continues to be updated based on these discussions to help facilitate thoughts on specific regulations and to document the direction provided.

The planning commission requested a follow-up joint session with the city council to review these draft regulations and seek feedback.

Summary of Work to Date

Based on the Commission's previous discussions, staff has summarized the general direction provided so far regarding DADU standards in West Bountiful City (also, see attached Matrix):

- **Minimum Lot Size:** The general consensus of the commission was to allow DADUs on lots of at least 10,000 square feet. Several commissioners expressed that they did not understand the state's justification for the 11,000 square foot minimum.
- **Parking:** The commission generally favored requiring one additional off-street parking space for an ADU.
 - Staff suggest that the CC and PC discuss requiring two off-street parking spaces for DADUs above 650 sq ft, as allowed by state law.
- **Maximum Size:** Rather than establishing a maximum square footage for DADUs, the commission favored regulating size based on already existing maximum lot coverage requirements.
 - Staff suggest that the CC and PC discuss whether the DADU be required to be smaller than the primary residence.
- **Minimum Size:** No requirement.
 - Staff suggest that the CC and PC discuss setting a minimum size.
- **Setbacks:** The same as a primary residential structure (side 10'/14', rear 30')

- Staff suggest that the CC and PC discuss setbacks that would allow DADUs to be in rear yards.
- **Building Height:** Set the maximum height as anything lower than the primary structure that still meets accessory building height standards.
 - Staff suggest that the CC and PC discuss setting a maximum height of 20'.
- **Lot Coverage:** The Commission discussed keeping the maximum lot coverage at 35%, which is consistent with the current standard for accessory structures.
- **Number of ADUs:** The Commission discussed allowing one ADU (attached or detached) per lot.
- **Owner Occupancy:** The Commission discussed requiring the owner to live in either the primary home or the DADU.
- **Short Term Rentals:** Prohibit DADUs from being used as Short Term Rentals (STR), at least until the city reviews its overall STR regulations.

Conversion of Existing Structures and Setbacks

The new state law reads:

“A land use regulation described in Subsection (1) shall:

- (A) require that a detached accessory dwelling unit comply with all applicable building, health, and fire codes; and
- (B) include a process for the owner of a legally constructed accessory structure to convert the accessory structure to a detached accessory dwelling unit subject to applicable:
 - (i) dwelling and accessory structure setback requirements; and
 - (ii) building, health, and fire codes

There are two broad ways that the city may implement this requirement:

- A. Require existing structures to meet the setback standards adopted for all DADUs. For example, an existing legal accessory structure may have a setback of 3', but if the city's new regulation says that all DADUs (new and conversions) must have a setback of 7', then that existing structure would be ineligible.
 - 1. An example of this kind of language is found in the code from Murray City:
 - i. “Conversion of existing accessory buildings (such as detached garages) may only occur where the existing accessory building meets the setback requirements set forth herein.”
 - 2. Staff views this as a straightforward and justifiable approach.
- B. Require existing structures to meet setback requirements set specifically for existing legal accessory structures.
 - 1. An example of this kind of language comes from a new DADU code adopted by Lehi City. Their standard setbacks for a DADU are 5' to 10' depending on the placement of windows, but certain existing structures already constructed with windows may be converted if they meet a setback of 5'.
 - 2. Staff recommend that the city be extremely careful setting different standards for new DADUs and the conversion of existing structures. For example, if the city wants a side yard setback of 10'-14' to protect privacy, it would be hard to justify why that would be different for an existing accessory structure.

Process from Here

Following the joint session on August 18, the PC will draft their final recommendations, hold a public hearing, and forward their proposal to the city council as early as possible in September. The city has until October 1 to have the ordinance in place.

City	Min. Lot Size	Parking Requirement >650 sq ft	Parking Requirement <650 sq ft	Parking Requirement (pre UCA 10-21-304)	Min. Size	Max. Size	Height	Lot Coverage	Rear Setback	Side Setback	Other Structure Setback	Front Yard/Street Side Yard	STR	# ADUs	Owner Occupancy	Setback Standards
Bountiful	8,000 Sq Ft	1 additional	1 additional	1 Additional	350 Sq Ft	1,250 Sq Ft	20'	10%	3'	3	5'	25', 20'	No	1	Yes	Accessory Structure Setbacks
North Salt Lake	Single Family Zone, but may not cover more than 25% of rear yard.	1 Additional	2 Additional	2 Additional	300 Sq Ft	1200 sq ft	20'	25%	10ft, under certain circumstances 5ft	8'	NA	30"	Yes	1	Yes	Side - Must meet primary dwelling setbacks. Rear - 10ft unless no windows, doors, or other openings are adjacent to property line, in which case setback is 5 ft.
Farmington	10,000 Sq Ft	1 Additional	1 Additional	1 Additional	Subordinate or equal to primary dwelling.	Subordinate or equal to primary dwelling.	15'	25%	5'	5'	NA	25', 20'	No	1	Yes	Accessory Structure Setbacks
West Point	10,000 Sq Ft	1 Additional	2 Additional	2 Additional	N/A	650 Sq Ft on lots less than 12,000 Sq Ft. 800 Sq Ft on Lots greater than 12,000 Sq Ft.	No taller than primary dwelling	NA	10'	10'	NA	30' 10'	No	1	Yes	Side - 10' Rear - 10'
West Haven	May not cover more than 25% of rear yard.	1 Additional	2 Additional	2 Additional	300 Sq Ft	1200 Sq Ft	35'	25%	20ft, under certain circumstances 15ft	5'	NA	5'	Yes	1	Yes	Side - Must meet primary dwelling setbacks. Rear - 20ft unless no windows, doors, or other openings are adjacent to property line, in which case setback is 15 ft.
Centerville - Working Draft	8,500 Sq Ft	1 Additional	2 Additional		350 sq ft	1250 sq ft	20', No 2nd Story	standard	8'	standard	6'	standard	No	1	Yes	
WEST BOUNTIFUL PLANNIG COMMISSION	10,000 Sq Ft	1 Additional	1 additional	1 additional	No Minimum Size	Must not exceed maximum percentage	No taller than maximum height of a home.	35%	30'	10', 14'	NA	30', 20'	No	1	Yes	Front, side and rear, must meet primary dwelling setbacks.
WBC PC GOAL/JUSTIFICATION	PC is open to owners in the R-1-10 zone having a DADU if they can meet other requirements	Current code requires 1 additional space and is sufficient.	Current code requires 1 additional space and is sufficient.	Current code requires 1 additional space and is sufficient.	Current WBMC requires ADUs to have bathroom, kitchen and living area.	Will be limited by allowed lot coverage percentage	Current height standard should apply to all dwellings.	Currently allowed for accessory structures	Restrictive, but allows residents to build if they have ample space.	Restrictive, but allows residents to build if they have ample space.	PC believes current code does not require accessory structures to be a certain distance away from other accessory structures.	Restrictive, but allows residents to build if they have ample space.	No, current code does not allow for STRs. Maybe in the future.	Do not want multiple units being rented out on property.	Current WBMC Regulation	Restrictive, but allows residents to build if they have ample space.
STAFF COMMENT			Staff recommends considering requiring two parking spaces for larger DADUs		Staff recommends considering a minimum size	Staff recommends considering a maximum size	Staff recommends a max height of 20'		Staff recommends considering 6' due to existing structures	Staff recommends considering 6' due to existing structures	Current code is 8' from primary structure					

“5th 5th” Local Option Sales Tax - Davis County

Background: The 0.20% county-imposed local option transportation sales tax, also known as the “5th5th” was authorized by [SB136](#) (2018 Legislative Session) specifically for public transit capital and service delivery expenses. With the authorization set to expire and few counties having imposed, [SB 260](#) (2023 Legislative Session) eliminated the imposition deadline, allowing (but not requiring) any county legislative body to impose the 0.20% local option sales tax, and divided the 0.20% between transit, cities, and counties. The 0.20% authorization was further amended in [HB488](#) (2024 Legislative Session) which, among other changes, gave additional flexibility to Salt Lake County for uses of the county portion for public safety. Further changes were authorized by [HB502](#) (2025 Legislative Session), and [SB242](#) (2026 legislative session), which amended the distribution of some of the funds and provided 2nd class counties with additional flexibility. This is codified in [59-12-2220](#) unless otherwise specified.

Details of .20% [Distribution](#) in Davis County:

- 0.05% to the cities/towns/unincorporated county for transportation (broadly defined in [59-12-2212.2](#)) (~\$4M per year)
 - Funds are distributed by standard 50/50 sales tax formula:
 - 50% based on the percentage that the population each city/town/unincorporated area bears to the total population of all counties that have imposed this local option
 - 50% based on the location of the transaction
 - Eligibility for a city/town/unincorporated area to receive their 0.05% funds depends on their compliance with moderate income housing planning (MIHP) requirements ([10-9a-408](#)).
 - Funds from the 5th5th cannot be used to supplant existing general funds that are budgeted for transportation.
- 0.05% to the county for transportation and/or “public safety” (~\$4M per year)
- 0.10% for transit (~\$8M per year) distribution:

*From imposition through September 30, 2029:

- The 0.10% for transit may be used “for a purpose determined by the County legislative body” (~\$8M per year)

*Beginning October 1, 2029, the .10% transit portion is divided:

- a. 0.05% to the county legislative body for transit capital and service delivery expenses (~\$4M per year)
- b. 0.05% to the Transit Transportation Investment Fund (TTIF) Commuter Rail Subaccount (~\$4M per year) to be used in Davis County

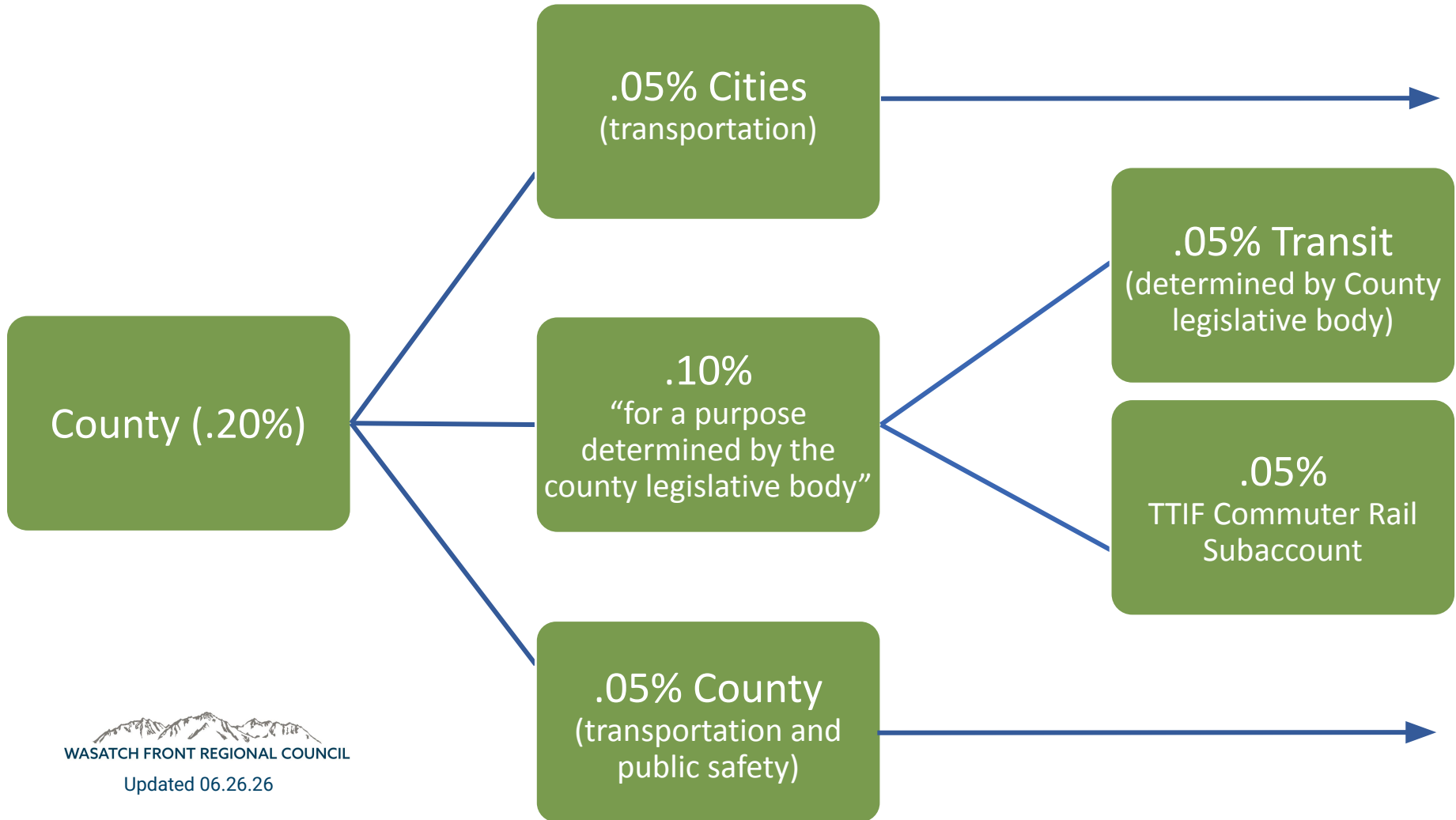
*Note: *.10% transit distribution flows are based on imposition dates by Weber County, per state code. See [2025 Estimates](#) for city distributions and further details. All values are estimated in 2025 dollars.*



Davis
COUNTY

Imposition through
September 30, 2029

Beginning
October 1, 2029



Davis County 59-12-2220 Estimated Annual Distributions (based on Calendar Year 2025 Taxable Sales)

For more information about 59-12-2220 in Davis County, see ["5th 5th Local Option Sales Tax - Davis County."](#)

		Estimated 59-12-2220 Revenue	Estimated Annual Total Distribution	Estimated One Calendar Quarter Distribution
Total	0.20%	\$15,982,529	\$15,982,529	\$3,995,632
Transit ¹	0.10%		\$7,991,264	\$1,997,816
County ²	0.05%		\$3,995,632	\$998,908
Cities ³	0.05%		\$3,995,632	\$998,908
Davis County (Unincorporated)		\$264,567	\$46,226	\$11,556
Bountiful		\$1,672,968	\$442,254	\$110,564
Centerville		\$1,168,613	\$232,797	\$58,199
Clearfield		\$903,888	\$299,466	\$74,867
Clinton		\$656,627	\$207,075	\$51,769
Farmington		\$1,494,570	\$328,451	\$82,113
Fruit Heights		\$101,988	\$44,135	\$11,034
Kaysville		\$1,227,771	\$327,787	\$81,947
Layton		\$4,242,676	\$974,760	\$243,690
North Salt Lake		\$1,294,563	\$288,241	\$72,060
South Weber		\$211,627	\$69,277	\$17,319
Sunset		\$101,167	\$41,004	\$10,251
Syracuse		\$768,660	\$300,517	\$75,129
West Bountiful		\$542,384	\$98,545	\$24,636
West Point		\$201,880	\$94,080	\$23,520
Woods Cross		\$1,128,580	\$201,017	\$50,254

1. For the transit portion of this local option in Davis County:

From imposition through September 30, 2029, the 0.10% for transit may be used "for a purpose determined by the County legislative body."

Beginning October 1, 2029, the 0.10% transit portion is divided:

0.05% to the county legislative body for transit capital and service delivery expenses

0.05% to the UDOT Transit Transportation Investment Fund (TTIF) Commuter Rail Subaccount, for use in Davis County

2. The county portion of this local option in Davis County can be used for transportation as described in Section 59-12-2212.2 and/or "public safety."

3. The city portion of this local option in Davis County can be used for transportation as described in Section 59-12-2212.2, but cannot be used to supplant existing general funds that are budgeted for transportation. Eligibility for a city/town/unincorporated area to receive their 0.05% funds depends on their compliance with moderate income housing planning (MIHP) requirements (10-9a-408). The city distribution is based 50% on population and 50% on point of sale.

[Taxable Sales](#) from Utah State Tax Commission for Calendar Year 2025

[Population Estimation](#) from Kem C. Gardner Policy Institute, Utah Subcounty Estimates, 2020-2025

Prepared by the [Wasatch Front Regional Council](#). Last updated: June 26, 2026.

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DRAFT

Davis County Commission
61 S. Main St.
Farmington, Utah 84025

RE: Support for 0.20% Local Option Sales Tax – the “5th 5th”

Dear Commissioners:

The West Bountiful City Council expresses its support for and encourages Davis County to adopt the 0.20% Local Option Sales Tax commonly known as the “5th 5th.” We view this revenue source as an important tool for providing the infrastructure and services necessary to support our residents and strengthen our community and regional transportation network.

We appreciate the careful consideration you are giving this issue and recognize that it is not an easy decision. Utah’s tax policy is not perfect, and it often leaves local elected officials with limited options for funding essential infrastructure and services.

Davis County faces significant capital needs, and cities throughout the county need additional resources for the construction and maintenance of roads, sidewalks, trails, and other transportation infrastructure. We believe this sales tax is preferable to alternatives that could place a greater burden directly on property owners, including future property tax increases. In addition, the structure of the 5th 5th will give the County greater ability to partner with UTA in planning and providing future transit services that meet the needs of our communities.

We believe adoption of the 5th 5th represents a practical and responsible approach to meeting these growing needs while preserving flexibility for the County and its cities. The West Bountiful City Council respectfully encourages the Commission to move forward with its adoption and appreciates your leadership in addressing the long-term transportation and infrastructure needs of Davis County.

Sincerely,

West Bountiful City Council

MEMORANDUM



TO: Mayor and City Council

DATE: August 14, 2026

FROM: Duane Huffman

RE: **Expenditure Approvals – Golf Course Clubhouse Feasibility**

The city's procurement code requires that certain expenditures of \$10,000 or more first be approved by the city council. Approval is requested for the following:

1. Feasibility Study – Golf Course Clubhouse - \$23,200

The FY 27 budget includes \$25,000 in the Golf Fund for research into the feasibility of constructing a new clubhouse for Lakeside Golf Course. Staff worked with CRSA, an architecture firm with experiencing working with the city, to craft the attached proposal . Highlights of the proposal include:

- Reviewing the needs for space, including (but limited to):
 - Community space/banquet room
 - Full kitchen
 - Cart storage
- Reviewing options for a single-level and two-level facility.
- Reviewing options related to site-layout and building placement

Staff believe this is the first step in determining the feasibility of a new clubhouse, in terms of space, design, and estimated costs. Future steps would involve more detailed designs and financing options.

If the council consents to this proposal, a simple motion authorizing the expense is sufficient.

12 August 2026

Duane Huffman
West Bountiful City
550 North 800 West
West Bountiful City, UT 84087
dhuffman@wbcityut.gov

cc: Dallas Green – Director of Golf – dgreen@wbcityut.gov
Ken Romney – Mayor – ken.romney@gramoll.com

Re: Request for Proposal
Lakeside (West Bountiful) Golf Course Club House – Feasibility Study
1201 North 1100 West, West Bountiful, UT 84087

Duane,

Thank you for reaching out to us about your plans to explore a new clubhouse for Lakeside Golf Course at 1201 North 1100 West, West Bountiful, Utah. We enjoyed meeting with you and your staff on June 26, 2026 to discuss the project, and are grateful for the opportunity to provide our understanding of the scope of work and a fee proposal for architectural and engineering design. We have developed our proposal to provide a feasibility study to include a project narrative, conceptual plan for site layout and new building, and construction cost estimate. This proposal has been revised based on our conversations on 20 July 2026 and 10 August 2026.

SCOPE OF WORK

Our understanding of the project requirements are as follows:

New golf clubhouse facility

- Remove existing clubhouse and cart storage buildings
- Golf services may be run out of a temp facility during construction of the new building
- Program (Square Footages are approximate)
 - One-level or Two-level facility may be considered
 - Cart Barn – 2,500 sf – 80+ carts
 - Pro Shop / Check-In – 1,000-2,000 sf
 - Operations Offices – 400 sf
 - Merchandise / Pro Shop Storage – 300 sf
 - Full Commercial Kitchen – 1,000 sf-1,500 sf
 - Prep Area
 - Walk-In cooler/freezer
 - Dishwashing Area
 - Dry Storage
 - Serving Line
 - Catering Access
 - Deliveries
 - Banquet Room – 160-200 Guests – 2,800 sf-3,500 sf – Consider community use
 - Café Serving Area – 300 sf-500 sf
 - Men's Restroom(s) – 400 sf-500 sf (no showers)
 - Women's Restroom(s) – 500 sf-600 sf (no showers)
 - Mechanical / Janitorial / General Storage – 300 sf-500 sf
- Site design concept

- Parking layout to maximize vehicles
- Explore possible use of open space west of 1100 West for parking
- Owner to provide sizes and locations of utilities and main lines (Water, Sewer, Gas, Storm, etc.) for consideration in design concepts
- Explore options for building placement, including pedestrian, vehicular, golf cart, and golfer circulation
- Provide one site plan option for review and comment

DESIGN SERVICES

We propose to provide a feasibility study for the above program as follows:

- Meet with city and golf course stake holders
- Prepare a feasibility study that addresses architectural, and interior design. Include parking layout and potential expansion of parking west of 1100 West Street.
- Provide one option for site layout and 3 options for building layout. A preferred option will be selected and refined for cost estimating.
- Conduct one (1) on-site architectural and engineering site visit to observe:
 - Existing site conditions
 - Document existing observable conditions (flatwork, concrete pad, utilities, vehicle access)
 - A structural survey and analysis of existing structural elements is not included.
- Prepare Draft and Final Feasibility Study to include at a minimum
 - Cover / Table of Contents / Project Team
 - Executive Summary
 - Existing Conditions / Project Approach
 - Potential Project Schedule
 - Project Cost Estimate (Preferred option only)
 - Design Narratives
 - Architecture / Interior Design / Structure
 - High level narrative for Mechanical, Plumbing, Electrical, Comms and Fire Protection
 - Conceptual Site Plan
 - Conceptual Building Plans
 - Conceptual Building Massing Images
- Incorporate owner/contractor review comments from draft report
- Bi-Weekly (every other week) Design Team Meetings w/ Owner (video conference)
- Implement CRSA's standard Design Quality Control Process

Assumptions and Exclusions:

- Public engagement meetings, supporting documents, or presentations are not included.
- Design submissions will be provided as digital files (PDF, DWG, Revit, Word). No hardcopy prints are included.
- Permitting process and fees through local municipality will be managed by owner or contractor.
- Planning/Permitting approval process, presentations, or fees are not included.
- Fire suppression system and fire alarm system, if required, will be provided by others.
- Hazardous materials identification or testing are not included.
- Ground penetrating radar for site is not included.
- Geotechnical Report is not included.
- Survey (Topographic, Utility, and ALTA) is not included.
- Selective demolition for design is not included.
- Sustainability certification is not included.
- Commissioning services are not included.
- Lightning protection is not required.
- Value Engineering is not included.

- As-built survey or GIS collection, analysis, and deliverable generation is not included.
- Cathodic protection is not included.
- Design and preparation of pre-engineered drawings for items such as PEMB, trusses or other components is not included.
- Project specifications book is not included.
- Structural retaining wall design is not included.
- External grease interceptor design is not included.
- Any services not expressly included are excluded.

PROPOSED DESIGN SCHEDULE

- Draft Feasibility Study 6 weeks
 - Meet with Stakeholders
 - Survey, if needed (Topographic, Utility, and ALTA) (add scope)
 - Design Concept Development – Plans and Narratives
 - QC Review
 - Deliver Draft Study (digital only)
- Owner Review and Comment of Draft Study 2 weeks
- Final Feasibility Study 4 weeks
 - Meet with Stakeholders to review comments
 - Finalize Design Concept – Plans and Narratives
 - QC Review
 - Deliver Final Study (digital & hardcopies)

PROPOSED DESIGN FEE

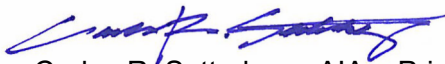
New Golf Clubhouse	
Architecture / Design Management (CRSA)	\$21,288
Cost Estimating (CCC Utah)	\$1,920
Total Fee Proposal	\$23,208

Potential Additional Services Fees:

New Golf Clubhouse	
Provide cost estimate for 3 preliminary building concepts	\$1,920
Architectural Renderings	
• Three (3) massing model renderings of concepts including site	\$1,900
• One (1) architectural rendering of the selected preferred option - Realistic style, Daylight (nighttime shot not included)	\$2,000

Your main point of contact for this project would be Carlos R. Setterberg, AIA. (carlos@crsa.com; 801.703.1751) Proposed Project Manager is Bob Sonntag, RA (rsonntag@crsa.com; 801.746.6842) We welcome the opportunity to discuss the proposal and underlying assumptions with you in detail. We look forward to helping West Bountiful City with this project and thank you for the opportunity. Feel free to contact us if you have any questions.

Respectfully submitted,



Carlos R. Setterberg, AIA – Principal – CRSA
carlos@crsa.com
 801-703-1751

PENDING – Not Yet Approved

Minutes of the West Bountiful City Council meeting held on **August 4th, 2026**, at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

MEMBERS: Mayor Kenneth Romney, Council members Kelly Enquist, Jenn Nielsen, and Julie Thompson

STAFF: Duane Huffman (City Administrator), Brandon Erikson (Chief of Police), Steve Maughan (Public Works Director), Kris Nielsen (City Engineer), and Remington Whiting (City Recorder)

PUBLIC: Deby Marshall, Marty Vowles, Betty Vowles

EXCUSED: Council member James Ahlstrom, Dell Butterfield, Steve Doxey (City Attorney)

Regular Meeting

Mayor Romney called the meeting to order at 7:32 pm. Jenn Nielsen gave an Invocation, and the Pledge of Allegiance was led by Julie Thompson

1. Approve Agenda

MOTION: *Kelly Enquist made a motion to approve the agenda. Julie Thompson seconded the Motion which PASSED by unanimous vote of all members present.*

2. Public Comment.

Marty Vowles – He expressed his appreciation for the council and shared his concerns regarding automatic license plate reader cameras that police departments have recently been installing. He recognized that West Bountiful does not currently use any such cameras.

Deby Marshall – 1314 W 400 N – Requested that the council avoid allowing development on the west side of the city, expressing concern that additional development would increase congestion.

3. Discuss Interchange Landscape Options Associated with I-15 Project.

Due to the upcoming I-15 project, all interchanges within the city will be redesigned and reconstructed. UDOT's standard is to plant native grass but has budgeted \$100,000 per interchange for landscaping improvements or betterments. Any costs exceeding the \$100,000 budget would be funded by the city. All improvements also require ongoing maintenance by the city. Duane presented a landscaping concept for each interchange developed by UDOT

that falls within the \$100,000 budget. He explained that the plan is not final and was presented as a concept for the council to review and provide feedback on. Duane will also begin coordinating with Bountiful City, as the two cities share portions of the same interchanges.

4. Award of Pavement Maintenance Services to Andersen Asphalt.

Duane explained that the current budget includes \$100,000 for asphalt preservation work. Based on roads selected by the city, Andersen Asphalt submitted a proposal for \$34,250, with a specific unit cost per square yard. Because of the lower cost, Duane discussed the possibility of adding additional roads to the project. Steve spoke highly of Andersen Asphalt's work and pricing. The council discussed potential roads that could be added to the project this year, as well as the maximum amount the city would be willing to spend on the expanded project. The council agreed that the total project cost should not exceed \$70,000.

MOTION: *Julie Thompson made a motion to award Pavement Maintenance Services to Andersen Asphalt for up to \$70,000 based on the submitted unit price. Jenn Nielsen seconded the motion which PASSED.*

The vote was recorded as follows:

Kelly Enquist – Aye
Julie Thompson - Aye

Jenn Nielsen – Aye

5. Resolution #596-26 – A Resolution Certifying Authorized Individuals for PTIF Accounts.

The Public Treasurer's Investment Fund (PTIF) is a safe state-operated investment fund that essentially acts as the city's saving account. Duane explained that, beginning in 2018, the State Treasurer's Office required that the city council authorize by resolution at least two individuals to manage the city's PTIF account. This resolution would name the new City Treasurer as one of these individuals, along with the city administrator. Councilmember Enquist expressed interest in having the PTIF account balances presented to the city council from time to time.

MOTION: *Jenn Nielsen made a motion to adopt Resolution #596-26 – A Resolution Certifying Authorized Individuals for PTIF Accounts. Kelly Enquist seconded the motion which PASSED.*

The vote was recorded as follows:

Kelly Enquist – Aye
Julie Thompson - Aye

Jenn Nielsen – Aye

6. Consider Employment Agreement for City Administrator Position.

Duane presented a proposed Employment agreement for the City Administrator. He reviewed updates from the previous agreement, along with potential benefits to the city.

MOTION: *Kelly Enquist made a motion to approve the mayor to execute the Employment Agreement for the City Administrator Position. Julie Thompson seconded the motion which PASSED.*

The vote was recorded as follows:

Kelly Enquist – Aye

Jenn Nielsen – Aye

Julie Thompson – Aye

7. Meeting Minutes from July 21st, 2026.

MOTION: *Jenn Nielsen made a motion to approve the meeting minutes from July 21st, 2026. Julie Thompson seconded the motion which PASSED by unanimous vote of all members present.*

8. Staff Reports

Police Department – Brandon Erikson

- No Report

Public Works Department – Steve Maughan

- Construction of public improvements for Belmont Farms 2A continues.
- The Pope subdivision is undergoing fire line testing.
- The Child's Park project is underway and Steve hopes to prepare for construction in the coming weeks.
- Mayor Romney enquired about the gas leak on Porter Lane. Steve said that it is still being monitored due to gas saturating the ground.

Engineering – Kris Nilsen

- No Report

Community Development/Administration – Duane Huffman

- Attended planning commission last week and discussed DADUs and A-1 Height Regulations. The commission requested a joint meeting to continue discussing DADUs with the city council.
- Received results of the citizen wellbeing survey. This year was a low turnout, compared to last year, with only 142 residents participating. The results of the survey were positive, showing that the majority of residents had a positive view of their wellbeing.
- Consultants are continuing to work on an updated annexation plan that would include a portion of land adjacent to the Bountiful Pond.
- Working on scheduling a staff appreciation party in September. This will be sent out as soon as the date is finalized.

9. Mayor/Council Reports

Kelly Enquist:

- Mosquito abatement meeting will take place next week.
- The Arts Council will hold a Founder's Day Concert on the 11th of September.

Jenn Nielsen:

- No meeting for Wasatch Integrated Waste took place in July.
- Independence Day debriefing meeting was held, and both event chairs will be back next year.
- YCC is preparing to present their preliminary plans. They will be meeting with Duane to present the proposed changes.

Julie Thompson:

- Bike Parade will take place this month.
- The mural for the 250th Anniversary has arrived.
- Expressed appreciation for being able to participate in the Handcart Days Parade.
- Thanked Steve for the fencing along 1000 W.

Kenneth Romney:

- South Davis Sewer District is looking at a potential property tax increase.
- South Davis Metro Fire board passed a property tax increase.
- The county is looking into a sales tax increase. He explained that it would be used primarily for transportation.

10. Adjourn.

MOTION: *Jenn Nielsen made a motion to adjourn the meeting of the West Bountiful City Council. Julie Thompson 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 August 18th, 2026.

Remington Whiting, City Recorder