

**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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**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, MARCH 19, 2024, AT THE CITY OFFICES**

*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. Resolution 551-24 - Appointment of Richmond Thornley to the Emergency Preparedness Advisory Committee (EmPAC).
4. Ordinance 481-24 – Updating Home Occupation Regulations.
5. Discussion of 660 W Capital Project.
6. Budget Discussion – 1<sup>st</sup> Look at FY 2024/2025 Budget.
7. Proclamation Declaring April 12, 2024, as Arbor Day.
8. Meeting Minutes from February 20<sup>th</sup> and March 8<sup>th</sup>, 2024.
9. Staff Reports–Police, Public Works, Engineering, Community Development, Administration.
10. Mayor/Council Reports.
11. Closed Session, if necessary, for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
12. Adjourn.

*The above agenda was posted on the State Public Notice website ([Utah.gov/pmnn](http://Utah.gov/pmnn)), the city website ([WBCity.org](http://WBCity.org)), posted at city hall, and emailed to the Mayor and City Council on March 15, 2024, by Remington Whiting, City Recorder.*

Minutes of the West Bountiful City Council meeting held on **Tuesday, March 19, 2024**, at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

**MEMBERS:** Mayor Kenneth Romney, Council members James Ahlstrom (Remotely), 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), Kris Nilsen (City Engineer), and Remington Whiting (City Recorder)

**PUBLIC:** Alan Malan, Aimee Hinojosa, Dannie McConkie, Kassie Salmon, Deby Marshall, Sharm Schofield, Frank Schofield, Sherrie Hadley, Dale Hadley, Debbie Hammond, Dale Hadley, John Salmon, James Behunin

**EXCUSED:**

Mayor Romney called the meeting to order at 7:33 pm. James Ahlstrom gave an invocation, and the Pledge of Allegiance was led by Kelly Enquist.

### 1. Approve Agenda

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

### 2. Public Comment

Cassi Salmon - 740 N 800 W – She expressed her displeasure with the way she perceived Auto Italia was treated during their home occupation application process. She went on to explain how she believed there was not enough room for commercial businesses in the city, and how home occupations can allow for more opportunities.

Frank Schofield - 562 W 2050 N –He said that he had moved into a residential area, and wanted it kept that way. He then shared a story of how he was working on a truck in his garage once and it caught fire. He explained that he did not think it was safe to have an auto shop in a residential neighborhood.

### 3. Resolution 551-24 – Appointment of Richmond Thornley to the Emergency Preparedness Advisory Committee (EmPAC)

**MOTION:** *Mark Preece made a motion to approve Resolution 551-24, consenting to the appointment of Richmond Thornley to the Emergency Preparedness Advisory Committee (EmPAC). Jenn Nielsen seconded the Motion which PASSED.*

The vote was recorded as follows:

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

Dell Butterfield– Aye  
Jenn Nielsen– Aye

#### 4. Ordinance 481-24 – Updating Home Occupation Regulations

Duane gave a brief overview of the drafting process for Ordinance 481-24. Councilmember Nielsen shared that she believed that fiber glass should be prohibited in the code. Steve Doxey recommended adding fiberglass to 5.28.040(C) with the list of dangerous materials that are prohibited. Councilmember Butterfield recommended changing the gross weight restriction from 14,000 lbs. to 26,000 lbs.

The restriction on detailing vehicles was discussed. Councilmember Butterfield shared his thoughts on the residential businesses that make the city different from others, such as auto repair businesses. He said that he believes they are important and should not be restricted. Councilmember Enquist also shared his concern over closing the door on Automotive Repair and said that they should not be completely restricted. Council Ahlstrom shared his appreciation for the planning commission and their work on the ordinance. He explained that home occupations should have no negative impact on those living in the neighborhood and that they should not be able to tell the business exists.

Amy Hinojosa – 638 N 660 W – gave a brief explanation of the process that took place when Auto Italia first applied for a home occupation. She believes that auto repair should be on the conditional use section still.

Councilmember Ahlstrom asked about conditional use permits and if they always had to be approved. Steve Doxey explained that conditional use can be denied if reasonable conditions cannot be imposed, but it is very difficult. Councilmember Enquist asked if they could allow auto repair based on acreage. Mayor Romney explained that no two lots are the same, which would make this very difficult.

**MOTION:** *Mark Preece made a motion to approve Ordinance 481-24, Updating Home Occupation Regulations with the following changes: (1) adding fiberglass to 5.28.040(C), (2) modifying the gross weight restriction in 5.28.040(D) to 26,000 pounds, and (3) striking “detailing” in 5.25.050(1). James Ahlstrom seconded the Motion which PASSED.*

The vote was recorded as follows:

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

Dell Butterfield– Nay  
Jenn Nielsen– Aye

#### 5. Discussion of 660 W Capital Project.

Duane explained that 660 W from 400 N to 1000 B needs a waterline replacement and road re-build. The city had included the project in this year’s budget, but realized the project would

require significant engineering before accurate costs estimates could be reviewed by the council. This design work has progress, and staff now recommends that the council discuss options, work with the residents on the street, and begin construction at the beginning of 2025.

Kris explained the different options related to curb, gutter, and sidewalk. Option A would allow for standard sidewalks and parks strips on the east and west side. He explained the impact this would have on people's driveways and yards. Councilmember Butterfield shared that he had visited many of the residents on this road and many had expressed their concern over the impact. Option B would include a 6ft sidewalk on one side and no park strips. Option C would have a sidewalk on both sides and a park strip on one side. Kris explained why park strips are important as they act as a buffer between vehicles and pedestrians. Option D would include no sidewalks or curbs on either side. Option D would also not have storm drains which Steve Maughan advised against.

Amy Hinojosa – 638 N 660 W – Voiced that the west side currently has the most foot traffic and is the best side for a sidewalk.

Debbie Hammond – 875 N 600 W – Agreed that most foot traffic is on the west side of the street. She also expressed concern over the front yards being impacted. She said that the houses on the northern end of the street will be more impacted than those on the southern end.

Richmond Thornley – Expressed that many people park on the street which would become difficult if sidewalks were placed on both sides of the street.

Craig Hammond – Said that something needs to be done because of the foot traffic. He asked them to consider avoiding the option that would impact the residents the most.

Melody Farley – Said that for safety reasons, a sidewalk should be placed on at least one side. Shared that she doesn't feel safe while walking on the road.

Duane explained budget limitations that this project could have on future projects. He asked the council to consider the level of service that is needed for the community on this street. The council consensus was to look at an option that provides a sidewalk on the west side of the road and limits impacts to properties. Staff will do a little more design work on this option and bring it back to the council, and then it should be ready for a meeting with residents along the project.

#### **6. Budget Discussion – 1<sup>st</sup> look at FY 2024/2025 Budget.**

Duane presented an overview of the initial projections for the 2024/2025 Budget. The general fund currently has an estimated balance of \$2.3 million, with \$1.4 million that is unassigned. The projected general fund revenue is \$5.6 million with sales tax being flat or declining. The general fund expenses are projected to be \$5.8 million. Staff will be looking at options on decreasing or deferring expenses, while trying not to fall too far behind on critical items.

Duane also reviewed fund balances in capital and enterprise funds, and presented projects that will be under review.

A budget work session will likely be scheduled for the next council meeting.

**7. Proclamation Declaring April 12<sup>th</sup>, 2024, as Arbor Day.**

**MOTION:** *Kelly Enquist made a motion to Proclamation Declaring April 12<sup>th</sup>, 2024, as Arbor Day. 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	

**8. Meeting Minutes from February 20<sup>th</sup> and March 8<sup>th</sup>, 2024.**

**MOTION:** *Mark Preece made a motion to approve the minutes from the February 20<sup>th</sup> and March 8<sup>th</sup>, 2024, meeting as presented. Dell Butterfield seconded the motion which PASSED by unanimous vote of all members present.*

**9. Staff Reports**

Police – Lance Wilkinson:

- The Police Department has officially offered a position to a new officer, and he will start April 1.
- The department is scheduling mandatory training.

Public Works - Steve Maughan:

- The department has been trying to fix miscellaneous concrete work. They will be patching potholes soon when asphalt becomes available.
- Park restrooms have been opened for the year.
- New “no parking” signs have been installed on pages lane near the Prospector Trail.
- Fluoride audit tomorrow.
- Street sweepers are working in the city right now.
- Lead and copper inventory continues.

Engineering - Kris Nilsen:

- Designing options for 1200 N and the 1100 W sidewalk project.
- Highgate #2 Subdivision expired some time ago, but developers will likely re-apply soon.

Administration and Community Development – Duane Huffman:

- Gearing up for code enforcement. Addison has been out identifying potential code issues.
- Addison is working with Kris on some smaller subdivisions.
- Annexations are in the process – South Davis Sewer District and Loveland Holdings LLC.
- Will be meeting with a playground contractor. Looking at procurement options for purchase for a smaller playground at the city park.

187  
188 **10. Mayor/Council Reports**  
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190 James Ahlstrom –

- 191 • Nothing  
192

193 Mark Preece –

- 194 • The Sewer District has a meeting this week. They will show the price of the north plant  
195 upgrade.  
196

197 Dell Butterfield –

- 198 • Changed the structure of the South Davis Rec board. There will be 5 elected officials from  
199 the cities and 2 at large members.  
200 • Presented an income chart for the South Davis Rec district.  
201

202 Kelly Enquist –

- 203 • There is a house on the north side of 800 W 1000 N with a tree that might be a visibility  
204 issue. Steve said that somebody might have trimmed it already.  
205 • Could we do an electronic water bill.? Duane will look into this. Councilmember Nielsen  
206 voiced that it might be a good idea to have a hybrid.  
207 • He asked if the solar worked on the city building. Duane explained he is not sure if they are  
208 efficient or not, but had already started looking into it.  
209

210 Jenn Nielsen –

- 211 • Easter Egg hunt is this Saturday.  
212 • Nobody would like to lead the carnival committee. Mayor Romney has contacted somebody  
213 too to be the carnival head.  
214

215 Mayor Romney –

- 216 • Shared a story about how the street sweepers had made a mess and then cleaned it up. Oddly,  
217 the story did not involve ducks.  
218

219 **11. Adjourn**  
220

221 **MOTION:** *Mark Preece made a motion to adjourn this meeting of the West Bountiful*  
222 *City Council. Dell Butterfield seconded the motion which PASSED by*  
223 *unanimous vote of all members present.*  
224

225 -----  
226  
227 *The foregoing was approved by the West Bountiful City Council by unanimous vote of all members*  
228 *present on March April 16, 2024.*  
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231  
232 \_\_\_\_\_  
Remington Whiting, City Recorder

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

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