

Mayor
Kenneth Romney

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

WEST BOUNTIFUL CITY

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City Administrator
Duane Huffman

City Recorder
Remington Whiting
City Engineer
Kris Nilsen
Public Works Director
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**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 – 1st Look at FY 2024/2025 Budget.
7. Proclamation Declaring April 12, 2024, as Arbor Day.
8. Meeting Minutes from February 20th and March 8th, 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/pmn), the city website (WBCity.org), posted at city hall, and emailed to the Mayor and City Council on March 15, 2024, by Remington Whiting, City Recorder.

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

3
4 Those in attendance:

5
6 **MEMBERS:** Mayor Kenneth Romney, Council members James Ahlstrom (Remotely), Dell
7 Butterfield, Kelly Enquist, Jenn Nielsen, Mark Preece

8
9 **STAFF:** Duane Huffman (City Administrator), Steve Doxey (City Attorney), Lance
10 Wilkinson (Assistant Chief of Police), Steve Maughan (Public Works Director), Kris Nilsen
11 (City Engineer), and Remington Whiting (City Recorder)

12
13 **PUBLIC:** Alan Malan, Aimee Hinojosa, Dannie McConkie, Kassie Salmon, Deby Marshall,
14 Sharm Schofield, Frank Schofield, Sherrie Hadley, Dale Hadley, Debbie Hammond, Dale
15 Hadley, John Salmon, James Behunin

16
17 **EXCUSED:**

18
19 Mayor Romney called the meeting to order at 7:33 pm. James Ahlstrom gave an invocation, and the
20 Pledge of Allegiance was led by Kelly Enquist.

21
22 **1. Approve Agenda**

23
24 **MOTION:** *Kelly Enquist made a motion to approve the agenda. Mark Preece seconded*
25 *the Motion which PASSED by unanimous vote of all members present.*

26
27 **2. Public Comment**

28
29 Cassi Salmon - 740 N 800 W – She expressed her displeasure with the way she perceived
30 Auto Italia was treated during their home occupation application process. She went on to
31 explain how she believed there was not enough room for commercial businesses in the city,
32 and how home occupations can allow for more opportunities.

33
34 Frank Schofield - 562 W 2050 N –He said that he had moved into a residential area, and
35 wanted it kept that way. He then shared a story of how he was working on a truck in his
36 garage once and it caught fire. He explained that he did not think it was safe to have an auto
37 shop in a residential neighborhood.

38
39 **3. Resolution 551-24 – Appointment of Richmond Thornley to the Emergency
40 Preparedness Advisory Committee (EmPAC)**

41
42 **MOTION:** *Mark Preece made a motion to approve Resolution 551-24, consenting to*
43 *the appointment of Richmond Thornley to the Emergency Preparedness*
44 *Advisory Committee (EmPAC). Jenn Nielsen seconded the Motion which*
45 *PASSED.*

46
47 The vote was recorded as follows:

48
49
50
51

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

Dell Butterfield – Aye
Jenn Nielsen – Aye

52

4. Ordinance 481-24 – Updating Home Occupation Regulations

53

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

59

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

68

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

72

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

78

79 **MOTION:** *Mark Preece made a motion to approve Ordinance 481-24, Updating Home
80 Occupation Regulations with the following changes: (1) adding fiberglass to
81 5.28.040(C), (2) modifying the gross weight restriction in 5.28.040(D) to
82 26,000 pounds, and (3) striking “detailing” in 5.25.050(1). James Ahlstrom
83 seconded the Motion which PASSED.*

84

85 The vote was recorded as follows:

86

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

Dell Butterfield – Nay
Jenn Nielsen – Aye

87

88

89

5. Discussion of 660 W Capital Project.

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91

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93

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

94 require significant engineering before accurate costs estimates could be reviewed by the
95 council. This design work has progress, and staff now recommends that the council discuss
96 options, work with the residents on the street, and begin construction at the beginning of 2025.
97

98 Kris explained the different options related to curb, gutter, and sidewalk. Option A would
99 allow for standard sidewalks and parks strips on the east and west side. He explained the
100 impact this would have on people's driveways and yards. Councilmember Butterfield shared
101 that he had visited many of the residents on this road and many had expressed their concern
102 over the impact. Option B would include a 6ft sidewalk on one side and no park strips. Option
103 C would have a sidewalk on both sides and a park strip on one side. Kris explained why park
104 strips are important as they act as a buffer between vehicles and pedestrians. Option D would
105 include no sidewalks or curbs on either side. Option D would also not have storm drains
106 which Steve Maughan advised against.
107

108 Amy Hinojosa – 638 N 660 W – Voiced that the west side currently has the most foot traffic
109 and is the best side for a sidewalk.
110

111 Debbie Hammond – 875 N 600 W – Agreed that most foot traffic is on the west side of the
112 street. She also expressed concern over the front yards being impacted. She said that the
113 houses on the northern end of the street will be more impacted than those on the southern end.
114

115 Richmond Thornley – Expressed that many people park on the street which would become
116 difficult if sidewalks were placed on both sides of the street.
117

118 Craig Hammond – Said that something needs to be done because of the foot traffic. He asked
119 them to consider avoiding the option that would impact the residents the most.
120

121 Melody Farley – Said that for safety reasons, a sidewalk should be placed on at least one side.
122 Shared that she doesn't feel safe while walking on the road.
123

124 Duane explained budget limitations that this project could have on future projects. He asked
125 the council to consider the level of service that is needed for the community on this street.
126 The council consensus was to look at an option that provides a sidewalk on the west side of
127 the road and limits impacts to properties. Staff will do a little more design work on this option
128 and bring it back to the council, and then it should be ready for a meeting with residents along
129 the project.
130

131 6. Budget Discussion – 1st look at FY 2024/2025 Budget. 132

133 Duane presented an overview of the initial projections for the 2024/2025 Budget. The general
134 fund currently has an estimated balance of \$2.3 million, with \$1.4 million that is unassigned.
135 The projected general fund revenue is \$5.6 million with sales tax being flat or declining. The
136 general fund expenses are projected to be \$5.8 million. Staff will be looking at options on
137 decreasing or deferring expenses, while trying not to fall too far behind on critical items.
138

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

141
142
143 A budget work session will likely be scheduled for the next council meeting.
144

145 **7. Proclamation Declaring April 12th, 2024, as Arbor Day.**

146
147 **MOTION: Kelly Enquist made a motion to Proclamation Declaring April 12th, 2024, as**
148 **Arbor Day. James Ahlstrom seconded the Motion which PASSED.**

149
150 The vote was recorded as follows:

151 James Ahlstrom – Aye Dell Butterfield– Aye
152 Kelly Enquist – Aye Jenn Nielsen– Aye
153 Mark Preece – Aye

154
155 **8. Meeting Minutes from February 20th and March 8th, 2024.**

156
157 **MOTION: Mark Preece made a motion to approve the minutes from the February 20th**
158 **and March 8th, 2024, meeting as presented. Dell Butterfield seconded the**
159 **motion which PASSED by unanimous vote of all members present.**

160
161 **9. Staff Reports**

162
163 Police – Lance Wilkinson:

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

167
168 Public Works - Steve Maughan:

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

176
177 Engineering - Kris Nilsen:

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

180
181 Administration and Community Development – Duane Huffman:

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

187
188 **10. Mayor/Council Reports**
189
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.*
229
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231
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