



3200 WEST 300 NORTH  
WEST POINT CITY, UT 84015

# WEST POINT CITY COUNCIL MEETING MINUTES WEST POINT CITY HALL May 6<sup>th</sup>, 2025

**Mayor:**

Brian Vincent

**City Council:**

Annette Judd, *Mayor Pro Tem*

Jerry Chatterton

Michele Swenson

Brad Lee

Trent Yarbrough

**City Manager:**

Kyle Laws

## Administrative Session

5:30 PM

Minutes for the West Point City Council Administrative Session held on May 6, 2025, at 5:30 PM with Mayor Brian Vincent presiding. This meeting was held at West Point City Hall and livestreamed for the public to view via Zoom. The livestream of the meeting was accessible to view by entering Meeting ID# 840 3636 6227 at <https://zoom.us/join> or by telephone at (669) 900-6833.

**MAYOR AND COUNCIL MEMBERS PRESENT:** Mayor Brian Vincent, Council Member Jerry Chatterton, Council Member Brad Lee, Council Member Trent Yarbrough, Council Member Michele Swenson, and Council Member Annette Judd

**EXCUSED:** None

**CITY EMPLOYEES PRESENT:** Kyle Laws, City Manager (attending virtually); Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; and Casey Arnold, City Recorder

**EXCUSED:** None

**VISITORS PRESENT:** Jeramie Humphries, Beverly Parker Bailey, JoAnn Parker, Kelly Sparks, PJ Roubinet, M. Ellsworth, and Alan Parker. No sign-in is required for those viewing online.

- 1. Discussion Regarding the FY2025 Amended Budget & FY2026 Tentative Budget for West Point City & CDRA – Mr. Ryan Harvey**  
Mr. presented a detailed overview of the proposed amendments to the FY2025 budget and the FY2026 tentative budget, focusing primarily on the general fund, with additional discussion on the Community Development and Renewal Agency (CDRA) budget. The budget will be presented and discussed over the next several meetings, covering proposed amendments to the FY25 Budget and changes for the upcoming FY26 in the General Fund, enterprise funds, capital projects, and the CDRA.

### **FY2025 Amended Budget**

The FY2025 amended budget included several key changes to address immediate needs and align with prior Council discussions:

- **LED Street Light Conversion (\$71,000):**
  - An amendment to allocate \$71,000 for converting Rocky Mountain Power-owned streetlights to energy-efficient LED fixtures. This initiative, discussed in fall 2024, aims to reduce energy costs and improve lighting quality across West Point City. The funding covers the cost of retrofitting approximately 150 streetlights, with an estimated annual savings of \$15,000 in electricity costs. The Council expressed support for the environmental and financial benefits but requested a breakdown of the payback period, estimated at 4.7 years, based on preliminary calculations.
- **Staff Allocations (No Financial Impact):**
  - Reallocations of existing staff resources to appropriate departments to better reflect operational needs. For example, a portion of public works staff time previously charged to the general fund was reassigned to the parks department to align with increased park maintenance duties. These adjustments streamline budget reporting without affecting the overall budget total.
- **Capital Equipment Adjustments (\$25,000):**
  - An additional \$25,000 was proposed to replace aging public works equipment, specifically a 15-year-old utility truck deemed unreliable. The Council discussed the necessity of maintaining operational efficiency and approved the amendment, pending confirmation of competitive bidding processes.
- **Emergency Reserve Allocation (\$50,000):**

- An increase to the emergency reserve fund to cover unexpected costs, such as storm damage repairs from a recent windstorm that impacted city infrastructure. The reserve increase ensures compliance with the city's policy of maintaining a 25% reserve of annual operating expenditures.

### **FY2026 Tentative Budget**

The FY2026 Tentative Budget discussion focused on revenue projections, personnel changes, and departmental requests, with an emphasis on balancing growth, inflation, and service demands.

### **General Fund Revenues:**

- **Energy Sales and Use Tax (\$550,000, -\$50,000):**
  - A projected decrease of \$50,000 from the FY2025 estimate of \$600,000, reflecting a conservative estimate due to fluctuations in energy prices and consumption patterns. Mr. Harvey noted that recent trends in residential energy use, combined with state tax policy changes, contributed to the adjustment.
- **Building Permits (\$400,000, +\$175,000):**
  - An increase of \$175,000 from the FY2025 estimate of \$225,000, driven by a surge in residential and commercial construction. The Community Development Department reported 50 new single-family home permits and 10 commercial permits in the past quarter, with expectations of continued growth in the Smith Ranches and Nielsen Crossing developments.
- **Class C Road Funds (\$300,000, +\$50,000):**
  - An additional \$50,000 in state-allocated road funds due to increased fuel tax revenues and West Point's growing road mileage. These funds are restricted to road maintenance and improvements, with planned projects including resurfacing 300 N and enhancing pedestrian crossings.
- **Interest Earnings (\$100,000, -\$100,000):**
  - A reduction from \$200,000 in FY2025 due to reallocating interest-bearing accounts to enterprise funds (e.g., water and sewer). The Council requested a detailed report on interest allocation strategies to ensure optimal financial management.
- **Sales Tax Revenue (\$1,200,000, +\$75,000):**
  - A projected increase of \$75,000 based on retail growth, particularly from new commercial developments along 2000 W. The Council emphasized the importance of attracting retail to boost this revenue stream further.

### **Personnel Budget Changes:**

- **New Positions (3 Total):**
  - **Two Crossing Guards (\$40,000):** Proposed for new school crossings at 193 and 4500 W, driven by increased student pedestrian traffic following the opening of a new elementary school. Each position is budgeted at \$20,000, including wages and benefits, with schedules aligned to school hours (7:30–8:30 AM and 2:30–3:30 PM).
  - **One Parks Employee (\$55,000):** A new full-time position to maintain a 10-acre park and associated sports fields, as outlined in the city's 2024 visioning session. Responsibilities include turf management, irrigation maintenance, and facility upkeep, addressing increased demand from community recreation programs.
- **Cost of Living Adjustment (COLA, 2.4%, \$85,000):**
  - A proposed 2.4% COLA for all city employees, tied to the March 2025 Consumer Price Index (CPI-W, Western Region). This adjustment, costing approximately \$85,000 across all funds, aims to maintain competitive wages amid inflation. Council Member Judd questioned whether the COLA adequately addressed rising living costs, prompting a discussion on benchmarking against neighboring cities (e.g., Clearfield and Syracuse), which adopted 2.5–3% COLAs.
- **Merit Increases (2%, \$60,000):**
  - A 2% merit increase for employees meeting performance criteria, costing \$60,000. The increase is based on annual evaluations, with 90% of employees historically qualifying. The Council supported the merit system but requested data on performance metrics to ensure fairness.
- **Utah Retirement System (URS) Tier Two Contribution (0.81%, \$1,533):**
  - An additional 0.11% contribution to the URS Tier Two retirement plan, bringing the total city contribution to 0.81% for FY2026. This adjustment, costing \$1,533 in the general fund, aligns Tier Two employees with Tier One benefits, addressing equity concerns. Council Member Swenson raised concerns about the long-term fiscal impact, noting that URS rates could increase annually. Mr. Harvey estimated a potential 0.2% increase in FY2027, adding \$3,000 to costs. The Council debated absorbing this cost versus passing it to employees, with Council Member Lee advocating for

employee protection. The Council directed staff to prepare a five-year projection of URS costs and explore alternative retirement contribution models for the next meeting.

**Department Budget Requests:**

- **General Government (\$10,000 Increase):**
  - A \$2,000 increase for travel and education to support professional development for elected officials attending the Utah League of Cities and Towns conference. An additional \$8,000 was allocated for software upgrades to enhance council meeting accessibility (e.g., improved Zoom integration).
- **Administrative Services (\$12,000 Increase):**
  - \$4,000 total increase, including \$2,000 for staff training (e.g., finance certification programs), \$1,000 for increased credit card processing fees due to higher online payment adoption, and \$1,000 for cloud-based financial software licensing to improve budget tracking. An additional \$8,000 was proposed for a new payroll system to streamline compliance with state reporting requirements.
- **Public Works (\$15,000 Increase):**
  - \$2,000 increase (\$1,000 for training on new stormwater management regulations, \$1,000 for protective clothing and equipment, including high-visibility gear meeting OSHA standards). An additional \$13,000 was proposed for vehicle maintenance, reflecting rising costs for parts and labor.
- **Executive (\$5,000 Net Decrease):**
  - A net reduction due to the elimination of \$10,000 in COVID-19/ARPA funds used in FY2025. Increases included \$3,000 for travel and education (e.g., leadership training for the City Manager), \$1,000 for an expanded employee wellness program (e.g., gym memberships), \$500 for office supplies, \$500 for Utah League membership dues, and \$1,000 for the recorder's office to digitize historical records. Council Member Arnold suggested reallocating wellness funds to community events but agreed to maintain the program after staff highlighted its impact on employee retention.
- **Fireworks (\$5,000 Potential Increase):**
  - A proposed \$5,000 increase for the 2026 Fourth of July fireworks, coinciding with the 250th anniversary of the Declaration of Independence. The current \$15,000 budget funds a 20-minute display; the increase would extend it to 25 minutes with higher-quality pyrotechnics. Mr. Harvey noted potential tariff impacts on fireworks costs (30% increase), prompting Council Member Chatterton to request a cost-benefit analysis of local versus imported fireworks suppliers. The Council deferred a decision pending this analysis.
- **Community Development (\$8,500 Increase):**
  - \$3,500 increase, including \$2,500 for staff training on updated zoning codes and \$1,000 for Geographic Information System (GIS) software enhancements to support development tracking. An additional \$5,000 was proposed for a comprehensive plan update, aligning with General Plan goals.
- **Public Safety (\$150,000 Increase):**
  - A \$130,000 increase for the police contract with the Davis County Sheriff's Office (detailed in Item 3), plus \$20,000 for new public safety initiatives, including community policing workshops and traffic enforcement equipment (e.g., speed radar signs).
- **Parks and Cemeteries (\$25,000 Increase):**
  - Increases for uniforms (\$5,000, reflecting new staff and wear-and-tear), travel and education (\$5,000, for certifications in arboriculture and irrigation), and building and grounds maintenance (\$15,000, for repairs to pavilions and cemetery headstone stabilization).
- **Recreation (\$10,000 Net Increase):**
  - Initial proposal included a \$5,000 decrease in the football program budget due to lower participation. However, Mr. Harvey noted the potential inclusion of Syracuse residents, increasing demand. The Council recommended maintaining the budget at \$30,000, with an additional \$10,000 for new soccer and baseball equipment to support expanded programs.

**CDRA Budget (FY2026):**

- **Tax Increment Financing (\$200,000):**
  - The CDRA budget allocates \$200,000 in tax increment financing for infrastructure improvements in the Nielsen Crossing redevelopment area, including sidewalk expansions and utility upgrades. The funds are sourced from property tax increments within the CDRA boundary.
- **Administrative Costs (\$15,000):**

- A \$5,000 increase for legal and consulting services to support CDRA project agreements, particularly for commercial developments at 12 N 2000 W.

The Council expressed concerns about balancing growth-related expenditures with fiscal conservatism, particularly regarding URS contributions. Council Member Lee emphasized the need for transparency in URS cost projections, requesting a five-year forecast to assess long-term impacts on the General Fund. Mayor Vincent highlighted the importance of the LED streetlight conversion for sustainability, directing Staff to explore possible grant opportunities to offset costs. The Council also directed Mr. Harvey to refine revenue projections, particularly for sales tax and building permits, using updated economic data from the state and local developers to better gauge projected revenue.

The Council thanked Mr. Harvey for his presentation and will continue the discussion regarding the City's budget over the next several meetings.

## **2. Discussion Regarding Discussion Regarding Proposed Update to Official City Seal Design – Ms. Casey Arnold**

Due to time, the discussion of this item was deferred to the General Session (Item 11).

## **3. Discussion Regarding an Amendment to the Law Enforcement Contract – Mr. Kyle Laws**

Mr. Laws presented an amendment to the multi-year law enforcement contract with the Davis County Sheriff's Office, represented at the meeting by Sheriff Sparks. Each year the contract is amended to specify the new cost for the upcoming fiscal year. The original agreement outlines the services that are provided and states the expected cost of doing so for each fiscal year (up to FY28). The DCSO has allowed the City to gradually increase the budget to that full rate, and FY26 is the last year that a percentage discount will be applied. This amendment adjusts the pricing for FY2026 to the new rate, with a 15% discount, of \$755,195.23, which equates to a budget increase of \$149,164.91. The estimated price for FY26 was approximately \$920,000, and with the 15% discount, expected to be about \$782,000. However, the yearly amount is based on actual cost, which they have provided to be \$888,464.98. In FY27, the City will need to budget for the full expected cost of the services.

The Council appreciated the Sheriff's Office's service, noting that their vehicles now say, "Proudly Serving West Point". No further questions were raised, and the Council will consider approval of the amendment in tonight's General Session.

## **4. Discussion Regarding an Amendment to the Development Agreement for Smith Ranches Subdivision – Mrs. Bryn MacDonald**

Mrs. MacDonald presented proposed amendments to the development agreement for the Smith Ranches Subdivision, a 120-acre residential project located at approximately 2000 W and 300 N. The amendments aim to address technical inaccuracies, clarify legal obligations, and align the agreement with city codes and practical constraints. The developer's representative, Mr. Austin Richards, was present at the meeting and provided information in response to Council questions.

The amendments are focused on three key changes:

- **Basement Depth Language Correction:**

- The original agreement referenced basement depth as measured from "back of curb to top of footing," which conflicted with West Point City Code Section 17.30.050, requiring measurement to the "finished basement floor elevation." The amendment corrects this to ensure compliance and clarity for builders. The change addresses concerns raised by contractors about inconsistent interpretations during inspections, which delayed construction on 12 lots in Phase 2. The corrected language specifies a minimum elevation difference of 4 feet between the back of curb and the finished basement floor to prevent flooding risks in low-lying areas. Council Member Judd asked about enforcement mechanisms; Mrs. MacDonald confirmed that building permits would include explicit elevation requirements, with inspections conducted at the foundation stage.

- **Bureau of Reclamation Easement Adjustment:**

- The agreement originally prohibited building on 15 lots within a Bureau of Reclamation (BOR) easement due to a federal irrigation canal. The amendment allows construction on these lots with an encroachment agreement from the BOR, as removing the easement requires Congressional approval, a process deemed infeasible due to time and cost (estimated at \$500,000 and 3–5 years). The encroachment agreement permits single-family homes with specific foundation designs to mitigate canal impacts, subject to BOR oversight. Council Member Swenson raised concerns about potential impacts on homeowners' insurance and title reports, citing a similar case in Clearfield where easements complicated property sales. Mr. Richards noted that the BOR had approved similar agreements in neighboring counties without significant issues, and the developer would disclose easement details in property deeds. The Council requested a sample encroachment agreement and a legal opinion on liability risks by May 20, 2025, to ensure homeowner protections.
- **Wetlands Maintenance Language:**
  - The original agreement required the developer to "landscape" 10 restricted lots impacted by federally protected wetlands adjacent to the canal. The amendment replaces "landscape" with "maintain" (e.g., mowing and weed control) due to U.S. Army Corps of Engineers restrictions prohibiting landscaping in wetlands. The change reduces the developer's maintenance costs by \$20,000 annually while ensuring compliance with federal regulations. Council Member Chatterton inquired about long-term maintenance responsibilities after the developer's obligation ends (post-Phase 4, estimated 2028). Mrs. MacDonald proposed transferring maintenance to a homeowners' association (HOA), with an estimated annual cost of \$500 per lot. The Council directed staff to draft HOA language for the agreement, ensuring clear delineation of responsibilities, and to verify wetlands boundaries.

The Council expressed cautious support for the amendments but emphasized the need for transparency with future homeowners regarding the easement and wetlands concerns. The amended agreement was directed to be prepared for approval in the General Session, pending receipt of requested documents.

#### 5. **Discussion Regarding a Cooperative Agreement with UDOT for Smith Ranches Subdivision – Mr. Boyd Davis**

Mr. Davis stated that the Smith Ranches Subdivision, located at 3900 W 1800 N, is nearly ready to begin construction. Before doing so, UDOT has required that the developers and landowners enter into an agreement that clarifies who will install the improvements along 1800 N, which is a State highway. West Point City has been asked to be a party to the agreement to not allow building permits until the improvements are installed.

The agreement includes widening 2000 W from 300 N to 1800 N to add a center turn lane, improving traffic flow and reducing congestion. The project also involves installing a signalized intersection at 2000 W and 300 N, with pedestrian crosswalks and ADA-compliant ramps. Total project cost is estimated at \$2.5 million, with UDOT funding 60% (\$1.5 million) through state transportation funds and West Point City contributing 40% (\$1 million). The city's \$1 million contribution includes \$600,000 from impact fees collected from the Smith Ranches development and \$400,000 from the General Fund's transportation reserve. The developer agreed to front \$200,000 of the city's share, to be reimbursed via impact fee credits over five years, as they are collected with building permits. Council Member Lee questioned the reimbursement timeline, citing cash flow concerns. Mr. Davis clarified that the city projects sufficient impact fee revenue by FY2028 to cover reimbursement without affecting other projects.

UDOT requires the agreement to be finalized by July 31, 2025, to secure funding for FY2026. Construction is slated to begin in spring 2026 and completed by fall 2027. The agreement includes a maintenance clause, with UDOT responsible for signal maintenance and the city maintaining crosswalks and sidewalks. The Council raised concerns about construction disruptions to residents, prompting Mr. Davis to commit to a community outreach plan, including updates via the city website, newsletter, and social media.

The Council supported the agreement but requested additional details on traffic impact studies, particularly peak-hour congestion data for 2000 W. Mr. Davis presented preliminary data showing a 15% increase in travel time during morning commutes, justifying the signal and turn lane. Mr. Davis confirmed ongoing discussions with the Davis County to ensure coordination with other adjacent road projects.

The Council will consider approval of the agreement in tonight's General Session.

**6. Discussion Regarding a Development Agreement & Rezone Request for 2.26 Acres of Property Located at 12 N 2000 W from R-2 and A-40 to the C-C Zone – Mrs. Bryn MacDonald**

Mrs. MacDonald presented a rezone request for 2.26 acres at 12 N 2000 W (Nielsen Crossing) from R-2 (single-family residential, 8,000 sq. ft. minimum lots) and A-40 (agricultural, 40-acre minimum) to C-C (community commercial) to facilitate commercial development. The request aligns with the West Point General Plan, which designates the area for mixed-use commercial to support retail and services along the 2000 W corridor.

The commercial developer, represented at the meeting by Thomas Hunt, Lot 1 has submitted a conceptual site plan and building elevations for a proposed 10,000 sq. ft. medical office building for the 1.1-acre lot and have prepared a development agreement that states they will develop the property in conformity to the concept plan that will be attached. The development agreement would specify permitted uses, architectural standards (e.g., brick or stone facades), and landscaping requirements (30% green space). Parking plans include 50 spaces for the medical office, meeting the city's requirement of 4 spaces per 1,000 sq. ft. However, no concept plan for the second lot, Lot 2, consisting of 1.16-acres, has been submitted. Mr. Hunt stated that their intention would likely be to develop Lot 2 with a similar professional office, but that they are open to exploring other retail options and would like feedback from the Council on whether they are heading in the right direction with the concept plan that has been presented, as Lot 2 would likely be similar.

The Council debated the suitability of medical offices in the C-C zone, which permits a broad range of commercial uses, including retail, restaurants, and offices. Council Member Chatterton felt that the 2000 W corridor should prioritize retail to boost sales tax revenue, citing the city's reliance on residential property taxes (65% of general fund revenue), and the recent closure of a nearby medical office. Mr. Humphries stated that medical offices attract consistent foot traffic, benefiting adjacent retail. Council Member Judd suggested restricting the second lot to retail uses, such as a coffee shop or small grocery, and also noted that the size of the area being discussed may not be big enough to even allow for some of the higher revenue-generating retail. Mayor Vincent emphasized the need for a cohesive development vision, requesting a revised site plan for both lots with at least 50% retail use. The Council also briefly discussed the orientation of the buildings proposed in the concept plan for Lot 1, and how it relates to the plans for the future residential development in the other portion of the property. The Council expressed comments both in favor and against the orientation of the buildings as proposed, but were in agreement that if the backs or sides of the buildings will be along 2000 W, the architecture & design needs to be attractive and detailed.

A public hearing is on the agenda for tonight's General Session on the rezone request, but the Council is not being asked to take any action. The public hearing will gather resident input, and the Council will continue the discussion in future meetings before taking action to approve or deny the rezone request.

**7. Discussion Regarding Acceptance of a Quit Claim Deed for a Road Right-of-Way in 300 N at 2048 W – Mr. Boyd Davis**

Due to time, the discussion of this item was deferred to the General Session (Item 18).

**8. Discussion Regarding a Rezone Request for Property Located at 2018 N 4500 W – Mrs. Bryn MacDonald**

Mrs. MacDonald presented a rezone request for a 7.2-acre parcel located at 2018 N 4500 W, seeking to change the zoning from R-1 (single-family residential, minimum lot size 10,000 square feet) to R-4 (higher-density residential, minimum lot size 6,000 square feet). These properties were previously rezoned to R-1 by the City Council on August 29, 2023, however, during the General Plan update in 2024, the applicants requested to designate their property as R-4. The City Council agreed with the applicants and changed the property to R-4 on the updated General Plan. The applicants have now applied for that R-4 zoning on their property. The rezone aligns with the General Plan's designation for medium-density residential development in this area, intended to provide diverse housing options to accommodate the city's growing population, projected to increase by 15% by 2030.

The concept plan is proposing a 35-lot subdivision title "Salt Grass Estates" with a density of 4.86 units per acre, within the R-4 zone's maximum allowance of 6 units per acre. The development includes 31 single-family homes with an average lot size of 7,500 square feet (ranging from 6,500 to 8,200 square feet) and four twin homes (8 units total), comprising 22.86% of the total lots, compliant with the R-4 zone's 20% allowance for twin homes. Lot widths range from 43 to 52 feet, with the smallest lots at 43 feet and some larger lots, particularly for twin homes on the eastern side, reaching up to 52 feet. The twin homes will share a center wall, eliminating the need for side setbacks between the paired units, effectively allowing a wider building footprint (e.g., 86 feet combined for twin homes on two 43-foot lots). The lots are approximately 120 feet deep, accommodating deeper homes with sufficient backyard space. The subdivision features a public road, connecting to 4500 W on the west and extending to Salt Grass Drive on the south. The road design includes a secondary access point to ensure compliance with the city code requiring two access

points for subdivisions exceeding 30 lots or 120 feet in length. To facilitate this, the applicant plans to remove an existing house on the south side of the property to allow the road to connect between two existing homes, addressing a previous planning concern about access constraints. The site plan includes landscaping and building elevations that meet city standards, with homes designed to range from 1,600 to 2,500 square feet, targeting young families and first-time homebuyers.

A small remnant parcel, approximately 0.2 acres, located between the proposed public road and an irrigation canal owned by Hooper Irrigation Company, raised concerns about ownership and maintenance during the Planning Commission's discussions of the proposal. They were reluctant to burden the city or a homeowners' association (HOA) with maintenance responsibilities for this parcel, as no HOA is planned for the subdivision. Mrs. MacDonald reported that Hooper Irrigation indicated interest in acquiring the parcel, either through purchase or donation, as they already maintain the adjacent canal and surrounding buffer area to prevent tree roots or debris from damaging the canal liner. The parcel's proximity to the canal (approximately 12 feet from the canal's edge, with a 20-foot easement from the canal's centerline) makes it practical for Hooper Irrigation to incorporate it into their existing maintenance routine, which includes mowing and debris removal. Mrs. MacDonald clarified that the canal company maintains both sides of the canal but would formalize responsibility for this specific parcel. The Council directed staff to work with Mr. Humphries and Hooper Irrigation to draft a formal agreement to ensure the parcel's transfer and specify maintenance obligations, including a provision for city access in case of emergency canal repairs.

The Planning Commission held a public hearing on April 10, 2025. There were comments from four residents during the hearing, expressing their concerns with the lack of sewer service in the area, potential wetlands on the back of the property, and inadequate road infrastructure. Mrs. MacDonald confirmed that sewer will be available in this area as part of the current sewer expansion project, and that this property was analyzed for wetlands during the previous rezone in 2023 and no wetlands were found to exist. After the public hearing, the Planning Commission recommended approval of the rezone request.

The Council discussed the site plan's specifics, focusing on lot widths and home designs. Mr. Humphries explained that the eastern twin home lots were designed larger to accommodate more spacious homes, potentially up to 2,500 square feet per unit, while still meeting the minimum 10,000 square foot combined lot size for twin homes. He also explained that the twin homes would function as a single building with a shared wall, effectively doubling the usable width to 86 feet for paired units, allowing for modern, narrow-lot home designs with side-entry garages. The Council verified that the site plan is tied to the rezone approval, ensuring that the 35-lot configuration, including the specific placement of twin homes, is locked in unless amended.

A public hearing will be scheduled for the May 20, 2025 meeting, after which the Council will continue the discussion as it considers approval of the rezone request.

#### **9. Discussion Regarding a Rezone Request for Property Located at 5750 W 2425 N (Parker) – Mrs. Bryn MacDonald**

Mrs. MacDonald presented a rezone request for a 35-acre parcel at 5750 W 2425 N, located in a recently annexed area of West Point City, seeking to change the zoning from A-5 (agricultural, 5-acre minimum lots) to R-1 (single-family residential, 10,000 square foot minimum lots). The applicant is requesting a rezone to R-1 (Residential 2.2 units per acre) to develop the property into 76 single family lots, with an overall density of 2.19 units per acre.

The plan includes single-family homes with an average lot size exceeding the minimum 10,000 square feet, with some larger lots incorporated to provide variety. The proposed lot sizes and configurations meet all R-1 zoning requirements, including setbacks, frontage, and open space standards. The site plan includes two access roads connecting to 2425 N, designed to handle the projected traffic from 76 homes. The development also features a 1-acre park to meet the city's open space requirement of 5% of the total area.

The Planning Commission held public hearings on January 9 and January 23, 2025. During their meeting on February 13, 2025, the Planning Commission recommended denial of the rezone. Significant public comment was received during the public hearings, however, Mrs. MacDonald stated that it was likely that most of the comments were received by non-residents. Some of the key concerns raised included:

- Increased Traffic Concerns: Potential traffic congestion on 2425 North due to increased development.
- Loss of Agricultural Character: Concerns that smaller lot sizes would disrupt the area's agricultural feel.
- Infrastructure Concerns: Potential issues with stormwater management, irrigation, and the impact on existing infrastructure.

- **Inconsistent Planning:** Disappointment that the proposed lot sizes were smaller than previously envisioned in earlier plans as presented to Davis County when phase 1 was approved.
- **Fencing Concerns:** Potential impacts of fencing on property and safety concerns.
- **Lack of Agricultural Understanding:** Concerns that owners of smaller lots may not understand the proper care and management of farm animals, potentially leading to harm (e.g., feeding grass clippings to horses).
- **Safety Concerns:** Presence of open ditches, farm animals, and farm equipment on neighboring properties poses potential safety hazards, particularly for children who may be unfamiliar with these risks.

The Planning Commission's decision to deny the rezone request was largely based on the fact the infrastructure in the annexation area, including stormwater and road capacity, may not be adequate for projected development. The City needs to complete a comprehensive study to evaluate the existing infrastructure and determine its suitability for current and projected needs.

Mr. Davis explained to the Council the basic process of completing these studies, stating that there are two phases of infrastructure analysis: an initial assessment, estimated to take six months, to evaluate the capacity of existing stormwater and road systems, and a full study, requiring up to 10 months, to determine the infrastructure needed for build-out and the development's impact. The assessment will clarify whether current infrastructure (e.g., storm drain pipes and road widths) can support the additional load from 76 homes, while the full study will address long-term needs, such as potential road widening or storm drain expansions. Mr. Davis confirmed that sewer infrastructure is not a concern, as a new lift station is scheduled for completion by June 2026, ensuring capacity for the development. However, stormwater and traffic remain critical issues. The applicant, represented by Scott Carlson, expressed confidence in addressing infrastructure needs but acknowledged uncertainty about off-site conditions, such as downstream drainage capacity. The representative proposed a conditional rezone contingent on study outcomes, allowing flexibility to adjust the site plan if infrastructure upgrades (e.g., additional storm drain pipes or road widening) are required.

The Council discussed the proposed density and site plan, seeking clarity on whether the layout was acceptable independent of infrastructure concerns. Mr. Laws emphasized the importance of providing the applicant with feedback to avoid a scenario where a rezone denial based on infrastructure leads to a 12-month reapplication delay under city code, especially if the density is later deemed acceptable. Council Member Lee reiterated his understanding that the Parker Family has the right to sell their property and expressed support for the density of 2.19 units per acre, noting it aligns with the R-1 zone and the General Plan. Council Member Chatterton agreed, adding that the Parkers deserve to have some sort of decision made by the city, but would like to have the city do its studies to better understand the infrastructure needed to serve the project. Council Member Yarbrough stated that he is not in favor of the project, but acknowledged the inevitability of development, stating he would prefer to preserve open space but recognized the impracticality without purchasing the land. However, approval is contingent on infrastructure adequacy. Council Member Swenson raised concerns about increased traffic and safety, particularly for children, given the density's impact on road usage. She noted that some lots appeared larger, which could mitigate traffic concerns by spacing homes farther apart, but requested further review of access points, especially in cul-de-sac areas.

The general consensus of the Council was that the proposed density and conceptual site plan were acceptable, provided infrastructure studies confirm capacity. However, the Council was reluctant to approve the rezone without preliminary assessment results, citing the risk of approving a development that could overwhelm existing roads or drainage systems. The Council advised the applicant to decide whether to request a rezone decision now, risking denial due to infrastructure uncertainties, or to wait for the assessment (six months) or full study (10 months) to ensure compliance. Beverly Parker Bailey, representing the Parker Family, thanked the Council for the discussion and asked that they be given some time to determine how to best proceed.

Mr. Carlson, speaking on behalf of the Parker family, stated that he appreciated the Council's feedback on density and sought to avoid delays in the rezone process and proposed proceeding with the rezone contingent on infrastructure study outcomes, arguing that the sewer lift station's completion by June 2026 aligns with the study timeline, and no lots can be sold until sewer infrastructure is in place. He emphasized flexibility to adjust the site plan based on study findings, such as reducing lot counts if significant infrastructure upgrades are needed. However, Mr. Laws noted that a rezone approval transfers subdivision review to the Planning Commission and Staff, meaning the Council would lose oversight unless conditions are explicitly tied to the rezone.

The Council advised the applicant to decide whether to request a rezone decision now, risking denial due to infrastructure uncertainties, or to wait for completion of the infrastructure studies. Staff confirmed that they can essentially "pause" the process for this rezone request to await those studies and when ready, can resume the process with the next steps of a public hearing and decision. However, if they want to the Council to take action on this rezone request now, if it is denied, they would have to wait 12 months before being able to apply for a rezone and have to go through the whole process again. Beverly Parker Bailey,



representing the Parker Family, thanked the Council for the discussion and asked that they be given some time to determine how to best proceed.

#### **10. Other Items**

No other items were discussed.

The Administrative Session adjourned.



**WEST POINT CITY COUNCIL  
MEETING MINUTES  
WEST POINT CITY HALL  
May 6<sup>th</sup>, 2025**

**Mayor:**  
Brian Vincent  
**City Council:**  
Annette Judd, *Mayor Pro Tem*  
Jerry Chatterton  
Michele Swenson  
Brad Lee  
Trent Yarbrough  
**City Manager:**  
Kyle Laws

**General Session**

**7:00 PM**

Minutes for the West Point City Council General Session held on May 6<sup>th</sup>, 2025, at 7:00 PM with Mayor Brian Vincent presiding. This meeting was held at West Point City Hall and livestreamed for the public to view via Zoom. The livestream of the meeting was accessible to view by entering Meeting ID# 840 3636 6227 at <https://zoom.us/join> or by telephone at (669) 900-6833.

**MAYOR AND COUNCIL MEMBERS PRESENT:** Mayor Brian Vincent, Council Member Jerry Chatterton, Council Member Brad Lee, Council Member Trent Yarbrough, Council Member Michele Swenson, and Council Member Annette Judd

**EXCUSED:** None

**CITY EMPLOYEES PRESENT:** Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; and Casey Arnold, City Recorder

**EXCUSED:**

**VISITORS PRESENT:** PJ Roubinet, M. Ellsworth, Michelle Day, Manny Nistler, Leslie Clifton, Korey Kap, Nate Robertson, and Arnold Butcher. No sign-in is required for those viewing online.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer or Inspirational Thought** – Given by Council Member Yarbrough
4. **Communications and Disclosures from City Council and Mayor**

Council Member Yarbrough – None

Council Member Judd – None

Council Member Swenson – Shared updates on the Arts Council, announcing summer camps for children, including theater and music programs, and also that planning is underway for some fun activities for Party at the Point on July 4<sup>th</sup>. She encouraged participation in the parade, noting the Arts Council's efforts to lead a city float initiative, following last year's success.

Council Member Chatterton – None

Council Member Lee – None

Mayor Vincent – None

5. **Communications from Staff**

Mr. Laws stated that this month's Senior Lunch will be held on May 13 at City Hall. For the summer months, June – September, the Senior Lunch will be held at Loy Blake Park. He also noted a recent trip to San Francisco with Mr. Ryan Harvey and the Mayor to present for the City's bond rating, expressing optimism about the outcome. More information on the bond will be shared in a later item.

6. **Citizen Comment**

Michelle Day – West Point, UT: Reiterated her concerns about a future road shown in the Transportation Master Plan to go right through her property, and specifically expressed concerns about the Smith Ranches subdivision amendment, because it references in paragraph 4.4 that the developer shall be responsible for the “required eight foot landscape buffer and fence along the future 400 West Master Plan Road.” This confirms for her that, despite what she has been told numerous times that the “dotted line” representing this 400 West road “means nothing”, the road is an active part of the city’s future plans. She stated that she is a 28-year West Point resident and has raised her kids here and paid her taxes, and seeing it “in writing” that there are plans for a road through her property is a scary thing and she is worried about the future of her property and the life she has built here.

**7. Consideration of Approval of the Minutes from the January 7<sup>th</sup>, 2025 City Council Meeting**

Council Member Lee motioned to approve the January 7<sup>th</sup>, 2025 minutes

Council Member Swenson seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed

**8. Consideration of Approval of the Minutes from the February 4, 2025 City Council Meeting**

Council Member Yarbrough motioned to approve the February 4<sup>th</sup>, 2025 minutes

Council Member Judd seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed

**9. Consideration of Approval of the Minutes from the February 18, 2025 City Council Meeting**

Council Member Chatterton motioned to approve the February 18<sup>th</sup>, 2025 minutes

Council Member Swenson seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed

**10. Public Hearing Regarding: (a) The Issuance Of Sales And Franchise Tax Revenue Bonds Not To Exceed \$10,000,000; And (B) The Potential Economic Impact That The Improvements To Be Financed With The Proceeds Of Said Bonds Will Have On The Private Sector – Mr. Ryan Harvey**

Mr. Harvey presented the parameters for issuing Sales and Franchise Tax Revenue Bonds, Series 2025, which are not to exceed \$10 million, though anticipated at \$8.5 million after a \$2.5 million park impact fee down payment. The bonds, with a maximum 25-year maturity and 7% interest rate (likely 5–5.5%), will fund a partnership with the Davis School District to expand gymnasium space at the new junior high and add 10 acres of park space. Mr. Harvey recounted the San Francisco trip to meet with S&P rating agency and an insurance company to present the city’s finances to hopefully secure an A or A+ rating, potentially upgraded to AA with insurance, which will help reduce interest costs. The bond payments will primarily use park impact fees, avoiding property tax increases, though General Funds may supplement later years. Bonding for this has been discussed with the Council in many previous meetings, and the next part of the process is to hold a public hearing and gather resident input.

Mayor Vincent opened the public hearing.

Michelle Day – West Point, UT: Mrs. Day questioned the bond’s specifics, seeking clarity on what the \$8.5 million is funding, why the gymnasium expansion wasn’t planned and funded for to begin with, and who would really be benefitting from the multi-use space. She acknowledged the bond as nearly finalized but wanted more information on why the city is going into debt.

Council Member Judd motioned to close the public hearing

Council Member Chatterton seconded the motion.

In Favor: All

Opposed: None

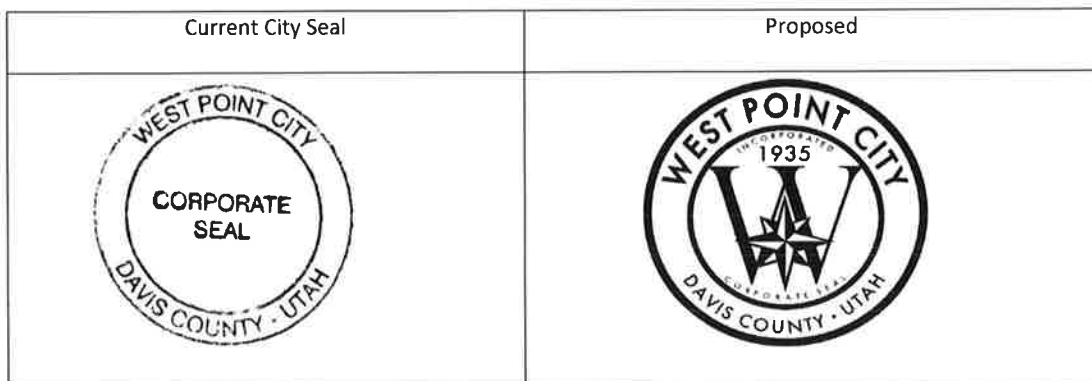
The Council unanimously agreed

Mayor Vincent stated that he is in his fourth year as Mayor, and the city has been planning and working on this project with the School District before his term began; it is something the city has been planning to do for many years. Mr. Laws explained that the bond funds will allow the city to double the gymnasium size in the new junior high school in partnership with the Davis School District, sharing costs for a larger recreational facility. The city will manage the space after 5:30 PM, allowing it to be utilized for recreational activities that directly benefit city residents, and it will also house recreational staff offices. The park will also have additional amenities for public use. It was further explained that the bond is funded by park impact fees from developers when new building permits are taken out, not resident’s property taxes. Council Member Chatterton noted similar successful partnerships at Centennial and Legacy Junior Highs, emphasizing cost efficiency.

No further action was taken, as the public hearing was for input only.

**11. Consideration of Approval of Ordinance No. 05-06-2025A, Amending WPCC 1.20.020 to Update the Official City Seal – Ms. Casey Arnold**

Ms. Arnold stated that the city seal is held by the City Recorder and used both as a stamp and as an imprint on official city documents, agendas, contracts, etc. The current City Seal has been in use for over 35 years and is quite outdated. Staff would like to propose a new design that incorporates the city’s “W” logo, and references the year West Point was incorporated. The current seal and proposed design are below:



The update requires an ordinance to amend the city code, and is proposed to be effective June 1, 2025, to allow time for ordering new embossers and stamps. Council Member Chatterton suggested bolding “Incorporated” for visibility, but Ms. Arnold noted that state statute doesn’t require it, and many cities omit it due to small text in embossers.

The Council supported the updated city seal design and had no further questions or concerns.

Council Member Chatterton motioned to approve Ordinance No. 05-06-2025A

Council Member Swenson seconded the motion.

Roll Call:

Council Member – Aye

Council Member – Aye

Council Member – Aye

Council Member – Aye

Council Member – Aye

In Favor: All

Opposed: None

The Council unanimously agreed.

**12. Consideration of Approval of Resolution No. 05-06-2025A, Approving 2025 Election Polling Locations & Vote Centers – Ms. Casey Arnold**

Ms. Arnold presented a resolution to approve polling locations and vote centers for the 2025 municipal election, as required by state code. The locations, consistent with prior years, include West Point City Hall and locations in surrounding cities throughout Davis County, which will be open on election day from 7 AM to 8 PM. Voters can cast ballots at any listed location, ensuring accessibility and convenience for voters.

The Council had no concerns.

Council Member Lee motioned to approve Resolution No. 05-06-2025A

Council Member Swenson seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed.

**13. Consideration of Approval of Resolution No. 05-06-2025B, Approving Amendment No. 6 to the Law Enforcement Services Contract with Davis County – Mr. Kyle Laws**

Mr. Laws presented an amendment to the multi-year law enforcement contract with the Davis County Sheriff's Office, explaining that each year the contract is amended to specify the new cost for the upcoming fiscal year. The original agreement outlines the services that are provided and states the expected cost of doing so for each fiscal year (up to FY28). The DCSO has allowed the City to gradually increase the budget to that full rate, and FY26 is the last year that a percentage discount will be applied. This amendment adjusts the pricing for FY2026 to the new rate, with a 15% discount, of \$755,195.23, which equates to a budget increase of \$149,164.91. The estimated price for FY26 was approximately \$920,000, and with the 15% discount, expected to be about \$782,000. However, the yearly amount is based on actual cost, which they have provided to be \$888,464.98. In FY27, the City will need to budget for the full expected cost of the services.

The Council thanked Sheriff Sparks and Lt. Bouche for their partnership and service they provide and had no further questions or concerns.

Council Member Chatterton motioned to approve Resolution No. 05-06-2025B

Council Member Yarbrough seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed

**14. Consideration of Approval of Resolution No. 05-06-2025C, Approving an Amendment to the Development Agreement for the Smith Ranches Subdivision – Mrs. Bryn MacDonald**

Mrs. MacDonald presented an amendment to the Smith Ranches subdivision development agreement, which corrects the basement depth language from "24 inches from top back of curb to top of footing" to "finished basement floor elevation" to ensure basements are above the frost line. The amendment also addresses a Bureau of Reclamation easement, allowing fill on wetlands via an encroachment agreement, and removes a landscaping requirement for wetland lots until their designation is lifted. The Council discussed the amendments in detail in the earlier Administrative Session and supported the clarifications, although emphasized the need for transparency with future homeowners regarding the easement and wetlands concerns.

Council Member Judd motioned to approve Resolution No. 05-06-2025C

Council Member Yarbrough seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed

**15. Consideration of Approval of Resolution No. 05-06-2025D, Approving a Cooperative Agreement with UDOT for Smith Ranches Subdivision – Mr. Boyd Davis**

Mr. Davis presented a cooperative agreement with UDOT for the Smith Ranches subdivision along 1800 North, which was also discussed earlier in tonight's Administrative Session. In summary, the agreement clarifies that each property owner (Smith family and UDOT for a park-and-ride lot) is responsible for constructing the infrastructure fronting their property. The city's obligation is to withhold building permits until infrastructure construction begins, aligning with standard practice. The Smith family will grant UDOT an access easement for the park-and-ride lot.

The Council had no further questions or concerns.

Council Member Chatterton motioned to approve Resolution No. 05-06-2025D

Council Member Judd seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed

**16. Consideration of Approval of Ordinance No. 05-06-2025A, Rezoning 13.61 Acres of Property at 12 N 2000 W from A-40 to the R-4 Zone – Mrs. Bryn MacDonald**

Mrs. MacDonald presented a rezone request for 13.61 acres at 12 N 2000 W, from A-40 to R-4, aligning with the General Plan's designation for higher-density residential use. The proposed site plan includes 72 single-family lots with a density of 5.29 units per acre (below the R-4 maximum of 6), with lot sizes meeting the 5,000 square foot minimum and widths of 50–52 feet. The plan includes stormwater detention on rear lot easements, maintained by homeowners, and CC&Rs mandating owner occupancy (with state law exceptions). Building elevations specify 1,800 square feet minimum for two-story homes, with architectural guidelines ensuring variety. The Planning Commission recommended approval after a public hearing, with one resident raising concerns about fencing and an irrigation ditch, which will be filled and fenced. The Council has discussed this rezone request in previous meetings and had no further questions or concerns. It was clarified that this request is not for the entire project, only the residential portion; the front 2.26 acres along 2000 West (shown as lots 1 and 2 below) is proposed to be C-C Commercial and subject to separate approval.

**a. Public Hearing**

No comments received.

Council Member Lee motioned to close the public hearing

Council Member Judd seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed

**b. Action**

Council Member Chatterton expressed concern about the density (5.29 units per acre) but noted buffering by surrounding subdivisions and commercial lots. Council Member Yarbrough supported the location for attainable housing, citing access to 2000 W. The Council confirmed the site plan's integration with the rezone, ensuring compliance.

Council Member Yarbrough motioned to approve Ordinance No. 05-06-2025B, with the associated site plan as submitted  
Council Member Judd seconded the motion.

Roll Call:

Council Member Swenson – Aye

Council Member Chatterton – Aye

Council Member Judd – Aye

Council Member Lee – Aye

Council Member Yarbrough – Aye

In Favor: All

Opposed: None

The Council unanimously agreed.

**17. Public Hearing Regarding: Rezone of 2.26 Acres of Property at 12 N 2000 W from R-2 & A-40 to the C-C Zone – Mrs. Bryn MacDonald**

Mrs. MacDonald presented a rezone request for 2.26 acres at 12 N 2000 W, from R-2 and A-40 to C-C (Community Commercial), comprising two lots (1.1 acres each) fronting 2000 W. The General Plan designates the area as commercial. A conceptual site plan for Lot 1 proposes a 16,000-square-foot, two-level building for medical or professional offices, with parking at the rear. Lot 2 lacks a site plan, but is likely to be similar. The Planning Commission recommended approval despite the Council's policy requiring site plans for rezones, anticipating oversight during the site plan process.

Mayor Vincent opened the public hearing.

Council Member Judd motioned to close the public hearing

Council Member Chatterton seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed.

Representing the applicant, Rick Scadden addressed the Council and urged approval of the rezone, emphasizing its importance for providing clarity and predictability to commercial developers. He argued that approving the C-C zoning would enable clients to make informed investment decisions with confidence, as zoning forms the critical foundation for architectural, financial, and operational planning. Rick highlighted that uncertainty in zoning could introduce risks, potentially stalling economic development. He stated that approving the rezone would promote stability, support economic growth, and ensure timely delivery of services and infrastructure, aligning with public and private priorities. He stated that he was excited to introduce a proposed Nielsen's Frozen Custard development for Lot 2, with a preliminary site plan. He expressed hope that the Council would consider the rezone to allow Nielsen's to begin the application and development process.

The Council acknowledged Mr. Scadden's submission of a preliminary site plan for Lot 2 during the discussion, but noted the lack of prior review. They expressed concern about deviating from the city's policy requiring detailed site plans for rezones and their preference to review both site plans (for Lot 1 and Lot 2) thoroughly before approving the rezone, to ensure alignment with city standards and oversight.

The item was on the agenda for only a public hearing and not final action. The Council will continue the discussion in future meetings as it considers approval.

**18. Consideration of Resolution No. 05-06-2025E, Accepting a Quit Claim Deed from WDG North Point, LLC – Mr. Boyd Davis**

Mr. Davis presented a resolution to accept a quitclaim deed from WDG North Point, LLC, for a small portion of 300 N at 2048 W, part of the North Point Commercial Center across from a 7-11. When recording the plat for the development it was discovered that one of their parcels goes to the center of the road and it was not shown on the plat. Rather than redoing the plat, the County Recorder's office has asked them to record a quit claim deed that will transfer the property in the road to the City. Mr. Davis explained that had

this property been shown on the plat, it would have already been transferred to the city as part of the normal process. Doing a quit claim deed will essentially have the same result.

The Council had no concerns.

Council Member Lee motioned to approve Resolution No. 05-06-2025E

Council Member Chatterton seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed

**19. Consideration of Resolution No. 05-06-2025F, Approving UDOT Purchase Offers of City Property for West Davis Highway – Mr. Boyd Davis**

Mr. Davis presented UDOT's offers to purchase three city parcels for the West Davis Highway. The city has been working closely with UDOT on this project and utility work is anticipated to begin later this year and road construction toward the end of next year. As part of the design process, three parcels have been identified that UDOT must purchase from the city to accommodate the highway. At the last meeting, the Council tabled approval of the purchase offers to wait until an appraisal was done on another property. Approximately 1.25-acres, that the city needs to purchase from UDOT for Cold Springs Road. We have since learned that this property will be transferred by UDOT to the City at no cost. In addition, UDOT will pay the prices offered for the three parcels, which are as follows:

Location	Area (Square Feet)	Offer per SF	Total Offer
Offer 1 – 200 South Drain	31,926 SF	\$2	\$ 63,900
Offer 2 – Public Works/Park	47,044 SF	\$4	\$188,400
Offer 3 – North side of 25 South Road	9,005	\$6	\$ 54,030

MR. Davis stated that the Council still has the option to pay for its own appraisal of the properties, but felt that the value would be unlikely to change significantly. The Council confirmed the fairness of the offers and the minimal impact selling these properties has on the city.

Council Member Swenson motioned to approve Resolution No. 05-06-2025F

Council Member Judd seconded the motion.

In Favor: All

Opposed: None

The Council unanimously agreed

**20. Consideration of Approval to Place the West Fields Subdivision on One-Year Warranty – Mr. Boyd Davis**

Mr. Davis presented a request to place the West Fields subdivision (4000 W, 800 N) on a one-year warranty. The developer has completed the landscaping along 800 N and has addressed all punch list items following inspection of the Public Works Inspector.

The Council had no questions or concerns.

Council Member Chatterton motioned to approve

Council Member Yarbrough seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

**21. Motion to Move into a Closed Session**



Council Member Swenson motioned to move into a closed session  
Council Member Lee seconded the motion  
In Favor: All  
Opposed: None  
The Council unanimously agreed.

**Closed Session**

**1. Motion to Open Closed Session**

Council Member Lee motioned to open the Closed Session  
Council Member Swenson seconded the motion  
In Favor: All  
Opposed: None  
The Council unanimously agreed

**2. Call to Order and Roll Call**

Mayor Brian Vincent called the May 6, 2025 Closed Session to order at 8:17 PM

Roll Call –

Mayor Brian Vincent  
Council Member Jerry Chatterton  
Council Member Annette Judd  
Council Member Michele Swenson  
Council Member Brad Lee  
Council Member Trent Yarbrough

Kyle Laws, City Manager  
Casey Arnold, City Recorder

**3. Closed discussion pursuant to UCA §52-4-205(1)(a): regarding an individual's character, professional competence, or physical/mental health**

**4. Motion to Adjourn the Closed Session and Enter the General Session**

Council Member Lee motioned to adjourn at 9:47 PM  
Council Member Swenson seconded the motion  
In Favor: All  
Opposed: None  
The Council unanimously agreed

**22. Motion to Adjourn the General Session**

Council Member Chatterton motioned to adjourn  
Council Member Yarbrough seconded the motion  
In Favor: All  
Opposed: None  
The Council unanimously agreed.



APPROVED THIS 1 DAY OF JULY, 2025:

  
BRIAN VINCENT, MAYOR

  
CASEY ARNOLD, CITY RECORDER

