



## WEST HAVEN CITY COUNCIL MEETING MINUTES

**July 2, 2025 6:00 P.M.**

City Council Chambers  
4150 South 3900 West, West Haven, UT 84401

Present:	
Rob Vanderwood	Mayor
Nina Morse	Councilmember
Carrie Call	Councilmember
Ryan Saunders	Councilmember
Kim Dixon	Councilmember
Shawn Warnke	City Manager
Emily Green	City Recorder
Amy Hugie	City Attorney
Stephen Nelson	Community Development Director
Edward Mignone	City Engineer
Excused:	
Ryan Swapp	Councilmember

### **5:00 Work Session – In City Council Chambers**

*NO ACTION CAN OR WILL BE TAKEN ON ANY CITY COUNCIL MEETING AGENDA ITEMS DISCUSSED DURING PRE-COUNCIL WORKSHOP - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION OF AGENDA ITEMS.*

### **MEETING TO ORDER: PRO TEM MORSE**

*Pro Tem Morse brought the meeting to order at 5:02 PM and welcomed those in attendance.*

### **REPORTS AND DISCUSSION AS FOLLOWS:**

#### **1. Discussion-Council Updates**

*Shawn Warnke gave an update on the timeline to convert our website over to a .gov.*

*City Council members thanked volunteers, the events committee, and staff for all their hard work on West Haven Days.*

#### **2. Presentation and Discussion-Park Impact Fee Impact Fee Facility Plan (IFFP) and Impact Fee Analysis (IFA)-Fred Philpot, LRB Consultants**

*Fred Philpot gave a presentation on Park Impact Fees*



## **WEST HAVEN UTAH**

PARKS & RECREATION: IFA & IFFP

JULY 2025

# AGENDA

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- ▣ **GENERAL IFFP AND IFA METHODOLOGY**
- ▣ **SERVICE AREA AND DEMAND DESCRIPTION**
- ▣ **GENERAL LOS DISCUSSION**
- ▣ **PARKS AND RECREATION IMPACT FEE**
- ▣ **NEXT STEPS**

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## INTRODUCTION TO IMPACT FEES

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- ▣ **BEFORE IMPOSING AN IMPACT FEE, EACH LOCAL POLITICAL SUBDIVISION OR PRIVATE ENTITY SHALL PREPARE:**



### IMPACT FEE FACILITIES PLAN (IFFP)

Identifies the demands placed upon the City's existing facilities by future development and evaluates how these demands will be met by the City. Outlines the improvements which are intended to be funded by impact fees.

### IMPACT FEE ANALYSIS (IFA)

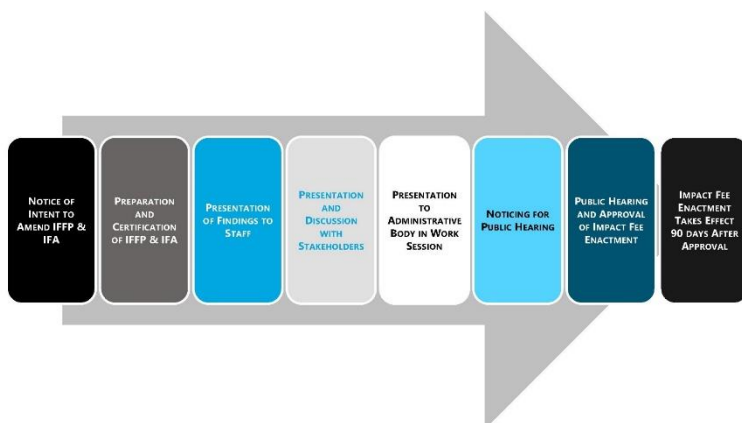
Proportionately allocates the cost of the new facilities and any excess capacity to new development, while ensuring that all methods of financing are considered.



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## IMPACT FEE PROCESS

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## CRAFTING A WORKING IFFP

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1. DETERMINE DEMAND
2. PROVIDE INVENTORY OF EXISTING FACILITIES
3. ESTABLISH EXISTING AND FUTURE LEVEL OF SERVICE
4. IDENTIFY EXISTING AND FUTURE CAPITAL FACILITIES NECESSARY TO SERVE NEW GROWTH
5. CONSIDER ALL REVENUE RESOURCES TO FINANCE SYSTEM IMPROVEMENTS

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## IMPACT FEE ANALYSIS

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1. ESTABLISH IFA METHODOLOGY
2. CONDUCT PROPORTIONATE SHARE ANALYSIS
3. IDENTIFY FUNDING MECHANISMS
4. ESTABLISH IMPACT FEE SCHEDULE

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## SERVICE AREA

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- All areas within the City Boundary

## DEMAND ANALYSIS

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- Impact fee based on existing and future population
- Growth rate from Census data projects population will reach approximately 33,840 residents by 2035 (an increase of 9,850 people)

# EXISTING FACILITIES

- Consists of all park acreage (less donations)
- Includes Improvements on park acreage
- Does not include buy-in to Community Center

# LEVEL OF SERVICE (LOS)

PARK TYPE	CITY FUNDED ACREAGE	PER 1,000 CAPITA	TOTAL VALUE	PER CAPITA
Combined	149.21	6.22	\$34,832,855	\$1,452

# FUTURE NEEDS

- Based on an Increase of 9,850 residents, the City will need to invest \$14.3M in future park land and amenities

TYPE OF IMPROVEMENT	POPULATION INCREASE IF FP HORIZON	NEW PARK ACRES NEEDED	LEVEL OF INVESTMENT	ESTIMATED FUTURE INVESTMENT
Parks and Recreation	9,850	61.27	\$1,452	\$14,302,327

## PROPORTIONATE SHARE ANALYSIS

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TYPE OF IMPROVEMENT	LOS PER 1,000	TOTAL COST PER ACRE	PER 1,000 POPULATION	TOTAL PER CAPITA
Combined	6.22	\$233,445	\$1,451,969	\$1,452
Professional Expense		\$10,850		\$1
ESTIMATE OF IMPACT FEE PER CAPITA				\$1,453

## PROPOSED FEES

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IMPACT FEE PER HH	PERSONS PER HH	LOS FEE PER HH	EXISTING FEE PER HH	% CHANGE
Average	3.23	\$4,693	\$2,068	
Single Family	3.62	\$5,260	\$2,144	145%
Multi-family	2.65	\$3,850	\$1,796	114%

## NEXT STEPS

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- ▣ **FINALIZE IFFP/IFA**
- ▣ **NOTICE FOR PUBLIC HEARING**
- ▣ **PUBLISH DOCUMENTS**
- ▣ **HOLD PUBLIC HEARING**

### 3. Discussion-Safety Concerns on the City's Trail System

Shawn Warnke said that we can post signage on the trail to make things safer for those using it.

Lt. Sean Endsley said they could ramp up enforcement on the roadway based off of the ordinance but not on the trails.

## **6:00 Regular City Council Meeting**

### 1. **MEETING BROUGHT TO ORDER:**

The Council met at their regularly scheduled meeting held in the Council Chambers.

Pro Tem Morse brought the meeting to order at 6:02 PM and welcomed those in attendance.

### 2. **OPENING CEREMONIES**

A. PLEDGE OF ALLEGIANCE

Councilmember Morse

B. PRAYER/MOMENT OF SILENCE

Councilmember Call

### 3. **PUBLIC PRESENTATION:** Resident(s) attending this meeting will be allotted 2 minutes to express a concern or ask a question about any issue that IS NOT ON THE AGENDA. No action can or will be taken on any issue(s) presented. *No one came up at this time.*

### 4. **UPCOMING EVENTS**

Senior Lunch Bunch

July 30, 2025

11:30 AM

Music Circle

July 28, 2025

7:00 PM

Councilmember Call said there will be an art workshop July 14, 2025 from 6:00 PM-8:00 PM.

### 5. **COUNCIL UPDATES**

Councilmember Dixon said the Historic Preservation Committee had a float in the parade and a booth as well.

Councilmember Saunders said that West Haven Days went great and thanked staff, City Council, and the events committee for their work.

### **\*\*\*AGENDA ACTION ITEMS\*\*\***

### 6. **ACTION ON CONSENT AGENDA**

A. CITY COUNCIL MINUTES

MEETING HELD

June 18, 2025

B. WEST HAVEN SPECIAL SERVICE DISTRICT

\$1,514,133.70

Inv.#032025

Councilmember Dixon made a motion to approve the consent agenda. Councilmember Call seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Morse
NAYS:	
RECUSED:	

### 7. **NOTICE-INCREASED PROPERTY TAX FOR CENTRAL WEBER SEWER DISTRICT**

Shawn Warnke read the truth and taxation notice from Central Weber Sewer District.

### 8. **ACTION ON PLANNING COMMISSION MEETING RECOMMENDATION(S)**

A. FINAL SITE PLAN APPROVAL-WALMART SUPERCENTER-APPROX. 4227 S MIDLAND DRIVE-WALMART, INC.

Stephen Nelson gave an overview of the project.

Councilmember Dixon asked when construction will start.

Spencer Hymas said they are eager to start and would like to in the fall.

**Councilmember Call made a motion** to approve the final site plan for the Walmart supercenter and fuel center at approximately 4227 S Midland Drive, finding that the design of the proposed site and buildings are compliant with the governing code when the following conditions are applied: UDOT approval is obtained for the proposed access from Midland Drive, necessary building permits are obtained before work commences. **Councilmember Saunders** seconded the motion.

<b>AYES:</b>	<b>Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Morse</b>
<b>NAYS:</b>	
<b>RECUSED:</b>	

9. **PRESENTATION AND DISCUSSION-AT THE MAYOR AND CITY COUNCIL’S ELECTION CONTINUATION OF ANY AGENDA ITEM FROM THE 5:00 WORK SESSION**

*There were no items to discuss.*

10. **ADJOURNMENT**

**Councilmember Dixon made a motion** to adjourn at 6:24 PM. **Councilmember Call** seconded the motion.

<b>AYES:</b>	<b>Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember</b>
<b>NAYS:</b>	
<b>RECUSED:</b>	

*Emily Green*

City Recorder

Date Approved: 7/16/25