

**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, AUGUST 5<sup>TH</sup>, 2025, AT THE CITY OFFICES**

*Invocation/Thought – Mark Preece; Pledge of Allegiance – Jenn Nielsen*

1. Approve Agenda.
2. Public Comment - Two minutes per person; five minutes if on behalf of a group.
3. Public Hearing – Proposal to Vacate Portion of Public Utility and Drainage Easement at 654 West 1300 North.
4. Ordinance 503-25 – An Ordinance Authorizing the City Mayor to Execute a Change in Easement Along the Southern Property Line at 654 West 1300 North.
5. Resolution 575-25 – A Resolution Authorizing the Execution of the Interlocal Cooperation Agreement Between Bountiful City and West Bountiful City for Dispatch Services.
6. Consider Award of Pavement Maintenance Services to Andersen Asphalt.
7. Meeting Minutes from June July 15<sup>th</sup>, 2025.
8. Staff Reports–Police, Public Works, Engineering, Admin & Community Development.
9. Mayor/Council Reports.
10. Closed Session, if necessary, for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
11. Adjourn.

*The above agenda was posted on the State Public Notice website ([Utah.gov/pmn](http://Utah.gov/pmn)), the city website ([WBCityut.gov](http://WBCityut.gov)), posted at city hall, and emailed to the Mayor and City Council on August 1<sup>st</sup>, 2025.*

Minutes of the West Bountiful City Council meeting held on **Tuesday, August 5<sup>th</sup>, 2025**, at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

**MEMBERS:** Mayor Kenneth Romney, Council members James Ahlstrom, Dell Butterfield, Kelly Enquist, Jenn Nielsen and Mark Preece

**STAFF:** Duane Huffman (City Administrator), Steve Maughan (Public Works Director), Steve Doxey (City Attorney), Kris Nielsen (City Engineer), and Remington Whiting (City Recorder)

**PUBLIC:** Alan Malan, Frank Yingst, Richmond Thornley, Julie Thompson, Sarah Roberts, David Ryan

**EXCUSED:** Brandon Erikson (Chief of Police)

Mayor Romney called the meeting to order at 7:31 pm. Mark Preece gave an Invocation, and the Pledge of Allegiance was led by Jenn Nielsen.

**1. Approve Agenda**

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

**2. Public Comment**

No Comment.

**3. Public Hearing – Proposal to Vacate Portion of Public Utility and Drainage Easement at 654 West 1300 North.**

Council member Enquist disclosed that this was his application to vacate an easement. Kris presented the application and stated that it would reduce the easements from 7.5 to 3 feet on the northern and western sides.

**MOTION:** *James Ahlstrom made a motion to open the Public Hearing - Proposal to Vacate Portion of Public Utility and Drainage Easement at 654 West 1300 North. Dell Butterfield seconded the motion which passed unanimously.*

No Comment.

**MOTION:** *James Ahlstrom made a motion to close the Public Hearing - Proposal to Vacate Portion of Public Utility and Drainage Easement at 654 West 1300 North. Dell Butterfield seconded the motion which passed by*

The vote was recorded as follows:

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

Dell Butterfield – Aye  
Jenn Nielsen – Aye

**4. Ordinance 503-25 – An Ordinance Authorizing the City Mayor to Execute a Change in Easement at 654 West 1300 North.**

**MOTION:** *Jenn Nielsen made a motion to adopt Ordinance 503-25 - An Ordinance Authorizing the City Mayor to Execute a Change in Easement at 654 West 1300 North. Mark Preece seconded the motion.*

The vote was recorded as follows:

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

Dell Butterfield – Aye  
Jenn Nielsen – Aye

**5. Resolution 575-25 – A Resolution Authorizing the Execution of the Interlocal Cooperation Agreement Between Bountiful City and West Bountiful City for Dispatch Services.**

Duane explained that the proposed agreement formalizes a longstanding partnership between West Bountiful and Bountiful City for emergency dispatch services. The history of dispatch services that have been provided to West Bountiful city was discussed.

**MOTION:** *Dell Butterfield made a motion to adopt Resolution 575-25 – A Resolution Authorizing the Execution of the Interlocal Cooperation Agreement Between Bountiful City and West Bountiful City for Dispatch Services. Kelly Enquist seconded the motion.*

The vote was recorded as follows:

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

Dell Butterfield – Aye  
Jenn Nielsen – Aye

**6. Consider Award of Pavement Maintenance Services to Andersen Asphalt.**

Duane explained that asphalt maintenance is the most cost-effective way to preserve roads throughout the city. Steve and Duane reviewed the proposed roads and treatments that were included in the packet. The procurement policy was discussed and why this qualified as a single source award as outlined in the staff memo.

**MOTION:**     *Mark Preece made a motion to the award of pavement maintenance services to Andersen Asphalt for \$149,480.90. Jenn Nielsen seconded the motion.*

The vote was recorded as follows:

James Ahlstrom – Aye

Dell Butterfield – Aye

Kelly Enquist – Aye

Jenn Nielsen – Aye

Mark Preece - Aye

#### 7. Meeting Minutes from July 15<sup>th</sup>, 2025.

**MOTION:**     *Kelly Enquist made a motion to approve the meeting minutes from July 15<sup>th</sup>, 2025. Dell Butterfield seconded the motion which PASSED by unanimous vote of all members presents.*

#### 8. Staff Reports

##### Public Works – Steve Maughan

- Water meter replacement process has begun. Crews started on Friday and worked through the weekend.
- 660 W project is progressing. Storm drain should be done this week. Working on landscape and a tentative pave date. The color of the rock that will be used for landscaping was discussed.
- 1100 W project is nearing completion. They are working on the fences, mailboxes and clean up. The landscaper should begin work this week.

##### Engineering – Kris Nilsen

- Working on construction management.
- Highgate 2 Subdivision has started construction.

##### Administration/Community Development – Duane Huffman

- Primary Election takes place next Tuesday.
- UDOT continues work on the I-15 expansion project. Property is beginning to be acquired such as the Holiday Inn Hotel and the gas stations on 400 N.
- The AtHome store is in the process of closing, unrelated to the UDOT project.
- Belmont Farms Phase 2A and 2B Development Agreement is in the works.

#### 9. Mayor/Council Reports

Ken Romney:

- Chief Erikson and Mayor Romney met with Davis County Animal Care to discuss some concerns regarding their dispatch. They recommended that their animal control section be dispatched through the sheriff's office.
- Handcarts Day parade was a success.
- Wasatch Integrated and South Davis Metro Fire are doing well.
- Thanked Steve and Kris for their work on 660 W and 1100 W

James Ahlstrom:

- Asked for Duane to continue reports on UDOT. Duane will invite UDOT to present to the council.

Dell Butterfield:

- South Davis Recreation Center meeting will take place next Monday.
- Planning commission has started discussions on detached ADUs.

Kelly Enquist:

- Arts Council meeting on Thursday.
- Finalizing Founders Day plans.

Jenn Nielsen

- YCC's first meeting will take place on August 14<sup>th</sup>. They are hoping to be on the agenda to be sworn in on the 19<sup>th</sup>.
- The Handcart Days parade was successful.
- Debriefing meetings for the 4<sup>th</sup> of July took place last month.
- Inviting residents to help with events for next year's 4<sup>th</sup> of July.

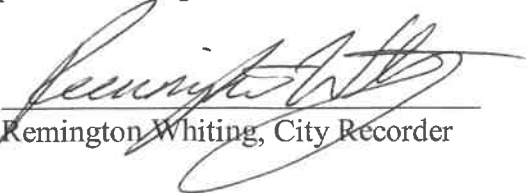
Mark Preece:

- Nothing to report.

## 10. Closed Session

**MOTION:**     *James Ahlstrom made a motion adjourn the meeting of the West Bountiful City Council. Jenn Nielsen seconded the motion which PASSED by unanimous vote of all members present.*

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*The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on August 19<sup>th</sup>, 2025.*

  
Remington Whiting, City Recorder