

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
Steve Maughan

THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A REGULAR MEETING AT 7:30 PM ON TUESDAY, SEPTEMBER 16th, 2025, 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. Proclamation Designating September 17-23, 2025, as Constitution week in West Bountiful.
4. Public Hearing – Proposal to Vacate Portion of Public Utility Easement and Drainage Easement at 667 West 1815 North.
5. Ordinance 505-25 – An Ordinance Authorizing the City Mayor to Execute a Change in Easement Along the Southern and Eastern Property Line at 667 West 1815 North.
6. Ordinance 506-25 – An Ordinance Amending the West Bountiful Municipal Code 17.24.050 Related to Rear Yard Setbacks in the R-1-10 Zone.
7. Consider Approval of UDOT Master Agreement – I-15 Project.
8. Consider Approval of Asset Management Agreement – Moreton Asset Management LLC.
9. Consider Approval of Purchase of Golf Netting System from JudgeNetting.
10. Monthly Finance Report.
11. Meeting Minutes from September 2nd, 2025.
12. Staff Reports – Police, Public Works, Engineering, Admin & Community Development.
13. Mayor/Council Reports.
14. Closed Session, if necessary, for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
15. Adjourn.

The above agenda was posted on the State Public Notice website (Utah.gov/pmn), the city website (WBCityut.gov), posted at city hall, and emailed to the Mayor and City Council on September 12th, 2025.

1 Minutes of the West Bountiful City Council meeting held on **Tuesday, September 16th, 2025**, at
2 West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

3
4 Those in attendance:

5
6 **MEMBERS:** Council members Dell Butterfield, Kelly Enquist, Jenn Nielsen and Mark
7 Preece

8
9 **STAFF:** Duane Huffman (City Administrator), Brandon Erekson (Chief of Police), Steve
10 Doxey (City Attorney), Kris Nielsen (City Engineer), Dallas Green (Golf Director), and
11 Remington Whiting (City Recorder)

12
13 **PUBLIC:** Alan Malan, Judy Barking, Belinda Barking, Sally Tanner, Rebecca Wheelwright,
14 Colleen Eggett, Richmond Thornley, Julie Thompson, Matt Brady, Sarah Roberts, Weston
15 Roberts, Simon Mortenson

16
17 **EXCUSED:** Mayor Kenneth Romney, Council member James Ahlstrom, Steve Maughan
18 (Public Works Director)

19
20 **Regular Meeting**

21
22 Mayor Pro-Tem Mark Preece called the meeting to order at 7:32 pm. Jenn Nielsen shared an
23 Inspirational Thought, and the Pledge of Allegiance was led by Kelly Enquist.

24
25 **1. Approve Agenda**

26
27 **MOTION:** *Dell Butterfield made a motion to approve the agenda. Kelly Enquist
28 seconded the Motion which PASSED by unanimous vote of all members
29 present.*

30
31 **2. Public Comment**

32
33 Dave Ryan – 425 N 660 W – Mr. Ryan expressed concern regarding mailboxes that were
34 displaced due to the 660 W project. He stated that the new mailboxes that were installed are
35 lesser quality than the original decorative mailboxes.

36
37 **3. Proclamation Designating September 17-23, 2025, as Constitution week in West
38 Bountiful.**

39
40 Christine Schultz presented herself and the Daughters of the American Revolution. She gave a
41 brief presentation on the constitution, its origin, and its importance. The organization
42 expressed appreciation to the city council and the community. An award was then presented to
43 the city council in recognition of outstanding work in upholding and promoting the ideals of
44 the constitution.

48 **MOTION:** *Kelly Enquist made a motion to approve the Proclamation September 17-23,*
49 *2025, as Constitution week in West Bountiful. Dell Butterfield seconded the*
50 *motion.*

52 The vote was recorded as follows:

53 Dell Butterfield – Aye Kelly Enquist – Aye
54 Jenn Nielsen – Aye Mark Preece – Aye

57 **4. Public Hearing – Proposal to Vacate Portion of Public Utility Easement and Drainage**
58 **Easement at 667 West 1815 North.**

60 Kris explained that Matthew and Whitney Brady submitted an application to reduce a portion
61 of the public utility easement and drainage easement along the rear (southern) and side
62 (eastern) property lines at 667 West 1815 North in order to build an accessory structure.

64 **MOTION:** *Jenn Nielsen made a motion to open the public hearing to discuss the*
65 *change of easement along the southern and eastern property lines at 667*
66 *West 1815 North. Kelly Enquist seconded the motion which passed by*
67 *unanimous vote of all members present.*

68 No public comment offered.

72 **MOTION:** *Kelly Enquist made a motion to close the public hearing to discuss the*
73 *change of easement along the southern and eastern property lines at 667*
74 *West 1815 North. Jenn Nielsen seconded the motion which passed by*
75 *unanimous vote of all members present.*

77 **5. Ordinance 505-25 – An Ordinance Authorizing the City Mayor to Execute a Change in**
78 **Easement Along the Southern and Eastern Property Line at 667 West 1815 North.**

81 Duane explained all of the vacate approval letters from the utility companies were received
82 except for one, and that any motion to approve should be contingent of the receipt of the final
83 release letter.

85 **MOTION:** *Jenn Nielsen made a motion to adopt Ordinance 505-25 – An Ordinance*
86 *Authorizing the City Mayor to Execute a Change in Easement Along the*
87 *Southern and Eastern Property Line at 667 West 1815 North pending the*
88 *approval of the final telecommunication release. Dell Butterfield seconded*
89 *the motion.*

91 The vote was recorded as follows:

92 Dell Butterfield – Aye Kelly Enquist – Aye
93 Jenn Nielsen – Aye Mark Preece – Aye

95 **6. Ordinance 506-25 – An Ordinance Amending the West Bountiful Municipal code**
96 **17.24.050 Related to Rear Yard Setbacks in the R-1-10 Zone.**

98 Duane presented the memo to the city council that included Sarah and Weston Robert's code
99 change application. He explained that the application requested to amend the current rear yard
100 setback for main structures from 30' down to 20' in the R-1-10 zone. He then reviewed
101 potential reasonings as to why setbacks exist. He then discussed the Planning Commission's
102 review and recommendation. The planning commission had unanimously voted to not forward
103 a positive recommendation of the original application but to amend a previous code from
104 January of 2025. This proposed code would allow for partial encroachment into the rear yard
105 setback with certain other requirements.

107 Sarah Roberts – The applicant addressed the council and explained why they had requested a
108 code change. She listed reasonings as to why residents would want to have more options for
109 structures in rear yards.

111 Alan Malan – Mr. Malan explained that the planning commission believed that the forwarded
112 recommendation had the least impact while allowing the applicant to build what they would
113 like.

115 **MOTION:** *Dell Butterfield made a motion to adopt Ordinance 506-25 – An Ordinance*
116 *Amending the West Bountiful Municipal code 17.24.050 Related to Rear*
117 *Yard Setbacks in the R-1-10 Zone. Jenn Nielsen seconded the motion.*

119 The vote was recorded as follows:

Dell Butterfield – Aye	Kelly Enquist – Aye
Jenn Nielsen – Aye	Mark Preece - Aye

123 **7. Consider Approval of UDOT Master Agreement – I-15 Project.**

125 Duane introduced the agreement and explained that it would cover the process for any
126 potential city utility relocations associated with the I-15 Expansion. He explained that
127 agreement would establish terms for when they impact those lines. Potential impacted lines
128 and their locations were discussed.

130 **MOTION:** *Kelly Enquist made a motion to approve the UDOT Master Agreement – I-*
131 *15 Project. Dell Butterfield seconded the motion and passed unanimously.*

134 **8. Consider Approval of Asset Management Agreement – Moreton Asset Management**
135 **LLC.**

137 Duane explained that this agreement would establish a relationship with Moreton Asset
138 Management to allow the invest of city funds in compliance with the Utah Money
139 Management Act and the recently adopted Investment Policy Statement. Councilwoman
140 Nielsen expressed concern about moving more than half of funds out of the PTIF. Duane
141 noted the proposed \$10 million could be adjusted and emphasized long-term benefits over

142 short-term gains. Councilman Butterfield supported diversifying funds. The Council discussed
143 tabling the agreement until the full Council is present.
144

145 **MOTION:** *Kelly Enquist made a motion to table the Asset Management Agreement.*
146 *Jenn Nielsen seconded the motion which passed unanimously.*
147

148 **9. Consider Approval of Purchase of Golf Netting System from JudgeNetting.**
149

150 Duane reported that the driving range netting will be replaced with new poles and extended
151 further east, as discussed and planned during budget development and adoption. The
152 installation timeline, temporary closure of the range, and modifying hole 9 to a shorter hole
153 during construction was discussed. The staff memo explained how the award complied with
154 the city's procurement policy.
155

156 **MOTION:** *Dell Butterfield made a motion to approve the purchase of Golf Netting*
157 *System from JudgeNetting \$323,000. Kelly Enquist seconded the motion.*
158

159 The vote was recorded as follows:
160

Dell Butterfield – Aye	Kelly Enquist – Aye
Jenn Nielsen – Aye	Mark Preece - Aye

162 **10. Monthly Financial Report.**
163

164 Duane presented the July Financial Report, noting that some revenues may need to be shifted
165 between fiscal years. He reported that sales tax revenues have been strong in recent months.
166

168 **11. Meeting Minutes from September 2nd, 2025**
169

170 **MOTION:** *Jenn Nielsen made a motion to approve the meeting minutes from*
171 *September 2nd, 2025. Kelly Enquist seconded the motion which PASSED by*
172 *unanimous vote of all members presents.*

173 **12. Staff Reports**
174

175 Police Department – Brandon Erekson

- 176 • Will be conducting police officer job interviews on Thursday of this week.
- 177 • Will conduct interviews for a part-time admin assistant and a crossing guard next week.

178 Engineering – Kris Nilsen

- 179 • 660 W project continues. Asphalt should be laid next week. Kris explained that the project
180 has taken longer than estimated due to the contractor being aggressive in his estimation.
- 181 • Currently reviewing Belmont Farms 2A application.
- 182 • Meeting with UDOT and UTA to discuss the impact on utilities from projects.

183 Administration/Community Development – Duane Huffman

- 184 • Contacted a group known as LTAP related to roads and traffic that will discuss ideas for 400
185 N and 800 W.
- 186 • Mayor and staff have a meeting with UDOT to discuss the Legacy project later this week.
- 187 • Submitted a RAP Tax information pamphlet to the printer.

- A design for Childs Park has been submitted and cost estimates are being worked on.
- A new draft of the administrative code enforcement will be presented at the next city council meeting.
- Reported that detached ADUs are being discussed at the legislature and there is a high probability that they will be addressed during the next legislative session.
- Steve and Duane met with Enbridge on 500 S to discuss median problems and the project timeline.

13. Mayor/Council Reports

Dell Butterfield:

- The planning commission has another code change application that is being reviewed related to building over easements.
- SD Rec Center meeting last Monday.

Kelly Enquist:

- September 15th is the typical slowdown for mosquitoes.
- West Nile Virus has been found in 58 different pools in Davis County.
- Thanked the council for attending the Founder's Day Celebration on September 13th.

Jenn Nielsen:

- YCC are making plans for the Trunk or Treat and will have their annual retreat on September 25th.

Mark Preece:

- South Davis Sewer District will meet on Thursday.

14. Adjourn

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

The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on October 7th, 2025.

~~Remington Whiting, City Recorder~~