

**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, DECEMBER 2<sup>ND</sup>, 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. Discuss Traffic Design Options to Improve Pedestrian Safety at 400 N 800 W.
4. Consider Purchase Approval for Police Vehicles and Public Works Vehicle.
5. Consider Resolution #557-25, A Resolution Amending the West Bountiful City Employment Policies and Procedure Manual Regarding Tuition Reimbursement.
6. Meeting Minutes from November 18<sup>th</sup>, 2025.
7. Staff Reports–Police, Public Works, Engineering, Admin & Community Development.
8. Mayor/Council Reports.
9. Closed Session, if necessary, for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
10. Adjourn.

*This agenda was posted on the State Public Notice website ([Utah.gov/pmnn](http://Utah.gov/pmnn)), the city website ([WBCityut.gov](http://WBCityut.gov)), posted at city hall, and emailed to the Mayor and City Council on November 26<sup>th</sup>, 2025.*

Minutes of the West Bountiful City Council meeting held on **Tuesday, December 2<sup>nd</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, Kelly Enquist, Jenn Nielsen and Mark Preece

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

**PUBLIC:** Richmond Thornley, Dawn Peterson, Breanne Martin, Simon Mortenson

**EXCUSED:** Councilmember Dell Butterfield

### Regular Meeting

Mayor Romney called the meeting to order at 7:31 pm. James Ahlstrom gave an invocation, and the Pledge of Allegiance was led by Kelly Enquist.

#### 1. Approve Agenda

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

#### 2. Public Comment

No Comment.

#### 3. Discuss Traffic Design Options to Improve Pedestrian Safety at 400 N 800 W.

Duane presented recommendations received from the Utah Local Technical Assistance Program related to pedestrian safety at the 400 N 800 W intersection.

Recommendations included the need to improve the sight triangle, adding retroreflective strips on sign posts, increasing painted stop bar width up to 24 inches, increasing speed enforcement presence (manual or automated), installing "STOP AHEAD" pavement markings, adding pedestrian warning signs, installing LED-enhanced stop signs, considering transverse rumble strips, implementing road diets or lane narrowing, and exploring raised intersection or raised crosswalk designs.

Duane presented examples of lane narrowing and raised crosswalks, and the Council specifically discussed narrowing the southeast corner of the intersection.

The Council requested that Duane further evaluate trimming trees to improve clear view, adding retroreflective strips on signposts, adding "STOP AHEAD" pavement markings, and

installing LED-enhanced stop signs. Staff will also begin design options for narrowing the intersection.

**4. Consider Purchase Approval for Police Vehicles and Public Works Vehicle.**

Duane recommended the purchase of two police service vehicles, including a 2026 Ford F-150 and a 2026 Ford Explorer Police Interceptor. The existing 2021 Ford F-150 and 2020 Ford Explorer will be disposed of at auction.

The purchase of a 2026 Chevrolet Silverado 3500HD for the Water Department was also recommended. The existing 2020 Chevrolet Silverado will be disposed of at auction.

**MOTION:**     *Mark Preece made a motion to approve the purchase for police vehicles for \$110,488 and a public works vehicle for 59,903.96. Kelly Enquist seconded the motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye  
Jenn Nielsen – Aye

Kelly Enquist – Aye  
Mark Preece – Aye

**5. Consider Resolution #557-25, A Resolution Amending the West Bountiful City Employment Policies and Procedure Manual Regarding Tuition Reimbursement.**

Duane reintroduced the West Bountiful Employment Policy and Procedure Manual Regarding Tuition Reimbursement. He explained that based on the direction from the city council during the last meeting, language on approved schools and the reimbursement limit were changed. He also showed a diagram of nearby cities and their tuition reimbursement amounts.

**MOTION:**     *Kelly Enquist made a motion to adopt Resolution #557-25, a Resolution Amending Employment Policies and Procedure Manual Regarding Tuition Reimbursement. James Ahlstrom seconded the motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye  
Jenn Nielsen – Aye

Kelly Enquist – Aye  
Mark Preece – Aye

**6. Meeting Minutes from November 18<sup>th</sup>, 2025**

**MOTION:**     *James Ahlstrom made a motion to approve the meeting minutes from November 18<sup>th</sup>, 2025, with corrections. Mark Preece seconded the motion which PASSED by unanimous vote of all members present.*

**7. Staff Reports**

Police Department – Brandon Erikson

- A crossing guard has applied and is in the background check phase.

Public Works – Steve Maughan

- Close to having all the new meters installed. Working now on the installation of antennas.
- The department has finished installing Christmas lights on the trees in front of City Hall.

Engineering – Kris Nilsen

- Working on getting reimbursement money from the county for the 1100 W sidewalk project.
- Keeping up with UDOT and UTA to review drainage.
- Staff is reviewing two subdivisions that will go before the planning commission in the coming months.

Administration/Community Development – Duane Huffman

- The poles for the new net at the golf course have been installed and the net is being fabricated. It should be finished sometime next week.
- Patrice and Duane working with auditors on finalizing the audit.
- Next Saturday there will be a training for newly elected officials.

## 8. Mayor/Council Reports

Kenneth Romney:

- Will be contacting members of the council for their upcoming council assignments.

James Ahlstrom:

- Nothing to address.

Kelly Enquist:

- The Arts Council has requested that we turn on the Christmas lights at the bowery.
- Arts council will not meet again until January.
- Mosquito Abatement will hold a public hearing to discuss the tax increase.

Jenn Nielsen:

- Christmas on Onion Street will take place next Saturday. Santa and the fire truck were discussed along with the possibility of inclement weather.

Mark Preece:

- Sewer Board District Meeting this week.
- Bonds for the Northern plant will go on sale on the 4<sup>th</sup> of December.

## 9. Adjourn

**MOTION:**     *Jenn Nielsen made a motion to go into closed session to discuss the character, professional competence, or mental health of an individual in the police training room and to have the adjournment of that meeting be the adjournment of the regular meeting. Kelly Enquist seconded the motion which PASSED.*

The vote was recorded as follows:

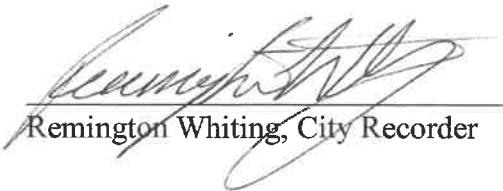
James Ahlstrom – Aye

Jenn Nielsen – Aye

Kelly Enquist – Aye

Mark Preece – Aye

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141 *The foregoing was approved by the West Bountiful City Council by unanimous vote of all members*  
142 *present on December 16<sup>th</sup>, 2025.*

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Remington Whiting, City Recorder

## WEST BOUNTIFUL CITY

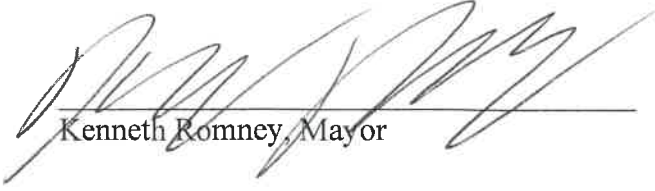
### Statement Regarding Closed Meeting of City Council December 2<sup>nd</sup>, 2025

STATE OF UTAH     )  
                                  : ss.  
COUNTY OF DAVIS)

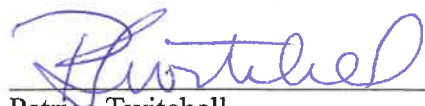
I, Kenneth Romney, hereby affirm as follows:

1. I am the Mayor of West Bountiful City, and make the following averments based on personal knowledge.
2. I presided at a duly noticed meeting of the West Bountiful City Council on December 2<sup>nd</sup>, 2025.
3. Upon motion and a unanimous vote, the City Council moved into closed session, for the purpose of discussing the character, professional competence, or physical or mental health of an individual, pursuant *Utah Code Ann. § 52-4-205(1)(a)*.
4. Upon conclusion of that discussion, the Council adjourned its open meeting.

DATED December 2<sup>nd</sup>, 2025.

  
Kenneth Romney, Mayor

SUBSCRIBED AND SWORN TO before me this 2 day of Dec, 2025.

  
Patrice Twitchell,  
Notary Public

