



WEST HAVEN CITY COUNCIL AGENDA

AMENDED

January 7, 2026 6:00 P.M.
City Council Chambers
4150 South 3900 West, West Haven, UT
84401

NOTICE IS HEREBY GIVEN THAT ON **January 7, 2026** THE COUNCIL OF WEST HAVEN CITY WILL HOLD THE FOLLOWING PUBLIC MEETING: **5:00 PM: COUNCIL WORK SESSION AND 6:00 PM: REGULAR WEDNESDAY CITY COUNCIL MEETING**. JOIN US DIGITALLY FOR THE WORK SESSION AND COUNCIL MEETING AT [HTTPS://US06WEB.ZOOM.US/J/81581435918](https://us06web.zoom.us/j/81581435918). WATCH LIVE AT [HTTP://WWW.YOUTUBE.COM/@CITYOFWESTHAVENUTAH4030](http://www.youtube.com/@CITYOFWESTHAVENUTAH4030).

6:00 Regular City Council Meeting

1. MEETING CALLED TO ORDER: Mayor Vanderwood
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.
4. UPCOMING EVENTS

Oil Painting Classes	January 12, 2026	6:00 PM
Music Circle-The Barn	January 26, 2026	7:00 PM
Senior Lunch Bunch	January 28, 2026	11:30 AM
Music Circle-The Barn	January 26, 2026	7:00 PM

5. COUNCIL UPDATES

*****AGENDA ACTION ITEMS*****

6. ACTION ON CONSENT AGENDA
A. CITY COUNCIL MINUTES MEETING HELD December 17, 2025
7. PUBLIC HEARING-FOR THE PURPOSE OF RECEIVING PUBLIC INPUT ON AN ORDINANCE REPEALING THE CODIFICATION OF THE GENERAL PLAN
8. ACTION ON ORDINANCE 01-2026-REPEALING THE CODIFICATION OF THE GENERAL PLAN
9. DISCUSSION AND POSSIBLE ACTION-RIVERDALE CITY'S PROPOSAL TO PARTICIPATE IN FUNDING SENIOR SERVICES
10. ACTION ON RESOLUTION 01-2026-AWARDING A BID FOR THE 2025 SLOUGH MAINTENANCE PROJECT
11. ADVICE & CONSENT OF: CITY RECORDER APPOINTMENT-SUBMITTED BY MAYOR VANDERWOOD
12. CITY COUNCIL APPOINTMENTS
13. PRESENTATION-APPOINTMENT PROCESS POLICY
14. ADJOURNMENT

Emily Green

Emily Green, City Recorder

In compliance with the Americans with Disabilities Act, persons needing special accommodations, including auxiliary communicative aids and services, for this meeting should notify the city recorder at 731-4519 or by email: emilyg@westhavenut.gov at least 48 hours in advance of the meeting.

CERTIFICATE OF POSTING

The undersigned, duly appointed city recorder, does hereby certify that the above notice and agenda has been posted in the West Haven City Recorder's office; at the West Haven City Complex on the Notice Board and at westhavenut.gov; emailed to the Standard-Examiner with a request that it be posted in their Wednesday night meeting section; mailed and emailed to the West Haven City Mayor and each West Haven City Council Member who has email capacity and to the city attorney



WEST HAVEN CITY COUNCIL MEETING MINUTES

December 17, 2025 6:00 P.M.

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

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

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: MAYOR VANDERWOOD

REPORTS AND DISCUSSION AS FOLLOWS:

1. Discussion-Elected Officials and City Manager Updates

Shawn Warnke said there have been safety concerns for our crossing guard on 4700 W and 4000 S near Quest Academy. He said they met with Utah Department of Transportation to help. He said we are planning on setting up another crossing guard on this intersection.

Edward Mignone said that Utah Department of Transportation did acknowledge there is a software issue with the lights.

Mayor Vanderwood said that the City had a meeting with speaker Schultz to discuss the population estimate results we received and how to rectify the issues with it.

2. Discussion-Parks, Storm Drain, and Transportation Impact Fee IFFP & IFA

Joe Parrin said they did a mini master plan for the transportation plan.

3. Presentation-Giving Box-Leslie Saunders

Leslie Saunders gave a presentation on doing a giving box in the city.

City Council asked her to create a plan for a Giving Box.

6:00 Regular City Council Meeting

1. MEETING BROUGHT TO ORDER:

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

Mayor Vanderwood brought the meeting to order at 6:03 PM and welcomed those in attendance.

2. OPENING CEREMONIES

A. PLEDGE OF ALLEGIANCE

Councilmember Swapp

B. PRAYER/MOMENT OF SILENCE

Councilmember Dixon

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**
- | | | |
|--------------------------------------|-------------------|----------|
| Music Circle-The Barn | December 22, 2025 | 7:00 PM |
| Special Swearing In Ceremony Meeting | January 5, 2026 | 6:30 PM |
| Music Circle-The Barn | January 26, 2026 | 7:00 PM |
| Senior Lunch Bunch | January 28, 2026 | 11:30 AM |

Councilmember Call said the Art's Council will be doing oil painting classes January 12, 2026 at 6:00 PM.

5. **COUNCIL UPDATES**

Mayor Vanderwood said there was a wonderful Senior Lunch Bunch today where Department Heads and the City Manager attended.

*****AGENDA ACTION ITEMS*****

6. **ACTION ON CONSENT AGENDA**

A. CITY COUNCIL MINUTES

MEETING HELD

December 3, 2025

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

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

7. **ADVICE & CONSENT OF: ONE (1) PLANNING COMMISSION MEMBER APPOINTMENT-Submitted by Mayor Vanderwood** To fill one, 4-year term. The term will be from January 1, 2026 thru December 31, 2029

Mayor Vanderwood presented Jennifer Streker.

Councilmember Morse made a motion to give advice and consent to appoint Jennifer Streker to Planning Commission. **Councilmember Call** seconded the motion.

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

8. **ADVICE & CONSENT OF: ONE (1) HISTORIC PRESERVATION COMMITTEE MEMBER APPOINTMENT-Submitted by Mayor Vanderwood** To fill one, 3-year term. The term will be from January 1, 2026 thru December 31, 2028

Mayor Vanderwood presented Richards Watkins.

Councilmember Saunders made a motion to give advice and consent to appoint Richard Watkins to the Historic Preservation Committee. **Councilmember Dixon** seconded the motion.

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

9. **ADVICE & CONSENT OF: ONE (1) PARKS AND TRAILS COMMITTEE MEMBER APPOINTMENT-Submitted by Mayor Vanderwood** To fill one, 3-year term. The term will be from January 1, 2026 thru December 31, 2028

Mayor Vanderwood presented Lindsey Sorrentino.

Councilmember Dixon made a motion to give advice and consent to appoint Lindsey Sorrentino to the Parks and Trails Committee. **Councilmember Morse** seconded the motion.

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

10. **ADVICE & CONSENT OF: ONE (1) ARTS COUNCIL COMMITTEE MEMBER APPOINTMENT-Submitted by Mayor Vanderwood** To fill one, 2-year term. The term will be from January 1, 2026 thru December 31, 2027

Mayor Vanderwood presented Mike Gardiner.

Councilmember Morse made a motion to give advice and consent to appoint Mike Gardiner to the Arts Council.
Councilmember Call seconded the motion.

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

11. **ADVICE & CONSENT OF: SIX (6) COMMUNITY EVENTS COMMITTEE MEMBER APPOINTMENT-Submitted by Mayor Vanderwood** To fill six, 3-year term. The term will be from January 1, 2026 thru December 31, 2028

Mayor Vanderwood presented Vadawn Kelley, Clarence Kelley, Jeff Reed, Cira Price, Adam Price, and James Jenson.

Councilmember Call made a motion to give advice and consent to appoint Vadawn Kelley, Clarence Kelley, Jeff Reed, Cira Price, Adam Price, and James Jenson. **Councilmember Morse** seconded the motion.

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

12. **ADVICE & CONSENT OF: ONE (1) BEAUTIFICATION COMMITTEE MEMBER APPOINTMENT-Submitted by Mayor Vanderwood** To fill the remainder of one, 3-year term. The term will be from December 17, 2025 thru December 31, 2027

Mayor Vanderwood presented Randy Hightower.

Councilmember Dixon made a motion to give advice and consent to appoint Randy Hightower to the Beautification Committee. **Councilmember Saunders** seconded the motion.

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

13. **ADVICE & CONSENT OF: ONE (1) YOUTH COUNCIL ADVISOR APPOINTMENT-Submitted by Mayor Vanderwood** To fill one, 3-year term. The term will be from January 1, 2026 thru December 31, 2028

Mayor Vanderwood presented Crystal Yemane.

Councilmember Morse made a motion to give advice and consent to appoint Crystal Yemane as a Youth Council Advisor.
Councilmember Dixon seconded the motion.

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

14. **ADVICE & CONSENT OF: ONE (1) WEST HAVEN SPECIAL SERVICE DISTRICT BOARD MEMBER APPOINTMENT-Submitted by Mayor Vanderwood** To fill the remainder of one, 4-year term. The term will be from January 1, 2026 thru December 31, 2028

Mayor Vanderwood presented James Jenson as the Planning Commission representative.

Councilmember Saunders made a motion to give advice and consent to appoint James Jenson to the West Haven Special Service District board member. **Councilmember Morse** seconded the motion.

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

15. **ACTION ON PLANNING COMMISSION MEETING RECOMMENDATION(S)**

A. ACTION ON ORDINANCE 13-2025-REZONE FROM A-1 AND A-2 TO R-2-2700 W 2800 S (PARCEL #150960020 AND PART OF 150960021)-PAUL DONALDSON

Jared Payne said it is a 40 acre site with a lot of wetlands in it. He said there is an elevated side about 12 feet above the rest that they are going to use for development. He said the water is mostly channeled and they are looking to get a safe ingress and egress to help with traffic concerns.

Councilmember Call asked why they presented a concept plan that is outside the ordinance.

Mr. Payne said they control both properties and there is an egress to the north and on the north side there is an egress out to the west where they can come back across for the second access. He said in the spring time they will go through the mitigation process and find out what is for sure wetlands. He said that they do allow you to use a quarter acre to develop and they may use that for the access depending on the mitigation process.

Mayor Vanderwood asked if there is a trail that runs along the canal. He expressed concern that there are too many homes and that would not allow for buffering.

Stephen Nelson said there is a trail along the backside of the property.

Mr. Payne said they plan on doing 17000 square feet for buffering.

Councilmember Saunders asked if they are going back across the wetlands for the road.

Mr. Payne said yes and they will disrupt it as little as possible.

Councilmember Morse made a motion to adopt ordinance 13-2025 the Donaldson Rezone Application, Parcels: #150960020 and a portion of 150960021, within the provided legal description, located at 2700 W 2800 S, West Haven, finding the applications request to rezone from A-2 and A-1 to R-2 conforms with the General Plan, conditions upon the applicant recording a boundary adjustment to match the proposed zoning boundary. **Councilmember Dixon** seconded the motion.

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

B. FINAL SITE PLAN APPROVAL-GRAND HAVEN ASSISTED LIVING FACILITY-3448 S 3500 W (PARCEL #08-029-0078)-JUSTIN NIELSEN, STILLWATER CONSTRUCTION

Councilmember Saunders asked how much larger the facility is than before.

Stephen Nelson said it is 7000 square feet more.

Councilmember Dixon asked how many units.

Mr. Nielsen said there are 82 units.

Mayor Vanderwood asked what the plans are for the other portion of the property.

Mr. Nielsen said they may in the future ask for independent living and memory care centers, but it is really dependent on the need in the industry.

Councilmember Saunders made a motion to give final site plan approval for the Grand Haven Assisted Living project at approximately 3448 South 3500 West, finding that the design of the proposed site and buildings are compliant with the applicable code when the following conditions of approval are applied: The sign depicted on the site plan shall be corrected so that it is no larger than 32 square feet and no taller than 6 feet before the issuance of any construction permits.

Councilmember Morse seconded the motion.

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

16. **ACTION ON RESOLUTION 59-2025-ESTABLISHING THE ANNUAL MEETING SCHEDULE FOR CITY COUNCIL FOR 2026**

Councilmember Dixon made a motion to adopt resolution 59-2025. **Councilmember Swapp** seconded the motion.

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

17. **ACTION ON RESOLUTION 60-2025-APPOINTING A CERTIFIED RECORDS OFFICER**

Councilmember Call made a motion to adopt resolution 60-2025. **Councilmember Morse** seconded the motion.

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

18. **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 at this time.

19. **ADJOURNMENT**

Councilmember Morse made a motion to adjourn at 6:48 PM. **Councilmember Saunders** seconded the motion.

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

Emily Green

City Recorder

Date Approved:

STAFF REPORT

TO: Mayor, City Council, and City Manager

FROM: Amy Hugie, City Attorney

DATE: December 31, 2025

SUBJECT: Amend West Haven City Code to Repeal Codification of the General Plan



The following staff report discusses the need to amend a section of the City Code regarding the codification of the General Plan:

Background

Staff found an issue regarding that the General Plan was codified into the City Code when the recodification took place several years ago. This should not have happened. Several years ago during the recodification of the City Code, American Legal requested that all ordinances be sent to them for the recodification, which was done. The last adoption of the General Plan occurred by ordinance and was sent to American Legal. It was included in the recodification and was not caught by anyone until recently. The General Plan is a policy/advisory document that does have some legal ramifications, but those are far different than the codification of ordinances which are not advisory documents.

The General Plan should have been passed by resolution, which is what will happen with the new General Plan that the City is working on. However, at this time, the City Council needs to vote to repeal the codification so that the General Plan can more effectively operate as a policy/advisory document. This is not a repeal of the General Plan itself, and I made sure to put that emphasis in the proposed ordinance.

The Community Development Director has also been consulted about this issue and reviewed this ordinance and had no further suggestions.

Recommendation

The recommendation by Staff is that the City Council vote to approve this ordinance that repeals the codification of the City Code.

ORDINANCE NO. 01-2026

AN ORDINANCE OF WEST HAVEN CITY, UTAH, REPEALING THE CODIFICATION OF THE GENERAL PLAN; MAKING CERTAIN AND NECESSARY LANGUAGE CHANGES TO THE CITY CODE TO EFFECT THOSE CHANGES; AND ESTABLISHING AN EFFECTIVE DATE FOR THOSE CHANGES.

Section 1. Recitals:

WHEREAS, West Haven City (herein “City”) is a municipal corporation duly organized and existing under the laws of the State of Utah; and,

WHEREAS, in conformance with UCA § 10-3-707, the governing body of the City may revise, codify, and compile from time to time and to publish in book, pamphlet, or loose leaf form all ordinances of the municipality of a general and permanent character and to make such changes, alterations, modifications, additions, and substitutions as it may deem best; and,

WHEREAS, West Haven City has adopted and promulgated City ordinances and rules regarding codification of the West Haven City General Plan (herein “City General Plan”) as Chapter 150 – GENERAL PROVISIONS, Section 150.01 – GENERAL PLAN ADOPTED BY REFERENCE of the West Haven City Code (herein “City Code”); and

WHEREAS, the City General Plan is a legally required, long-range policy document outlining the City's vision for future growth, development, and quality of life; guiding land use, housing, transportation, and public services over a long range; and serves as an advisory guide for officials when making ordinances and land use development decisions; and

WHEREAS, the City staff has found that it is inappropriate for the City General Plan to be codified in the City Code because of the policy and advisory nature of the General Plan, and because it is not a regulatory document; and

WHEREAS, for consistency with policies, the City Council finds that it is necessary to repeal the codification of the West Haven General Plan to remove the specific reference in Section 150.01 to the City General Plan from the City Code, but the City Council is specifically not repealing the City General Plan itself; and

WHEREAS, the City Council finds that the City now wishes to have certain changes to the City Code be made; and,

WHEREAS, the City Council finds that the public convenience and necessity, public safety, health, and welfare is at issue in this matter and requires action by the City as noted above;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST HAVEN CITY, UTAH that:

1. The codification of the City General Plan shall be repealed, and thus the West Haven Code Section 150.01 – GENERAL PLAN ADOPTED BY REFERENCE shall be repealed in its entirety.
2. The heading “West Haven Code Chapter 150 – GENERAL PROVISIONS” shall remain with a “[RESERVED]” note next to it to allow for future possible use.
3. The West Haven City General Plan has not been repealed, is reaffirmed by the City Council, and continues to function as the City’s governing policy document.
4. The foregoing Recitals are fully incorporated herein.

Section 2. Repealer of Conflicting Enactments:

All orders, ordinances, and resolutions regarding the changes herein enacted and adopted which have heretofore been adopted by the City, or parts thereof, which conflict with the provisions of this Ordinance, are, for such conflict, repealed, except this repeal shall not be construed to revive any act, order or resolution, or part thereof, heretofore repealed.

Section 3. Prior Ordinances and Resolutions:

The body and substance of any prior Ordinances and Resolutions, together with their specific provisions, where not otherwise in conflict with this Ordinance, are reaffirmed and readopted.

Section 4 - Savings Clause:

If any provision of this Ordinance shall be held or deemed to be or shall be invalid, inoperative, or unenforceable for any reason, such reason shall not render any other provision or provisions invalid, inoperative, or unenforceable to any extent whatever, this Ordinance being deemed to be the separate independent and severable act of the City Council of West Haven City.

Section 5 - Date of Effect:

BE IT FURTHER ORDAINED this Ordinance will become effective on the 7th day of January 2026 and after publication or posting as required by law.

DATED this 7th day of January 2026.

WEST HAVEN, a municipal corporation

by: _____
Mayor Rob Vanderwood

Attested and Recorded

Emily Green, City Recorder

Mayor Rob Vanderwood
Councilmember Carrie Call
Councilmember Kim Dixon
Councilmember Nina Morse
Councilmember Ryan Saunders
Councilmember Ryan Swapp

[illegible]

RECORDER'S CERTIFICATION

STATE OF UTAH)
 : ss.
County of Weber)

I, EMILY GREEN, the City Recorder of West Haven, Utah, in compliance with UCA §10-3-713 and UCA §10-3-714 do hereby certify that the above and foregoing is a full and correct copy of **Ordinance No. 01-2026, entitled “AN ORDINANCE OF WEST HAVEN CITY, UTAH, REPEALING THE CODIFICATION OF THE GENERAL PLAN; MAKING CERTAIN AND NECESSARY LANGUAGE CHANGES TO THE CITY CODE TO EFFECT THOSE CHANGES; AND ESTABLISHING AN EFFECTIVE DATE FOR THOSE CHANGES,”** adopted and passed by the City Council of West Haven, Utah, at a regular meeting thereof on January 7, 2026 which appears of record in my office, with the date of posting or publication being January 7, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this 7th day of January 2026.

Emily Green
City Recorder

(city seal)



Shawn Warnke
West Haven City Manager
4150 S 3900 W.
West Haven, UT 84401

Dear Shawn,

I hope this message finds you well. I am writing to you at the request of my City Council and on behalf of the Riverdale Senior Center to discuss a partnership opportunity that would benefit both our organizations and, most importantly, the senior residents we serve. This will likely be the first of a number of changes we will be making at our Senior Center.

As you may know, your residents make meaningful use of our senior center facilities. Over the past year, we have recorded a number of visits from West Haven residents, demonstrating strong interest and reliance on the programs and services we provide. We value their participation and want to ensure they continue to have consistent access.

To continue delivering high-quality services, we are introducing a membership fee structure. We are offering different price memberships based on residency status. To ensure residents from neighboring cities can access the same membership rate as our own residents, we are proposing a cost-share partnership with your city.

Partnership Proposal

- Your city may purchase membership vouchers for your residents at 50% of our membership fee. (matching what our residents pay out of pocket)
- Eligible residents may obtain these vouchers from your office at 50% of the fee and redeem them at our senior center.
- Once vouchers are redeemed, our center will invoice Farr West for the remaining 50% of the membership fee.
- This process allows your residents to pay the same rate as our own residents, while your city covers the supplemental amount to support their access.

Why This Matters

This cost-sharing model creates a cooperative framework that benefits all parties:

- Residents receive affordable access to vital programs promoting health, socialization, and well-being.

- The city contributes to the quality of life of its seniors in a fiscally responsible manner.
- Our senior center can continue providing consistent, high-quality services to a growing regional population.
- We truly believe this partnership is an opportunity to jointly support an important segment of our community while managing costs effectively.

I have asked our Community Services Director, Rich Taylor, to facilitate this program. We would welcome the chance to discuss this proposal further and answer any questions you may have. Please feel free to reach him at 801-621-6084 or rtaylor@riverdaleutah.gov.

Thank you for your time, your service to your community, and your consideration of this collaborative effort.

Sincerely,



Steve Brooks
Riverdale City Administrator
4600 S. Weber River Dr.
801-394-1244
sbrooks@riverdaleutah.gov

Shawn,
Your mayor has already been in
contact with us so we are good. I
sent you a letter just so you were
included -
Steve

STAFF REPORT

TO: Shawn Warke, City Manager
FROM: John Wallace, Public Works Director
Ed Mignone, City Engineer
DATE: December 22, 2025
SUBJECT: Recommendation of Contract Award
2025 Slough Maintenance Project



Background

The City is divided into six (6) drainage basins, primarily based on the particular sloughs or other channels that collect runoff from the area and ultimately discharge to a stormwater outfall. Preserving and maintaining the sloughs for existing and future storm drainage is essential, as replacing the sloughs with a piped storm drainage system capable of conveying the 100-year storm event is unfeasible due to cost and topography. Over time, sediment deposits and vegetation growth in the sloughs diminish the channel's capacity. Regular maintenance and dredging of the channels are critical to maintaining flow capacity and preventing flooding.

This type of activity requires a Stream Alteration Permit from the state for each slough. Work must be performed using an excavator and track hoe from the bank and not within the slough channel. Excavated material cannot be reintroduced into the flow and must be hauled off. Excavated materials may be temporarily placed on the bank and removed with a loader or other equipment.

The City has prepared a multi-year maintenance plan, detailed in the FY2026 budget memo. The scope of the 2025 Slough Maintenance Project included approximately 2430 linear feet of Hooper Slough. From the heavy rains experienced in August, approximately 2050 linear feet of the Howard Slough was raised in priority to base bid. The Howard Slough was listed as an alternate bid.

Gardner Engineering prepared the plans and specification package on behalf of the City and advertised for bids. The bid opening was held on December 18, 2025 City Hall. Seven (7) bids were received.

Each bid package was evaluated in terms of being responsive to the bid requirements and responsible in terms of meeting qualifications and experience. All bids were deemed responsive and responsible and ranked. A full bid summary is attached. The top three (3) bids were:

<u>Company</u>	<u>Base Bid</u> <u>(Howard Slough)</u>	<u>Alternate Bid</u> <u>(Hooper Slough)</u>	<u>Total Combined</u>
Thurgood Excavating	\$ 40,637.50	\$ 38,272.50	\$ 78,910.00
MSCI Builds	\$ 60,313.50	\$113,286.60	\$173,600.10
Bowen Construction	\$ 89,750.00	\$ 89,910.00	\$179,660.00

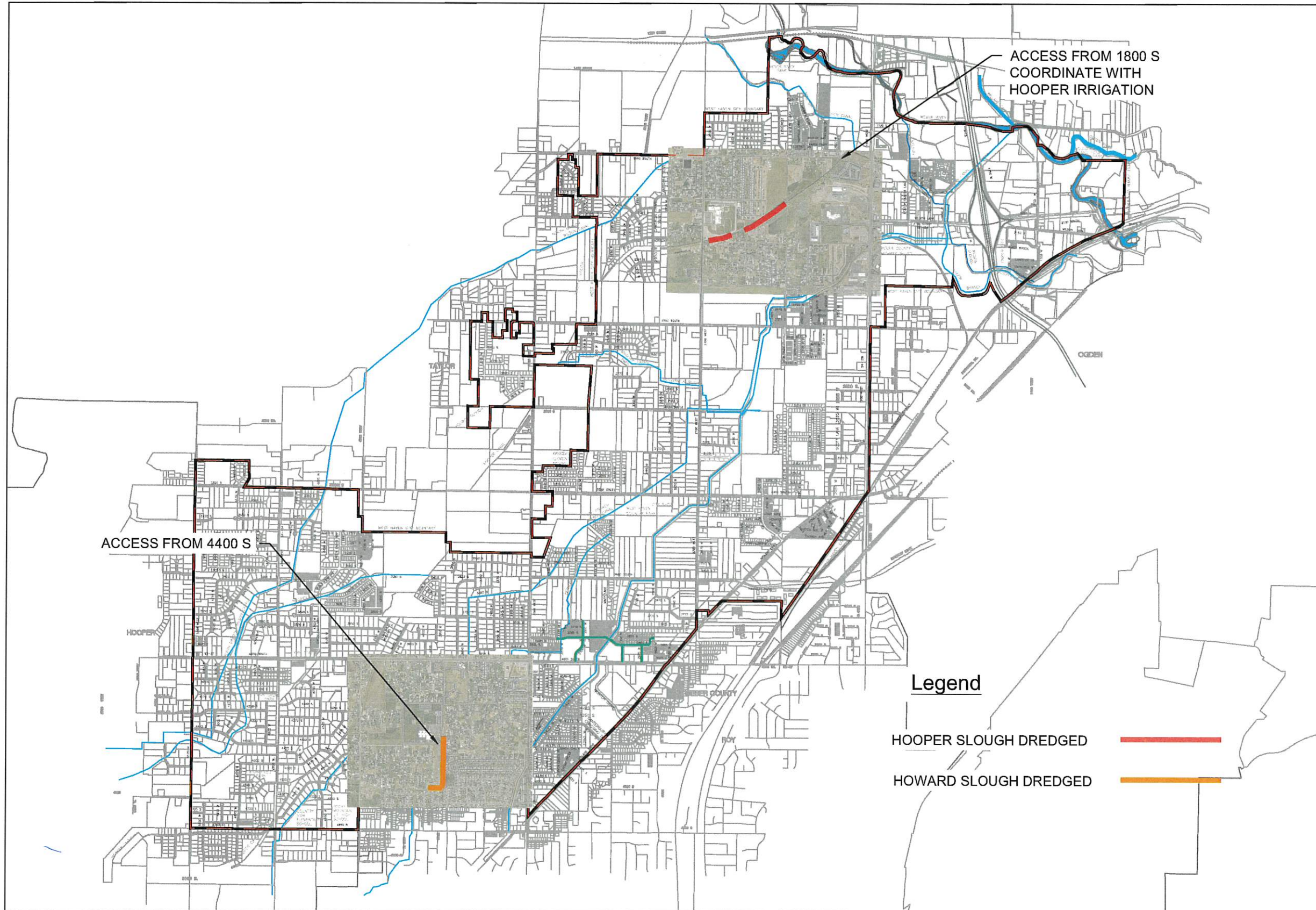
Recommendation

Thurgood Excavating has successfully completed projects within and on behalf of the City. This includes installing new culvert under 2700 W which included slough dredging.

Based on a review by City Staff, it is recommended that the Council award both the base and alternate bids for the 2025 Slough Maintenance Project to Thurgood Excavating in the amount of **\$78,910.00**.

The City has already received the required State Stream Alteration Permits for this work and the contractor is prepared to begin work. All work under this contract is to be completed no later than February 22, 2025

2025 Slough Maintenance Project



Revisions		Date: <u>10/28/2025</u>
Date	Description	Scale:
		Designed: <u>RC</u>
		Drafted: <u>SI</u>
		Checked: <u>RC</u>
Path:		

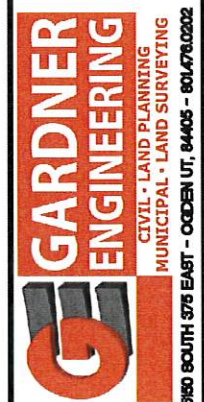


WEST HAVEN CITY

SLOUGH MAINTENANCE PROJECT

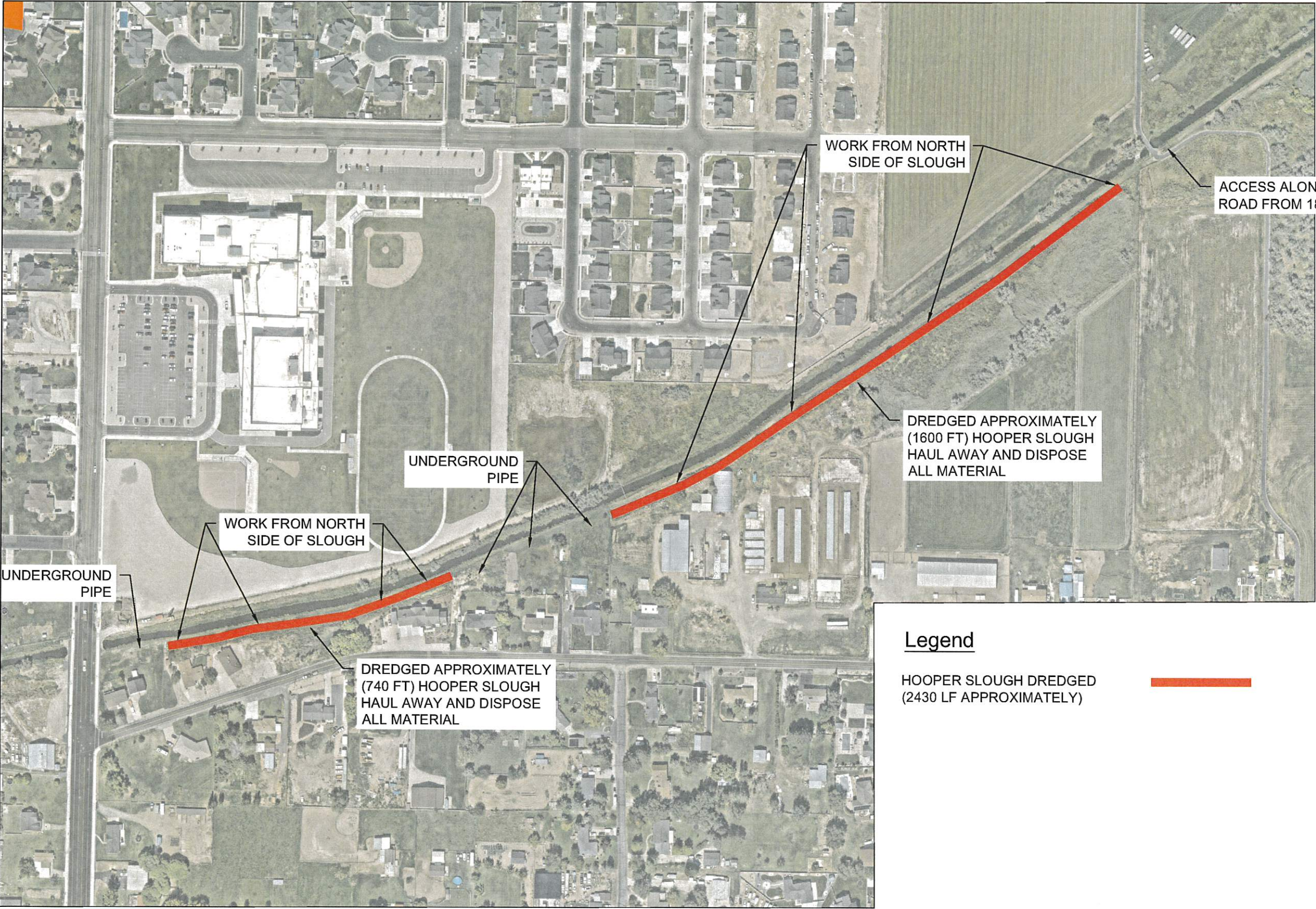
OVERVIEW

WEST HAVEN CITY, UTAH



1 / 3

Hooper Slough Maintenance Project



Revisions		Date: 10/28/25
Date	Description	Scale:
		Designed: RC
		Drafted: SI
		Checked: RC
		Path:



WEST HAVEN CITY
HOOPER SLOUGH
OVERVIEW
WEST HAVEN CITY, UTAH

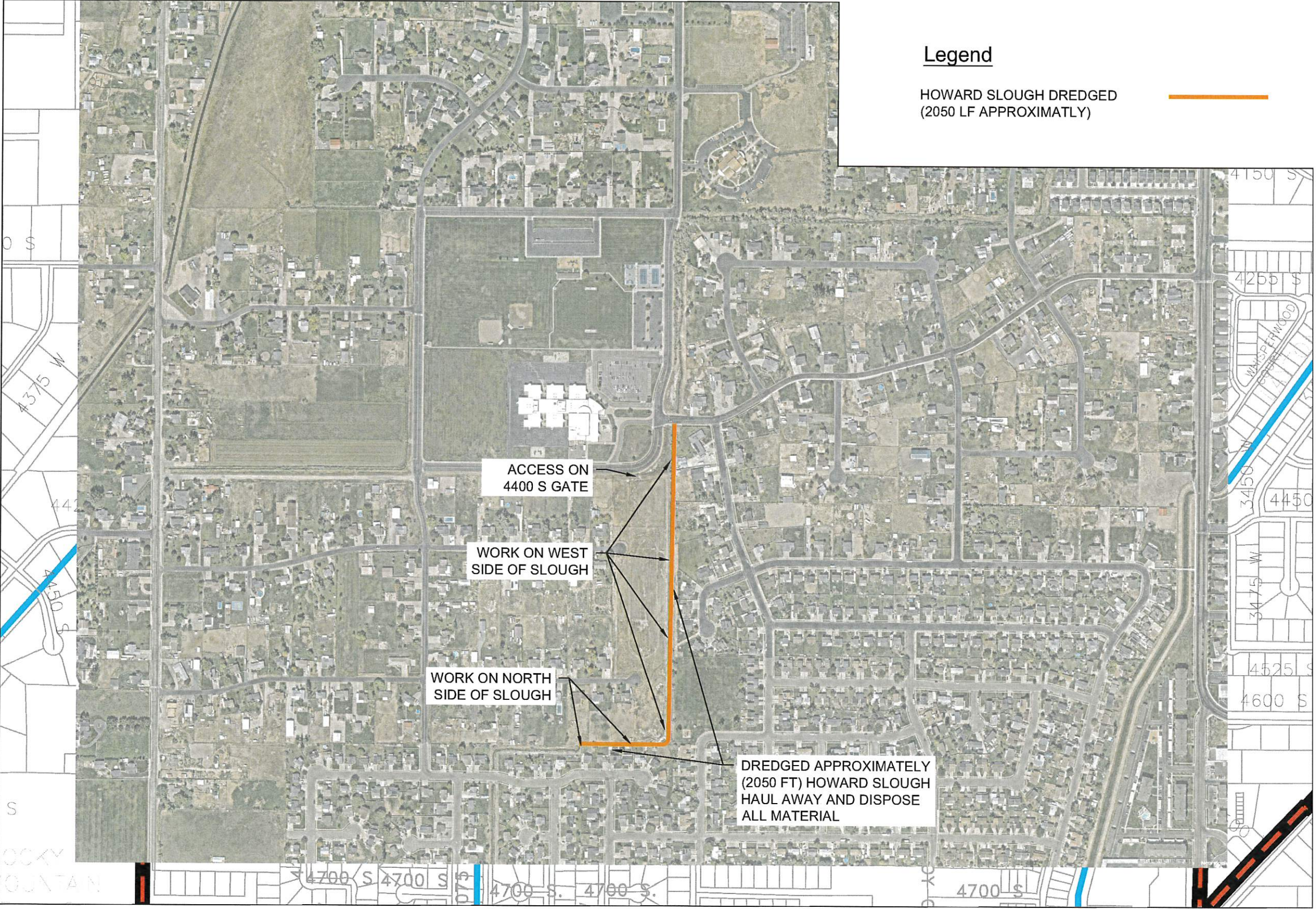
GARDNER ENGINEERING
CIVIL • LAND PLANNING
MUNICIPAL • LAND SURVEYING
#150 SOUTH 375 EAST - OGDEN UT, 84405 - 801.478.0202

2
3

Howard Slough Maintenance Project

Legend

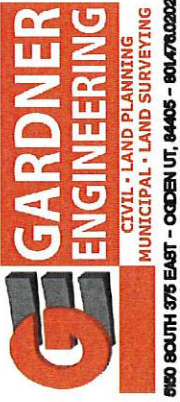
HOWARD SLOUGH DREDGED
(2050 LF APPROXIMATLY)



Date:	10/28/25
Scale:	
Designed:	RC
Drafted:	SI
Checked:	RC
Path:	



WEST HAVEN CITY
HOWARD SLOUGH
OVERVIEW
WEST HAVEN CITY, UTAH



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Resolution No. 01-2026

**RESOLUTION OF WEST HAVEN CITY AWARDING A BID FOR THE 2025
SLOUGH MAINTENANCE PROJECT; AUTHORIZING THE CITY MAYOR TO
SIGN THIS RESOLUTION; AND, PROVIDING FOR AN EFFECTIVE DATE.**

SECTION I – RECITALS:

WHEREAS, the City Council of West Haven City (herein "City") is a municipal corporation duly organized and existing under the laws of the State of Utah; and

WHEREAS, in conformance with the provisions of UCA § 10-3-717, the governing body of the City may exercise all administrative powers by resolution including, but not limited to entering into agreements with regarding protecting and promoting the health, safety, and welfare of the public; and,

WHEREAS, the City issued a Request for Proposal ("RFP") to find a qualified individual or firm to provide bids for the Slough Maintenance Project for the City; and

WHEREAS, the City held a bid opening for the proposals received in response to the RFP; and

WHEREAS, the City reviewed all the proposals; and

WHEREAS, the City analyzed the costs outlined in the proposals and whether the proposals met the requirements outlined in the RFP; and

WHEREAS, after the City's review, the City wishes to award the bid to the contractor who best met the needs of the City as outlined in the requirements in the RFP; and

WHEREAS, the City finds that the public convenience and necessity requires the actions herein contemplated,

NOW, THEREFORE, BE IT RESOLVED by the City of West Haven as follows:

SECTION II. :

1. That Thurgood Excavating Inc. is awarded the bid for the following project: Slough Maintenance Project.
2. That Thurgood Excavating Inc.'s bid is attached as Attachment "A".
3. That the City Manager is authorized to sign any and all documents necessary to enter into a contract or agreement with Thurgood Excavating Inc., that coincides with their bid, including signing a contract or agreement itself.

4. That the Mayor is authorized to sign this Resolution.

The foregoing Recitals are fully incorporated herein.

SECTION III. PRIOR ORDINANCES AND RESOLUTIONS:

The body and substance of any and all prior Resolutions, together with their specific provisions, where not otherwise in conflict with this Resolution, are hereby reaffirmed and readopted.

SECTION IV. REPEALER OF CONFLICTING ENACTMENTS:

All orders and Resolutions with respect to the changes herein enacted and adopted which have heretofore been adopted by the City, or parts thereof, which are in conflict with any of the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, except that this repeal shall not be construed to revive any act, order, or resolution, or part thereof, heretofore repealed.

SECTION V - SAVINGS CLAUSE:

If any provision of this Resolution shall be held or deemed to be or shall, in fact, be invalid, inoperative, or unenforceable for any reason, such reason shall not have the effect of rendering any other provision or provisions hereof invalid, inoperative, or unenforceable to any extent whatever, this Resolution and the provisions of this Resolution being deemed to be the separate independent and severable act of the City Council of West Haven City.

SECTION VI. DATE OF EFFECT

This Resolution shall be effective immediately upon its passage on the 3rd day of December 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WEST HAVEN CITY, STATE OF UTAH, on this 7th day of January 2026.

WEST HAVEN CITY

Mayor Rob Vanderwood

ATTEST:

Emily Green, City Recorder

Mayor Rob Vanderwood

Yes _____

No _____

Councilmember Carrie Call

Yes _____

No _____

Councilmember Kim Dixon

Yes _____

No _____

Councilmember Nina Morse

Yes _____

No _____

Councilmember Ryan Saunders

Yes _____

No _____

Councilmember Ryan Swapp

Yes _____

No _____

DRAFT

ATTACHMENT “A”

ATTACHED TO RESOLUTION NO. 01-2026

**RFP FOR SLOUGH MAINTENANCE PROJECT AND
BID DOCUMENTS OF THURGOOD EXCAVATING INC.**

DRAFT

