

Mayor
Kenneth Romney

WEST BOUNTIFUL CITY

City Administrator
Duane Huffman

City Council
James Ahlstrom
Dell Butterfield
Kelly Enquist
Jenn Nielsen
Julie Thompson

550 North 800 West
West Bountiful, Utah 84087

Phone (801) 292-4486
FAX (801) 292-6355
www.WBCityut.gov

City Recorder
Remington Whiting

City Engineer
Kris Nilsen

Public Works Director
Steve Maughan

WEST BOUNTIFUL CITY COUNCIL RETREAT
February 27, 1:00 PM
February 28, 9:00 AM
CITY PUBLIC WORKS FACILITY
1410 W 1200 NORTH, WEST BOUNTIFUL

NOTICE IS HEREBY GIVEN that the City Council of West Bountiful, Utah will hold a special council meeting at the dates, times, and location given above. The public is invited to attend both days. The Council will be meeting socially for meals before and after the meetings.

Feb 27*

1:00 PM	Mayor's Introduction
1:30 PM	Team Building
2:45 PM	Department Reports
4:30 PM	Recess to Social Functions

Feb 28*

9:00 AM	Team Building
9:45 AM	Discuss Council Priorities
11:00 AM	Closed Session Discussing Items Allowed Pursuant to UCA § 52-4-205
	Adjourn

** Times listed for each item are approximate and may be adjusted during the meeting*

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 February 25th, 2026, by Remington Whiting, City Recorder.

Minutes of the West Bountiful City Council meeting held on **February 27th and 28th, 2026**, 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 Julie Thompson

STAFF: Duane Huffman (City Administrator), Brandon Erikson (Chief of Police), Steve Maughan (Public Works Director), Kris Nielsen (City Engineer), Josh Virostko (Course Superintendent), Dallas Green (Course Pro), and Remington Whiting (City Recorder)

PUBLIC:

EXCUSED:

February 27th, 2026

1. Mayor's Introduction

Mayor Romney began by sharing his vision of community leadership when he first was elected mayor, which included a belief on how to spend money and how it relates to serving the residents. He reviewed decisions that had been made regarding projects within the city. He shared his appreciation for the council and city staff. Duane then presented the objectives for the retreat.

2. Team Building

The council and staff introduced themselves and shared personality characteristics.

3. Department Reports

Admin - Duane presented statistics about the city, noting that it covers 3.31 square miles, has a population of 5,890, and includes 1,892 households. He also reviewed staffing levels, which include 29 full-time employees, 2-10 part-time employees, and up to 60 seasonal employees.

He then reviewed the City's financial standing and presented information comparing the city's current cash position to that of 2020 and 2015. He explained that the city's current financial position has been influenced by the golf course growth, capital projects, and increased tax revenue. He also presented a breakdown of the city's tax revenue, noting that approximately 45% comes from sales tax and 26% from property tax, along with additional revenue from utility fees and golf course rates. Expenditures were also reviewed.

Duane introduced the administrative team and reviewed ongoing issues within the city. He discussed several big-picture concerns, including upcoming staff retirements, development on the west side of the city, and infill development. Several potential priorities were listed for future discussion.

Golf Course Superintendent - Josh Virtosko began his presentation by introducing the golf course maintenance staff. He then presented general information about the course, including

the types of grass used, including the greens. He discussed irrigation practices and the importance of water conservation in managing the course.

He also reviewed equipment needs, including a new rough mower and a new reel grinder, and outlined short-term, long-term, and future projects for the course. Duane discussed the potential of establishing a backup water connection for the golf course. The Council also discussed the cart path plan and transitions.

Director of Golf – Dallas Green presented information regarding pro-shop staffing levels, league participation, tournaments, and other highlights of the golf course. He also outlined the future of the course, including needs and planned projects over the next five years. These included the addition of a full-time employee, equipment for the café, addressing issues with the cart barn, expansion of indoor golf, and improvements to the pro shop.

Dallas emphasized the condition and limitations of the pro shop, noting it was originally constructed in 1966, with additions and improvements made over time. He explained that the current facility limits the ability to host larger events, including non-golf events. Potential options for the clubhouse were discussed.

Police Department – Chief Brandon Erikson reviewed the current organizational structure of the Police Department. He presented statistics including total incidents, citations issued, and criminal offenses. He also outlined the Department's priorities and areas of focus for 2026.

He then discussed plans for the next five years, including employee retention, succession planning, equipment and hardware upgrades, and fleet needs.

Public Works – Steve Maughan introduced the staff of the Public Works Department and reviewed its operations. He highlighted the department's responsibilities, including maintaining and monitoring the City's water system, streets, parks, and storm drainage system. He also provided an overview of the City's water lines, including the types of materials used.

He then presented a five-year outlook addressing major issues and projects, including I-15 construction, the 800 West Holly Sinclair waterline and road reconstruction project, Ivory Homes' west side development, staffing challenges, and the need for a new 10-wheel dump truck. The potential addition of an Assistant Public Works Director was also discussed

Recess

February 28th, 2026

4. Team Building

Duane explained the plan for the day's portion of the meeting. The Council then discussed what makes a successful council and the components of being effective. Examples discussed included the value of having council members with differing backgrounds, the importance of not being performative or speaking simply to be heard, showing respect for fellow council members, and listening to one another's opinions. Additional points included being engaged

in the community, understanding that each council member is acting in what they believe to be the best interest of the city, and recognizing mistakes and learning from them.

5. Discuss Council Priorities

Priorities identified during the previous day's meeting were organized into quadrants to determine which issues were urgent, which could be addressed over time, and which would require significant effort

The list of potential priorities was then further reviewed and prioritized by the Council. Duane and the Council discussed ways to continue addressing these priorities throughout the year so they would not be overlooked.

6. Adjourn

The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on March ..., 2026.

Remington Whiting, City Recorder