



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL
2026 PLANNING & VISIONING SESSION
MEETING MINUTES
February 6 - 7th, 2026

Utah Local Governments Trust Building Meeting Room
55 S Highway 89 | North Salt Lake, UT | 84054

Mayor:
Brian Vincent
City Council:
Trent Yarbrough, *Mayor Pro Tem*
Jerry Chatterton
Annette Judd
Michele Swenson
Jeremy Strong
City Manager:
Kyle Laws

Minutes for the West Point City Council Planning & Visioning Session held February 6 & 7, 2026 with Mayor Brian Vincent presiding.
The meeting was held at the Utah Local Governments Trust Building located at 55 S Highway 89, North Salt Lake, Utah.
Open to the public to attend in-person.

FRIDAY, FEBRUARY 6TH, 2026

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Brian Vincent, Council Member Jerry Chatterton, Council Member Annette Judd, Council Member Michele Swenson, and Council Member Jeremy Strong

EXCUSED: Council Member Yarbrough

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Kenny England, Public Works Director; Karly Norwood, Recreation Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: None.

1. WELCOME & CALL TO ORDER – Mayor Vincent

Mayor Vincent called the meeting to order at approximately 8:00 a.m. and welcomed Council and staff to the 2026 Planning & Visioning Session. He expressed his appreciation for the time commitment of attendees and emphasized the importance of the session as an opportunity for meaningful discussion, collaboration, and long-term planning for the City.

Mayor Vincent outlined the purpose and structure of the two-day session, noting that Staff will be presenting on department updates, current conditions, and upcoming needs, and the discussions will include considerations of visioning, needs, and priorities of the City for the year and beyond.

He emphasized that presentations were intended to be interactive discussions, encouraging Council Members to ask questions and seek clarification throughout the meeting.

• **CITY FINANCES OVERVIEW – Ryan Harvey, Administrative Services Director**

Mr. Harvey introduced his presentation as a shift from prior years, explaining that rather than focusing primarily on future needs, this year's emphasis was on helping Council understand the City's current financial position and structure, referring to the presentation as a "state of the city" overview. He noted that the City's financial statements can be difficult to interpret, even for those with financial backgrounds, and the goal of the presentation was to simplify and clarify how the City's finances function at a high level.

He reviewed the City's financial structure, explaining the difference between Governmental Funds such as the General Fund, Special Revenue Fund, Capital Projects Fund, Debt Service Fund, and CDRA Fund, and Enterprise Funds, which include utility funds like the Water Fund, Waste Fund, and Stormwater Fund.

Mr. Harvey walked the Council through historical financial trends, noting steady growth in the General Fund's net position over recent years, as illustrated in the presentation charts. He explained that this growth reflects strong fiscal management, conservative budgeting practices, and increased revenues tied to development and population growth. Similar upward trends were noted in the

Water Fund and other enterprise funds, though he emphasized that these funds must remain self-sustaining and are sensitive to infrastructure demands and capital costs.

The discussion then turned to fund balance levels and reserves, where Mr. Harvey explained the importance of maintaining adequate reserves for emergencies, economic downturns, and future capital needs. Council Members discussed what constitutes an appropriate reserve threshold and how those funds might be strategically used without compromising long-term stability.

Mr. Harvey then transitioned into current budget pressures and future financial considerations, including rising construction costs, inflationary impacts, and increasing service demands driven by growth. He explained that infrastructure projects—particularly related to utilities and transportation—represent some of the most significant future financial obligations.

The Council engaged in a robust discussion regarding funding strategies, including:

- The role of impact fees in supporting growth-related infrastructure,
- Potential adjustments to utility rates,
- The use of grants and intergovernmental funding,
- The possibility of debt financing for large-scale projects.

Council and Staff discussed the importance of ensuring that growth “pays its way” while also recognizing that some community-wide infrastructure investments may require broader funding participation.

The Council also discussed the potential of a “RAP” Tax (Recreation, Arts, & Parks) tax. This tax is a 0.1% sales tax on non-food items and requires voter approval both initially and then every ten years following to renew the tax. The estimated revenue would be between \$50,000 - \$100,000 annually. The discussion included timing considerations, future commercial growth, importance of clear public messaging and visible project outcomes, and potential uses such as parks, trails, and recreation amenities. The Council acknowledged the concept and agreed it should remain under consideration for future implementation.

Overall, the Council expressed support for continuing the City’s conservative financial approach while also acknowledging the need to strategically invest in infrastructure to support future growth. There was general consensus that financial planning should remain proactive rather than reactive, with an emphasis on long-term sustainability.

• **FUTURE STAFFING DISCUSSION – Kyle Laws, City Manager and Ryan Harvey, Administrative Services Director**

Mr. Harvey and Mr. Laws presented the following staff additions that will be proposed in the upcoming budget:

- Parks Maintenance Employee (to support new park and junior high facilities)
- Management Analyst Position
Shared resource across departments, intended to improve efficiency and reduce staff workload

The Council will discuss these additions in further detail as part of the budget process, but were in agreement with the importance of reducing staff workload and preventing burnout, and the benefits of cross-departmental support.

Mr. Laws then proposed a Summer Internship Position, to be effective for this summer. Ideally, the internship would target MPA students and could be a potential pathway to a full-time position. To move forward with this position at this time would require about a \$5,000 budget amendment to the current FY26 budget. The Council expressed support for the internship position, agreeing with the value of being able to test a candidate in a role as an intern before fully committing. Official consideration and action of the budget increase will be done in a future meeting.

• **COMMUNITY DEVELOPMENT UPDATE – Bryn MacDonald, Community Development Director**

Mrs. MacDonald provided a comprehensive update on planning and development activities within the City, which prompted extensive Council discussion.

Mrs. MacDonald reviewed current development trends, including residential growth patterns, zoning considerations, and the impact of recent code updates. She explained how the City’s updated zoning framework, particularly the redefined medium-density categories, has influenced project proposals and density expectations. Discussion included how development agreements are being used alongside rezones to ensure that projects align with the City’s long-term vision and infrastructure capacity.

She highlighted that the recent multi-family permit activity is largely attributable to the Saltgrass development, which accounts for approximately 30 units currently under construction, but that single-family housing remains the dominant form of development. She explained that while multi-family projects may feel more impactful, they are still a relatively controlled portion of total development activity.

A substantial discussion followed regarding the perception of growth in the community. Council members noted that there is a strong public perception that the City is experiencing rapid or excessive growth. However, the data presented suggests that actual permit numbers do not fully align with that perception – the data shows a more moderate level of activity. All agreed on the importance of understanding actual numbers versus anecdotal impressions

The Council also discussed varying land use challenges, including transitions between residential densities, buffering between uses, and the importance of maintaining neighborhood character while accommodating growth. Particular attention was given to areas near major corridors and the West Davis Highway, where future development pressure is expected to increase. She explained that these areas are likely to experience increased interest in both residential and commercial development, requiring careful planning to ensure appropriate land use patterns and infrastructure capacity.

The Council discussed the importance of being intentional about how these areas develop, including:

- Identifying appropriate locations for higher density,
- Ensuring adequate transportation infrastructure,
- Balancing economic development opportunities with community expectations.

A significant portion of the discussion focused on the need for a range of housing options, including:

- Starter homes at attainable price points
- Mid-range family homes
- Smaller or patio-style homes for aging residents

The discussion also touched on neighborhood design and community character. Council Members noted that older neighborhoods within the City often feature a mix of home sizes and styles, which contributes to their appeal, whereas newer developments tend to be more uniform. There was interest expressed in encouraging developments that incorporate open space, variety, and long-term livability. It was agreed that while this type of housing mix is desirable for long-term community stability, it is increasingly difficult to achieve under current market conditions and state regulations. Recent changes in state law have impacted the City's ability to regulate certain aspects of development, including limitations on design standards and housing product types. The Council discussed the role of development agreements as one of the remaining tools available to influence project outcomes. However, Staff noted that such agreements often require negotiation and concessions, as developers are generally unwilling to agree to restrictions without receiving something in return.

Additional discussion included zoning considerations, particularly related to medium-density zones, and how those zones are being used or interpreted in current development proposals. Council Members emphasized the importance of being intentional with zoning decisions to ensure that growth aligns with the community's long-term vision.

The conversation then shifted to long-range planning efforts, including updates to the General Plan and the potential development of small area plans. Mrs. MacDonald emphasized the need for clarity and consistency in land use designations, noting that ambiguity can lead to challenges during the development review process.

Overall, the discussion reflected a shared desire to maintain West Point's character while accommodating growth in a thoughtful and balanced manner. Staff and Council acknowledged that achieving this balance will require continued creativity, negotiation, and careful use of available tools.

• **MODERATE INCOME HOUSING PLAN – Bryn MacDonald, Community Development Director**

A significant discussion was held on moderate-income housing requirements, tied to the City's Moderate Income Housing Plan. Mrs. MacDonald outlined state requirements and the strategies the City has been implementing and is considering in the future to meet

those requirements. These strategies include zoning adjustments, incentives for certain housing types, and coordination with infrastructure planning.

Council Members expressed concern about balancing state mandates with local control, reiterating that the consequences of non-compliance could result in even more mandates and loss of oversight at the city-level.

There was discussion about:

- Public perception of density,
- The need for thoughtful design to mitigate impacts,
- Ensuring that infrastructure keeps pace with development.

Several Council Members emphasized the importance of clear communication with residents, particularly when discussing density and housing policy, to ensure that the community understands both the requirements and the City's approach.

Overall, the discussion reflected a shared recognition that growth is inevitable, but that it must be carefully managed to align with the City's vision and values.

The Mayor stated that the Moderate Income Housing Plan will be discussed again the following day and asked the Council to study the list of strategies outlined in State Code and be prepared to discuss those they would be in favor of incorporating as part of that discussion.

- **CITY PROJECTS REVIEW – *Boyd Davis, City Engineer and Kenny England, Public Works Director***

Mr. Davis and Mr. England presented a comprehensive review of completed capital improvement projects, ongoing construction, and projects planned for the coming year. They expressed appreciation to the City Council for its continued support of Public Works initiatives and highlighted the significant investment the City has made in infrastructure over the past year.

Mr. Davis provided an update on the West Point Sewer Expansion Project, noting that approximately \$21.7 million has been invested in the project through funding provided by Davis County. He reviewed construction progress on the Lift Station, the regional trunk sewer system, and remaining work before the project reaches substantial completion. Council Members discussed future phases of the sewer system, use of remaining project funds to continue regional trunk line construction, and the long-term need for a second lift station as growth continues. Staff indicated the current lift station will remain in standby until additional development warrants operation.

Mr. England reviewed the City's annual street maintenance and pavement preservation program, explaining the City's strategy of utilizing preventative maintenance treatments, including chip sealing, crack sealing, mastic repairs, and HA-5 applications, to maximize the life of City streets. Staff also highlighted completed roadway improvements, including the reconstruction of 700 South, pavement repairs, striping, sidewalk improvements, and installation of the HAWK pedestrian crossing near Island View Elementary. Council Members discussed traffic signal warrants at 4500 West and SR-193, as well as anticipated impacts from construction of the West Davis Corridor. Staff indicated they will continue working with UDOT to pursue a traffic signal at the intersection despite not currently meeting warrant requirements and will monitor construction-related roadway impacts to determine whether repairs or reimbursement from UDOT may be warranted.

Mr. England presented updates on improvements to Loy Blake Park, the City Hall parking lot, the new park adjacent to Horizon Junior High, and the West Point Gymnasium. Staff reviewed completed improvements, future maintenance considerations, and early operational experiences at the gymnasium. Council Members discussed future park naming, continued improvements to the ball fields, and public expectations regarding the gymnasium. Staff indicated they will continue refining operational policies as facility use evolves and will return to the Council at a future date with recommendations regarding naming the new park.

Mr. England also reviewed the completed 2000 West widening project, emergency infrastructure repairs completed during the year, fleet replacements, and the increasing amount of public infrastructure the City will assume as development continues. Mr. Davis presented data illustrating substantial growth in roadway mileage, park acreage, detention facilities, lift stations, buildings, and other public assets over the past decade, emphasizing the City's growing long-term maintenance responsibilities. Mr. Laws

suggested that future annual project reviews also include information regarding City property acquisitions to better illustrate the City's overall infrastructure growth.

Looking ahead, Staff reviewed projects planned for the coming year, including completion of the sewer expansion project, roadway preservation efforts, the Cold Springs Road box culvert replacement, the 1800 North storm drain project, tree replacement efforts, and continued coordination with UDOT on the West Davis Corridor. Council Members discussed future improvements to the intersections at 300 North and 4500 West and 700 South and 4000 West. Staff recommended completing additional traffic studies before selecting preferred improvements, and the Council expressed support for continuing the evaluation process and beginning right-of-way acquisition once a preferred alternative has been identified. Council Members also supported Staff's continued proactive maintenance efforts to identify and repair aging infrastructure before larger failures occur.

- **CITY MANAGER ITEMS– Kyle Laws, City Manager**

Mr. Laws explained that he had several items he would be presenting to the Council for both informational and discussion purposes over the two-day meeting.

- **Public Works Building, Cemetery Expansion, and Future Cemetery Planning**

Mr. Laws introduced a discussion regarding the proposed Public Works Building and Cemetery Expansion projects, explaining that the item was intentionally brought back to the Council following significant discussion approximately six months earlier. He noted that the timing was appropriate to revisit the topic because Staff had recently received preliminary design concepts from the City's landscape architect and wanted to obtain additional Council feedback before moving further into the design process.

Mr. Laws began by providing an update on the proposed Public Works Building, explaining that construction of Cold Springs Road remains the critical first step before the City can effectively utilize the Public Works property or move forward with construction of the new facility. He reviewed changes to the roadway alignment resulting from the West Davis Corridor project and explained that UDOT has requested the City delay construction of Cold Springs Road until highway construction has progressed sufficiently to avoid conflicts between the two projects. Although the revised roadway alignment presents some design challenges, including the elimination of the sidewalk along portions of the east side of the roadway, Staff believes the design will adequately serve the future Public Works facility and surrounding area. Mr. Laws also explained that Staff continues to evaluate project delivery methods, including the possibility of utilizing a Construction Manager/General Contractor (CM/GC) approach, but intends to wait until the City is closer to construction before proceeding with additional design work or contractor selection.

Council Member Swenson asked about the anticipated timeline for construction of Cold Springs Road and whether the project would occur concurrently with the West Davis Corridor. Mr. Laws explained that the southern portion of Cold Springs Road, including the box culvert currently under construction, could likely be completed sooner, while the northern section would follow as UDOT progresses north with highway construction. Mr. Davis added that UDOT has specifically requested the City wait until highway construction has advanced beyond the area before beginning roadway construction, estimating that work on the southern section could begin the following year, while the northern section remains several years away.

Council Member Chatterton questioned whether construction of the Public Works facility could begin sooner by utilizing future access from 200 South rather than waiting for completion of Cold Springs Road. Mr. Laws acknowledged that 200 South could ultimately provide access to the property but explained that it currently remains an unimproved gravel roadway and has not been designed or budgeted for improvement. Mr. Davis added that while constructing 200 South is a viable option, previous discussions concluded that investing available road impact fees into Cold Springs Road would provide greater long-term benefit because it serves as a more important collector roadway and supports future economic development in the area. Mr. Harvey noted that current road impact fee revenues are only sufficient to construct one of the two roadways, requiring the City to prioritize which project moves forward first. Council Member Chatterton expressed concern that construction of the Public Works building has continued to be delayed over many years and suggested the City begin setting aside funding incrementally so work can begin as soon as access becomes available. Mr. Laws agreed that the need for the facility is well understood but noted that, regardless of which roadway is ultimately constructed first, the City currently lacks sufficient funding to construct the building itself. He acknowledged the Council's desire to move the project forward and emphasized that Staff shares that same urgency while ensuring the project is completed in a financially responsible manner.

As the discussion concluded, Mr. Laws acknowledged Council Member Chatterton's longstanding desire to move forward with construction of the Public Works building, emphasizing that Staff shares the Council's sense of urgency and remains committed to

advancing both the Public Works facility and cemetery expansion as quickly as financial resources allow. He reiterated that while the City's recent partnership with the school district on the Horizon Junior High Gymnasium temporarily limited the City's bonding capacity, the project itself was funded through park impact fees and did not directly reduce funding available for the Public Works facility. Mr. Harvey clarified that the City's primary limitation is its current bonding capacity rather than a lack of dedicated project funding, noting that additional flexibility will become available as existing obligations are retired.

Mr. Laws then transitioned to the cemetery expansion, explaining that Staff has been working with the City's landscape architect to develop conceptual plans for expanding cemetery services. He explained that future traditional burial expansion remains dependent upon relocating Public Works operations, allowing the cemetery to expand south into the existing Public Works property. He also noted that expansion to the north may provide additional opportunities if adjacent property becomes available in the future. While construction cost estimates have not yet been completed, Staff recently received approximately 30-percent design concepts illustrating several possible layouts for cremation gardens, columbarium walls, remembrance gardens, and future circulation improvements.

Ms. Arnold reviewed the City's current cemetery capacity, reporting that only four burial plots remain available for purchase, two of which are infant-sized plots that are not located together. She explained that the limited inventory reinforces the need to move forward with cremation options and columbarium facilities while continuing to plan for future traditional burial expansion. Ms. Arnold also summarized research completed by Staff comparing cemetery capacity and policies among neighboring Davis County cities. She explained that many surrounding communities are also approaching capacity and that most have either restricted future plot sales to residents or have no plans for future expansion. Council Members discussed future cemetery expansion opportunities, including the possibility of acquiring a small adjacent parcel currently owned by John Schneiter that is already being utilized as part of the Public Works yard. Mr. Laws explained that while the parcel itself is relatively small, Staff has assumed it would ultimately become part of the future cemetery expansion if it could be acquired.

Mr. Laws then presented three preliminary design concepts prepared by the landscape architect, explaining that each concept focuses on creating attractive cremation gardens, columbarium walls, expanded gathering areas near the Child Remembrance Garden, and improved internal circulation. He noted that the concepts are intended to be flexible and that elements from each design may ultimately be combined into a final plan. The concepts would provide between approximately 400 and 750 cremation spaces, depending on the final design selected. Council Member Chatterton commented that he particularly liked the design approach utilized in Clinton City's cemetery, noting that its layout effectively incorporates benches, sidewalks, and gathering areas while minimizing the amount of space required. Mr. Laws agreed that many of those features could be incorporated into West Point's final design. He also expressed enthusiasm for the concepts, stating that he believes they will significantly enhance both the appearance and functionality of the cemetery while providing much-needed burial options for residents.

Ms. Arnold explained that while the majority of purchasers are City residents, many residents purchase multiple plots following the unexpected death of a family member, reserving spaces for extended family members well into the future. She recommended that Staff evaluate increasing cemetery fees, establishing separate resident and non-resident pricing, limiting the number of plots that may be purchased at one time, or transitioning to an "at-need" assignment system used by many surrounding cities. She also suggested the City consider offering to repurchase unused full-size burial plots from families choosing cremation in the future, thereby increasing the inventory of traditional burial spaces. Mr. Laws agreed that these policy decisions should be completed concurrently with the cemetery expansion project so that updated pricing and purchasing policies are in place before the new facilities become available. Council Member Swenson agreed with the importance of reviewing the City's cemetery fee structure before the new facilities become available as suggested by Staff. Staff was directed to continue evaluating cemetery policies and be prepared to return to the Council with recommended ordinance amendments addressing fees, residency requirements, and plot purchase limitations with the completion of this expansion project.

- **Organizational Core Values, Strategic Planning Update, Penny AI Website Pilot, and Emergency Management**

Mr. Laws then introduced a series of miscellaneous discussion items, beginning with an overview of City Staff's newly developed organizational core values. He explained that the initiative began during the October 2024 employee training, where staff worked in small groups to identify the values and characteristics they believed should define West Point City's organizational culture. Management later consolidated the input into four core values that could be easily understood and remembered. Mr. Laws credited Mrs. MacDonald with suggesting that the City's compass logo serve as the framework for the values, resulting in the themes of Noble, Excellence, Solidarity, and Willingness, each corresponding to a point of the compass. He reviewed the meaning of each value and the accompanying "Core Values in Action" statements, explaining that they establish expectations for employee behavior, decision-making, customer service, teamwork, accountability, and professional growth. He also noted that the action statements will

become the foundation of the City's new employee performance evaluation process to ensure the values remain an active part of the City's culture rather than simply a written mission statement. Staff also shared a preliminary logo concept incorporating the City's compass that may eventually be used on City vehicles, facilities, and employee materials.

Members of the Management Team and Council expressed strong support for the new values. Mr. Davis commented that the discussion surrounding the core values was one of the most unified conversations the Management Team had experienced and that there was broad agreement on the final product. Council Members agreed that limiting the values to four made them easier to understand and remember, while Ms. Arnold noted that the accompanying action statements clearly define what each value looks like in practice and will help employees understand expectations beyond simply reading a list of values.

Mr. Laws next provided an update on the City's Focus & Execute strategic planning program, reminding the Council that the strategic priorities originated during the Council's annual planning session two years earlier. He explained that the software organizes the City's strategic priorities, goals, projects, and action items into a single online platform where Management Team members regularly update project status. Council Members were provided login credentials and instructed how to access the system to independently review project progress. Mr. Laws walked through several examples, including infrastructure projects, workforce initiatives, fiscal sustainability efforts, recreation improvements, and transparency initiatives, explaining how completed, pending, and off-plan projects are tracked and updated. Staff noted that some goals are ongoing organizational priorities rather than projects with defined completion dates and therefore will remain active indefinitely.

During the discussion, Council Members asked several questions regarding specific strategic initiatives, including the City's transparency efforts, interactive development maps, and opportunities to improve public communication. Council Members discussed making City information easier for residents to understand by using more plain language to explain agenda items, zoning terminology, and planning processes. Staff acknowledged the importance of improving accessibility while balancing the time required to prepare additional explanatory materials. Mr. Laws noted that emerging AI technology may provide opportunities to simplify complex information while reducing staff workload, although Ms. Arnold cautioned that AI-generated summaries still require staff review to ensure accuracy before publication.

Council Members also discussed the preferred method for receiving updates on the Focus & Execute program. Rather than scheduling regular Council presentations, the Council expressed support for Staff periodically updating the system and notifying Council Members when updates have been completed, allowing individual Council Members to review information at their convenience and contact Staff directly with questions. Staff agreed to establish a regular update schedule and provide email notifications when significant updates are made.

Mr. Laws then introduced Penny, an artificial intelligence-based website platform currently being piloted by several Utah communities. He explained that, unlike traditional AI systems that search the internet, Penny generates responses solely from documents uploaded by the City, such as City Code, meeting agendas, minutes, newsletters, forms, and other official documents. Staff demonstrated how residents could ask questions in plain language, such as zoning regulations, permitted animals, recreation registration dates, or upcoming City Council agenda items, and receive direct answers with links to the supporting City documents. Staff noted that the platform could also provide personalized information, such as garbage or recycling schedules, based on a resident's address.

Council Members discussed the potential advantages and limitations of the AI platform. Several members felt the technology could significantly improve public access to City information and make navigating City Code and other documents much easier for residents. Others expressed concern about relying entirely on an AI platform to replace the City's traditional website, particularly where state law requires specific public notices and documents to remain readily accessible. Council Members also noted the importance of ensuring information remains accurate and that AI-generated responses clearly direct users to the underlying source documents. Staff explained that the City is participating only as a pilot community and no decision has been made regarding implementation. Mr. Laws indicated Staff will continue evaluating the platform, provide feedback to the developer, and allow Council Members additional time to test the system before considering any future action.

Mr. Laws concluded the discussion by providing an update regarding the City's Emergency Management program. He explained that Clinton City recently withdrew from the existing shared emergency management agreement, resulting in the termination of the current interlocal arrangement and the departure of the shared Emergency Manager. Until a new arrangement is established, emergency management responsibilities have temporarily reverted to the City Manager. Staff reported they have begun discussions with Clearfield City, Sunset City, and the North Davis Fire District regarding the possibility of establishing a new shared emergency

management program. Several organizational models are being considered, including housing the position within the Fire District while ensuring the position remains dedicated exclusively to emergency management rather than firefighting responsibilities. Council Members discussed the importance of ensuring all participating communities receive equitable service during emergencies and emphasized the need to clearly define expectations and performance measures if a new shared position is established. Staff indicated discussions with the participating agencies will continue and that recommendations will be brought back to the Council once additional information is available.

- **CITY RECORDER & HUMAN RESOURCES UPDATE – Casey Arnold, City Recorder and HR Manager**

Ms. Arnold presented an overview of several ongoing Human Resources and City Recorder projects. She began by providing an organizational staffing update, reporting that the City currently employs 23 full-time employees, four regular part-time employees, 45 recreation aides, and 18 crossing guards, with one full-time Sports Field Coordinator position currently vacant. Ms. Arnold also reviewed the City's participation in numerous professional associations and highlighted the certifications maintained by employees across each department. She expressed appreciation to the Council for supporting professional development and continuing education, noting that industry certifications and networking opportunities help employees remain current on best practices and improve the level of service provided to the community.

Ms. Arnold then provided an update on the City's comprehensive Personnel Policies and Procedures Manual rewrite, describing the project as one of the largest ongoing Human Resources initiatives. She explained that the City's existing personnel manual had evolved over many years through individual policy additions and amendments, resulting in a document that had become difficult to navigate and maintain. She has completely reformatted and reorganized the manual into a more user-friendly document with clearly defined sections, interactive links, updated references, and improved organization. In addition to modernizing the format, the project includes updating policies to reflect current operations, legislative changes, and industry best practices while expanding policy guidance in areas such as hiring, ethics, purchasing, discipline, and workplace safety. Ms. Arnold reported that the Management Team has completed approximately 75 percent of its detailed review, noting that each section is carefully discussed to ensure the policies appropriately address the operational needs of every department before the draft is presented to the City Council for consideration. Mr. Laws added that the review process has generated valuable discussion among Department Directors and has helped ensure the policies are practical and consistent throughout the organization.

Ms. Arnold also reviewed implementation of the City's new Express Evaluations performance management software. She explained that the online system allows employees and supervisors to complete performance evaluations electronically, establish and monitor annual goals, document accomplishments throughout the year, and conduct both mid-year and annual performance reviews. She noted that the City's newly adopted organizational core values will be fully incorporated into the evaluation process, allowing employees to be evaluated not only on job performance but also on how they demonstrate the City's core values in their daily work. Staff expressed optimism that the new system will provide improved consistency, accountability, and meaningful performance metrics over time.

Turning to the Recorder's Office, Ms. Arnold summarized the City's 2025 GRAMA activity, reporting that the City processed 27 records requests during the year. She explained that while the number of requests remains relatively consistent from year to year, the complexity of requests varies considerably. The majority of requests involve building and development records, followed by financial records, contracts, public meeting documents, and other miscellaneous requests from residents, businesses, and attorneys. She noted that many routine requests can be fulfilled quickly by directing requestors to records already available through the City's website, while others require significantly more staff time to research and compile.

Ms. Arnold concluded her presentation with an update on the City's Records Management Plan, another long-term project currently in progress. She explained that she and Deputy Recorder Katie Hansen have been working to inventory City records, classify them according to the State's records retention schedules, and develop department-specific records management guides that identify where records are maintained, applicable retention periods, and proper disposition procedures. The goal of the project is to establish a consistent, organization-wide records management program while simplifying compliance with State retention requirements. She noted that, once the plan is finalized, Staff will begin providing regular training to departments to ensure records continue to be managed consistently throughout the organization.

- **RECREATION DEPARTMENT UPDATE – Karly Norwood, Recreation Director**

Mrs. Norwood presented an overview of Recreation Department accomplishments, ongoing operational improvements, and future programming initiatives. Ms. Norwood described the opening of the West Point Gymnasium at Horizon Junior High as a significant accomplishment during the past year, explaining that the facility has greatly improved the department's ability to deliver recreation programs and serve residents. Although moving out of City Hall was a significant transition for Staff, she expressed appreciation for the new office space, storage areas, and direct access to the gymnasium, noting that the additional space has significantly improved efficiency and organization. She also complimented the administration and staff at Horizon Junior High for their cooperation and willingness to work collaboratively with the City, contrasting the positive partnership with experiences shared with her by neighboring communities operating out of other school facilities.

Mrs. Norwood explained that the City's new recreation offices and storage areas have streamlined day-to-day operations by eliminating the need to transport equipment between City Hall and recreation facilities. She also reported that the City hired the school's evening custodian to clean the City's offices, restrooms, and gymnasium following recreation activities, allowing the facilities to remain clean while coordinating services with the school district. She highlighted one of the most beneficial provisions negotiated in the interlocal agreement, noting that the City is able to begin using two basketball courts at 5:00 p.m., allowing games to begin at 5:30 p.m. rather than waiting until later in the evening. Ms. Norwood explained that staggering game times every thirty minutes has significantly improved parking, reduced congestion, and created a more manageable environment for participants and spectators.

The presentation also included an update on several remaining items associated with completion of the gymnasium. Mrs. Norwood reported that the school district has agreed to relocate divider curtains that were installed too close to the basketball courts, correcting a design issue identified after construction. Mr. Laws noted that the experience highlighted the value of involving contractors during the design process and reinforced Staff's interest in exploring a Construction Manager/General Contractor (CM/GC) delivery method for future projects, including the proposed Public Works building. Mrs. Norwood also reported that the contractor continues to complete punch-list items and that the gymnasium floor has only received a portion of its required finish coats, requiring additional work during the summer before the floor reaches its final condition. Staff indicated they will continue coordinating with the school district as remaining construction items are completed.

Council Members discussed several operational issues encountered during the first months of operation, including students using the City's staff restrooms during the school day. Mrs. Norwood explained that Staff is working with school administration to discourage student use of those facilities through additional signage and communication, noting that the issue is expected to improve as operational procedures continue to be refined.

Mrs. Norwood then reviewed upcoming recreation programming. She explained that the department intentionally delayed filling the vacant Sports Field Coordinator position until construction of the new facilities was complete and the spring sports season approached, allowing an experienced seasonal employee to maintain operations during the transition. Interviews for the position were scheduled for the following week. She also introduced several new recreation programs planned for 2026, including flag football, street hockey, and archery, explaining that each program responds to longstanding community interest while taking advantage of the City's new recreation facilities. She noted that Staff expects participation to grow over time and expressed enthusiasm about future opportunities to partner with neighboring communities for tournaments and special events.

Mrs. Norwood also presented several proposed improvements to the City's baseball facilities, including installation of protective netting above the backstops at Loy Blake Park to improve spectator safety, continued improvements to playing surfaces through the addition of specialized infield soil conditioner, and conceptual enhancements to the dugouts designed to better complement the historic character of the park. She shared an architectural concept illustrating a more natural appearance for future dugout improvements and explained that preserving the unique character of Loy Blake Park remains an important design objective.

The Council also discussed Mrs. Norwood's proposal to establish a youth cheerleading program in conjunction with the City's tackle football program. Mrs. Norwood explained that the program would provide younger children, particularly siblings of football participants, an opportunity to become involved in recreation while introducing them to the sport of cheerleading in a low-cost environment. She proposed partnering with the Horizon Junior High cheer coaches to conduct practices while utilizing parent volunteers during football games. Council Members expressed support for the concept and discussed ensuring the program is inclusive and open to all interested participants. Staff was encouraged to continue developing the program and move forward with implementation.

Mrs. Norwood concluded her presentation by sharing a video from the City's Fourth of July youth baseball tournament that featured a ceremonial presentation of the colors and the National Anthem. She explained that creating memorable experiences and fostering community pride is an important part of the Recreation Department's mission. She also shared a recent experience from a youth basketball game in which officials briefly stopped play to allow a young participant with disabilities the opportunity to score his first basket. Mrs. Norwood became emotional as she described the excitement of the player, his teammates, and the crowd, explaining that moments like these reflect the true purpose of the City's recreation programs and the positive impact they have on children and families.

Council Members commended Mrs. Norwood and the Recreation Department for cultivating a welcoming, sportsmanship-focused environment and expressed appreciation for the department's passion and commitment to serving the community.

2. **ADJOURN**

Mayor Vincent adjourned the Friday Session of the meeting at approximately 5:05 PM.

The City Council and Members of Staff met socially for an activity and dinner following this session.

SATURDAY, FEBRUARY 7TH, 2026

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Brian Vincent, Council Member Jerry Chatterton, Council Member Annette Judd, Council Member Michele Swenson, and Council Member Jeremy Strong

EXCUSED: Council Member Yarbrough

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Kenny England, Public Works Director; Karly Norwood, Recreation Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: None.

1. **WELCOME & CALL TO ORDER – Mayor Vincent**

Mayor Vincent called the Saturday session of the meeting to order at approximately 8:00 AM.

• **RESIDENTIAL ROAD WIDTH STANDARDS – Boyd Davis, City Engineer**

Mr. Davis opened a discussion regarding the City's current residential street standard of 36 feet of asphalt and recent pressure at the state level to reduce street widths to a maximum of 32 feet. Mr. Davis explained that a legislative compromise had established 32 feet as a standard maximum, with limited exceptions, including allowances for wider streets where on-street parking is permitted. However, he noted that many cities have continued to rely on those exceptions to maintain wider streets. He further explained that the State Fire Marshal had expressed concern that cities not aligning with the intent of the legislation could prompt additional legislative efforts to reduce road widths even further, potentially to as narrow as 25 feet.

Mr. Davis outlined both advantages and disadvantages of narrower streets. From a planning perspective, narrower streets can contribute to traffic calming, create a more neighborhood-oriented feel, and allow for wider sidewalks or park strips. However, he emphasized that narrower streets also present functional challenges, particularly when accommodating parked vehicles, emergency response access, and larger vehicles.

The Council engaged in a detailed discussion and expressed strong concerns about reducing street widths. Several members noted that even under current conditions, streets can feel tight when accommodating garbage trucks, trailers, or parked vehicles. Additional concerns were raised regarding the City's continued agricultural presence, including the movement of large farm equipment, as well as safety considerations for pedestrians, children, and cyclists. Council Members also noted that wider streets are often cited as a positive and distinguishing feature of the community, contributing to a sense of openness and ease of travel.

Further discussion addressed enforcement challenges that could arise if narrower streets required limiting or restricting on-street parking. Council Members questioned how such restrictions would realistically be enforced and expressed concern that reduced widths would exacerbate existing parking pressures, particularly given that residential developments already provide minimal off-street parking.

Council Members also discussed the perception that the push for narrower streets is driven primarily by development interests seeking to reduce construction costs rather than improve community outcomes. While acknowledging the potential legislative risk of maintaining the current standard, the Council expressed a clear preference to prioritize safety, functionality, and community character.

Ultimately, the Council was in agreeance to retain the existing 36-foot residential street standard. Staff was directed to continue monitoring legislative developments and to return to the Council if future changes at the state level require reconsideration. It was also discussed that requests for narrower streets could still be considered on a case-by-case basis through the development agreement process, though such exceptions would require careful evaluation.

- **CITY MANAGER ITEMS – Kyle Laws, City Manager**

Mr. Laws continued with the remaining list of items for presentation to the Council for information and discussion.

- **America 250**

Mr. Laws explained that this year marks the 250th anniversary of the United States, commonly being referred to as America 250, and that there has been a nationwide effort encouraging communities to expand and enhance celebrations throughout the year, as well as on Independence Day. The City plans to take part in honoring America 250 as well.

He explained that this past year, the fireworks show at the Party at the Point featured a choreographed display set to music and additional displays, at no cost. However, maintaining last year's show would cost approximately \$28,000 to \$30,000 due to rising costs, and any enhancements would require additional funding. He also raised the question of whether the City should increase its investment in live entertainment, noting that current band budgets have become increasingly difficult to sustain given rising costs. Council Members generally expressed satisfaction with the quality of last year's fireworks show and indicated that maintaining that level of quality was important. They also supported increasing the band budget to allow for higher-quality or additional performances, including the possibility of securing more recognizable or engaging acts.

Mr. Laws then presented several ideas put together by Staff to expand the City's Party at the Point Celebration and also other events to honor the anniversary throughout the year. The Council and Staff shared numerous ideas including creating interactive displays, such as a large Declaration of Independence banner for attendees to sign, encouraging residents to write letters to military members, and providing visible items such as yard signs, stickers, or window displays, to show participation in America 250 activities. The Council also discussed parade enhancements, including encouraging more themed entries aligned with a patriotic focus and improving overall participation. Suggestions included offering incentives or prizes, incorporating public voting mechanisms, and increasing expectations for business participation in both sponsorship and parade involvement. Additional ideas included expanding youth and educational opportunities, such as essay or art contests, highlighting local history, and incorporating historically themed activities for children. All emphasized the importance of creating opportunities for residents to feel personally connected to the celebration.

Council Members also expressed interest in creating a more prominent veterans presence at the event, potentially including a dedicated area featuring stories, photos, or displays highlighting local service members. It was noted that utilizing existing materials, such as the City's veterans book, could help facilitate this effort.

Importantly, the Council emphasized that the America 250 celebration should extend beyond a single event. There was strong support for implementing year-long initiatives, such as acts of kindness, tree planting efforts, and other community service activities that residents could participate in throughout the year.

The conversation then turned to budget considerations. Mr. Laws explained that the City currently spends approximately \$80,000 to \$90,000 on the Fourth of July event, with a net cost of approximately \$70,000 after accounting for sponsorships and participation fees. He noted that any enhancements would require additional funding from the General Fund, which ultimately impacts future

capital projects. The Council discussed the importance of making the 250th anniversary celebration meaningful and memorable, recognizing it as a unique, one-time opportunity. While acknowledging fiscal considerations, the Council expressed general support for increasing the event budget. Discussion suggested a potential increase in the range of approximately \$20,000 to \$35,000, with flexibility depending on priorities and available sponsorships.

Staff noted that many of the proposed ideas would require significant coordination and support beyond existing staffing capacity, and it was agreed that the success of the event will depend heavily on community engagement and volunteer involvement. Council Members discussed the value of leveraging their own personal networks, increasing outreach efforts, and getting involved to encourage participation.

Staff was directed to further refine the proposed ideas, identify priorities, develop cost estimates, and return to the Council with a more detailed plan and budget proposal. Staff was also asked to compile information regarding current sponsorships and explore opportunities to expand outreach to both large and small businesses within the community.

- o **Park Accessibility Enhancements**

Mr. Laws presented a proposal to improve accessibility within the City park, particularly in areas surrounding the baseball fields. He explained that while recent improvements have enhanced certain areas, there remains a lack of accessible pathways connecting parking areas to fields and facilities.

The proposed improvements would include constructing additional concrete pathways to create more direct and accessible routes throughout the park. These improvements would benefit individuals using wheelchairs, strollers, or other mobility aids, as well as improve overall convenience for all park users.

Council Members expressed strong support for the proposal, noting that accessibility challenges are a frequent issue and that staff have often needed to assist individuals in reaching fields and facilities. Council Members agreed that improving connectivity within the park would be a worthwhile investment that enhances usability for a wide range of residents.

Staff indicated that funding for the project could potentially come from park impact fees. The Council directed Staff to develop cost estimates and a more detailed proposal for future consideration.

- **MODERATE INCOME HOUSING PLAN AND DEVELOPMENT DISCUSSION – *Mayor Brian Vincent***

Mayor Vincent returned the discussion to the Moderate Income Housing Plan, noting that he had asked Council and Staff to during yesterday's session to review the list of available State strategies and begin identifying which strategies would be appropriate for West Point's next annual update. He acknowledged that several of the available options were difficult to interpret and invited both the Council and Staff to openly discuss which strategies best aligned with the City's long-term vision before any recommendations were brought forward for formal adoption.

Mrs. MacDonald explained that Staff annually reviews the City's existing five adopted strategies and anticipated that several would be completed within the next year or two. She added that some of the current strategies, including those related to accessory dwelling units, may soon become obsolete because of pending State legislation that could require detached ADUs by right and eliminate local authority over certain impact fees. Staff also noted that several of the State's available strategies were not applicable to West Point because the City lacks transit-oriented development opportunities or other qualifying infrastructure. Rather than continually adding new strategies, Staff suggested reducing the number of active strategies as existing items are completed while selecting new strategies that align with projects the City is already pursuing.

The discussion then shifted to the City's long-term vision for the South Interchange Small Area Plan and the City's commercial property near the future West Davis Corridor interchange. The Mayor explained that commercial developers and site selectors have consistently identified the area as one of the most desirable commercial locations along the future corridor but have also indicated that additional residential density is needed before many major retailers will seriously consider locating there. He shared that, although the City had previously pursued opportunities with retailers such as Costco and Home Depot, commercial brokers repeatedly emphasized that future rooftops, increased traffic generated by the freeway, and additional development activity would make the site substantially more marketable. Mr. Laws added that construction activity itself often attracts additional commercial interest by increasing visibility and demonstrating market momentum.

Council members discussed whether additional residential development near the interchange would improve the City's ability to attract commercial investment. Council Member Judd questioned whether surrounding residential growth in neighboring communities, particularly Syracuse, should already contribute to retailer demand. Staff responded that commercial developers generally evaluate the broader market area rather than municipal boundaries and agreed that neighboring rooftops do contribute to market potential. Mr. Davis explained that commercial development is influenced not only by population but also by traffic counts, freeway access, visibility, and compatibility with surrounding land uses. He noted that regional commercial centers typically transition from retail to higher-density residential before reaching traditional single-family neighborhoods, making higher-density housing near the interchange a logical planning approach.

Throughout the discussion, Council Members reaffirmed that attracting quality commercial and retail development to the South Interchange area remains one of the City's highest economic development priorities. The Mayor emphasized that expanding the City's commercial tax base is essential to maintaining City services without placing an increasing burden on residential property taxes. Mr. Laws agreed, stating that the interchange property represents the best opportunity in West Point for long-term commercial growth and should remain the City's primary focus for future economic development. Council Members generally expressed consensus that commercial development in this area continues to be a fundamental objective of the City's long-range planning efforts.

The conversation then focused extensively on the proposed Jay Fisher mixed-use development, which includes apartments, townhomes, cottage homes, and commercial uses. Mrs. MacDonald explained that the proposed apartment component exceeds the density currently permitted under City zoning but could provide an opportunity to satisfy future moderate-income housing strategies while supporting the commercial vision for the interchange. He noted that the developer's proposal has evolved considerably over multiple revisions, reducing density and incorporating a greater variety of housing types in response to City feedback. Staff further explained that, because the apartments would remain under single ownership and long-term professional management, the development differs significantly from many traditional apartment complexes.

Several Council Members discussed public concerns regarding apartments, including perceptions related to crime, traffic, and transiency. The Mayor shared feedback received from other communities where the developer has completed projects, noting that elected officials consistently praised the quality of construction, ongoing property maintenance, and professional management. Mr. Laws referenced prior research conducted with the Davis County Sheriff's Office showing no measurable increase in criminal activity associated with the City's existing apartment development and explained that previous law enforcement data did not support many of the concerns commonly raised during public hearings. Council Member Judd emphasized that apartments serve many residents during transitional periods of life, including young adults, military families, and individuals rebuilding after divorce, and encouraged viewing apartment residents as members of the community rather than as outsiders. Ms. Arnold added that today's apartment communities differ substantially from older perceptions, noting that many modern developments offer secured access, higher-quality construction, and rental rates comparable to or exceeding many mortgage payments. Several participants agreed that continued public education would be necessary if the City chooses to pursue additional apartment development.

Council Members also discussed balancing growth with preserving West Point's character. Some expressed concern that approving additional apartments could fundamentally change the community, while others emphasized that growth associated with the West Davis Corridor is already occurring and that the City should proactively guide development rather than allowing future State legislation to dictate land use decisions. Mr. Laws explained that proposed legislation would allow housing on certain State-owned surplus property regardless of local zoning, using the State-owned property along 2000 West as an example of why maintaining local planning authority is critical. The Mayor noted that during a recent meeting with legislative leadership, State officials complimented West Point's planning efforts and indicated the City is pursuing the type of balanced growth the Legislature hopes to encourage statewide.

The discussion also addressed the importance of providing a variety of housing opportunities within the community. Council Members observed that many young adults raised in West Point are forced to leave the City because starter homes, townhomes, and rental opportunities are limited. Mrs. Norwood shared that both of her married children relocated to other communities because West Point lacked housing options appropriate for first-time homebuyers. Mr. Davis added that communities experience significant change when younger generations can no longer afford to remain where they were raised, emphasizing the importance of maintaining housing opportunities for residents throughout different stages of life. Council Members also discussed the challenges faced by senior residents on fixed incomes and recognized that strengthening the City's commercial tax base is necessary to reduce long-term reliance on residential property taxes.

Returning to the Moderate Income Housing Plan, Mrs. MacDonald explained that several of the State's available strategies could be satisfied through projects the City is already considering, particularly the Jay Fisher development. She noted that incentives such as allowing additional residential density, reduced parking requirements, impact fee waivers, or affordability commitments could satisfy multiple State strategies while advancing projects already identified in the City's long-range plans. Staff also discussed future opportunities involving Community Development Areas (CDAs), mixed-use development, and senior housing, emphasizing that the City should continue selecting strategies that align with existing planning efforts rather than adopting policies solely to satisfy State requirements.

As the discussion concluded, Staff recommended preparing the City's next Moderate Income Housing Plan update for consideration prior to the new fiscal year. The Council expressed support for continuing to evaluate strategies tied to the South Interchange Small Area Plan and the proposed Jay Fisher development, while allowing existing strategies to remain in place until completed. Staff was directed to prepare recommendations for the Council's annual Moderate Income Housing Plan update, including strategies that support the City's commercial development goals, preserve local land use authority, and provide credit toward the State's housing requirements.

- **MISCELLANEOUS ITEMS**

Mayor Vincent stated that this last portion of the meeting is a time for the Council to share any items that they would like to discuss. He started the discussion explaining that he has received requests from residents to improve pedestrian safety along **3500 West** by constructing a sidewalk between approximately **800 North and 550 North** as part of the City's Safe Routes to School. Mr. Davis reviewed the engineering challenges associated with the project, explaining that Staff had recently submitted a grant application to reconstruct the entire 3500 West corridor and hoped to complete the sidewalk improvements as part of that larger project. If grant funding was not secured, Staff would need to consider constructing an interim sidewalk solution. Mr. Davis explained that installing a sidewalk on the west side of the roadway would require piping an existing irrigation ditch, significantly increasing construction costs, while placing the sidewalk on the east side would require students to cross 3500 West in order to reach existing pedestrian routes. Council Members discussed several possible alternatives, including relocating crossing points, installing temporary asphalt or concrete sidewalks, and constructing only the most critical sidewalk segments until full roadway reconstruction could occur.

Council Members expressed concern that delaying improvements until the entire roadway is reconstructed could leave students without a safe walking route for several more years. Mr. Davis noted that constructing permanent sidewalks before roadway reconstruction would likely result in portions of the improvements being removed and rebuilt later, increasing overall project costs. Mayor Vincent suggested that Staff continue pursuing outside grant funding while also exploring whether local transportation funding or County transportation sales tax funds could be used to construct interim improvements if necessary. Staff reported that applications had already been submitted through multiple funding sources, including the Wasatch Front Regional Council and Davis County transportation programs.

The discussion then shifted to another pedestrian concern involving the unfinished sidewalk connection near 700 South, where students frequently cross outside the designated school walking route despite existing recommendations directing them elsewhere. Mrs. MacDonald explained that numerous requests had been received to complete the missing sidewalk segment because students continue crossing the roadway at that location regardless of the designated route. Council Members discussed whether constructing the sidewalk would improve safety or unintentionally encourage additional crossings at an undesignated location. Mr. Laws observed that if the City installs the sidewalk, residents will naturally expect a marked crosswalk and additional traffic control improvements to follow. Council Members also discussed evaluating reduced school-zone speed limits, additional warning signage, and enhanced crossing protection if improvements move forward.

Council Member Chatterton also raised concerns regarding the visibility and protection of the City's crossing guards, recommending that the City evaluate illuminated crossing signs or other enhanced safety devices to increase driver awareness. He shared an example of recently witnessing a crossing guard nearly struck by a vehicle despite existing warning signs. Staff agreed to review available options and continue evaluating opportunities to improve crossing guard safety throughout the City.

Mayor Vincent then introduced a discussion regarding improvements to the Historic Trail area adjacent to the cemetery and Public Works property. He suggested relocating the existing trail marker closer to the trail itself to improve visibility and make the monument more meaningful for trail users. Council Members also discussed creating a more attractive interpretive feature at the site, potentially including a larger monument similar to historical displays found in neighboring communities, interpretive signage describing the area's pioneer history, and other enhancements recognizing the historic trail corridor. It was noted that community

members had previously expressed interest in assisting with additional historical improvements, including the possibility of installing a decorative covered wagon display.

The Council also discussed the long-standing need for a public restroom near the cemetery and trail. Several alternatives were considered, including constructing a permanent restroom facility, installing a screened portable restroom, or placing a temporary portable restroom near the trailhead until permanent improvements can be completed. Staff noted that constructing a permanent restroom would require sewer connections and additional infrastructure but may now be more feasible because of recent utility improvements in the area. Council Members also discussed adding a drinking fountain to serve both trail users and cemetery visitors. Mrs. Norwood noted that the Healthy Utah Coalition had previously identified a drinking fountain along the trail system as a community priority because no such amenities currently exist in that portion of the regional trail network. Ms. Arnold suggested locating restroom facilities closer to the trail while remaining adjacent to City property so they could serve both trail users and cemetery visitors without encouraging use of the Public Works building. Staff also discussed constructing a decorative enclosure around any temporary portable restroom to improve aesthetics while longer-term improvements are evaluated.

The Council expressed support for continuing to pursue funding opportunities for the 3500 West sidewalk improvements while evaluating interim pedestrian safety measures if full roadway reconstruction is delayed. Staff was also directed to continue evaluating options for completing missing sidewalk connections, improving crossing guard visibility, and enhancing school-route safety. Regarding the Historic Trail area, the Council supported further exploration of relocating the trail marker, improving historical interpretation, and evaluating both temporary and permanent restroom facilities, including the addition of a drinking fountain, as part of future park and cemetery improvements.

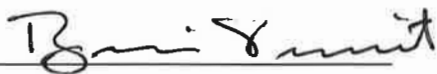
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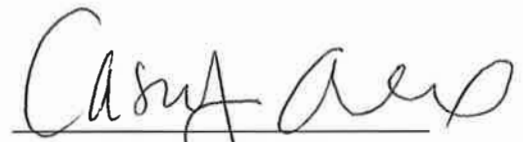
Before adjourning, Mayor Vincent thanked the Council and Management Team for their participation throughout the two-day Planning & Visioning Session. He expressed appreciation for the significant amount of preparation completed by Staff and acknowledged that many of the discussions generated additional assignments for the Management Team. He stated that the purpose of the retreat was to provide long-term policy direction and thanked everyone for their willingness to engage in thoughtful discussion as the City continues planning for West Point's future.

Mayor Vincent adjourned the Saturday Session of the meeting at approximately 12:10 PM.

The 2026 Planning & Visioning Session concluded.

APPROVED THIS 7 DAY OF July, 2026:


BRIAN VINCENT, MAYOR


CASEY ARNOLD, CITY RECORDER



