WEST POINT CITY COUNCIL
MEETING NOTICE & AGENDA
AUGUST 4, 2026
WEST POINT CITY HALL
3200 W 300 N | WEST POINT, UT 84015

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

- **THIS MEETING IS OPEN TO THE PUBLIC AND HELD AT WEST POINT CITY HALL**
- **A LIVE STREAM OF THE MEETING IS AVAILABLE FOR THE PUBLIC TO VIEW:**
  » Online: - https://us02web.zoom.us/j/89191939564 **» Telephone:** 1(669) 900-6833 – **Meeting ID: 891 9193 9564**

ADMINISTRATIVE SESSION – 6:30 PM
(Open to the Public)

1. **Discussion Regarding FY2027 Fee Schedule Amendment for Additional Garbage Can Fee –** *Mr. Ryan Harvey* pg. 4
2. **Discussion Regarding a Change Order to the Sewer Expansion Project –** *Mr. Boyd Davis* pg. 6
3. **Other Items**

GENERAL SESSION – 7:00 PM
(Open to the Public)

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer or Inspirational Thought** (*Contact the City Recorder to request meeting participation by offering a prayer or inspirational thought)*
4. **Communications and Disclosures from City Council and Mayor**
5. **Communications from Staff**
6. **Citizen Comment** *(Please approach the podium & clearly state your name and address prior to commenting. Please keep comments to a maximum of 2 ½ minutes. Do not repeat positions already stated; public comment is a time for the Council to receive new information and perspectives)*
7. **Consideration of Approval of West Point City Council Meeting Minutes:**
   a. May 5, 2026 pg. 26 **b. May 19, 2026**
8. **Consideration of Resolution No. 08-04-2026A, Approving an Amendment to the Interlocal Agreement with Davis County for Infrastructure Studies –** *Mr. Boyd Davis* pg. 13
9. **Consideration of Resolution No. 08-04-2026B, Approving an Amendment to the Contract with Bowen Collins & Associates for Storm Drain Infrastructure Study –** *Mr. Boyd Davis* pg. 13
10. **Consideration of Resolution No. 08-04-2026C, Approving a Change Order to the Contract with RJT Excavating for the Sewer Expansion Project Number 2 –** *Mr. Boyd Davis* pg. 6
11. **Consideration of Approval to Remove the Bluff View Subdivision Phase 3 from Warranty –** *Mr. Boyd Davis* pg. 24
12. **Consideration of Approval to Remove the Dahlia Estates Subdivision Phases 1 and 2 from Warranty –** *Mr. Boyd Davis* pg. 25
13. **Motion to Adjourn the General Session**

Posted this 30th day of July, 2026: Casey Arnold
Casey Arnold, City Recorder

I, Casey Arnold, the City Recorder of West Point City, do hereby certify that the above August 4, 2026 West Point City Council Meeting Notice & Agenda was posted at the following locations: 1) West Point City Hall, 2) official City website at www.westpointutah.gov and 3) the Utah Public Notice Website at www.utah.gov/pmn.
Casey Arnold

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate in this meeting shall notify the City at least 24 hours in advance at 801-776-0970.

TENTATIVE UPCOMING ITEMS

**The items listed below are for planning purposes only and are subject to change.*
They should not be relied upon as an official agenda for any City Council meeting.

Date: 08/18/2026

Administrative Session – CANCELLED

General Session – CANCELLED

Special Budget Meeting – 7:00 pm

1. Consideration of Resolution No. ** Adopting the 2026 Property Tax Rate for West Point City
    a. **Public Hearing**
    b. Action
2. **Public Hearing** Regarding the FY2027 Compensation Schedule
3. Consideration of Ordinance No. *, Approving the FY2027 Final Budget for West Point City and All Related Agencies
    a. **Public Hearing**
    b. Action

Date: 09/01/2026

Administrative Session – 6:00 pm

1. Wrap-Up Discussion of the 2026 Party at the Point Celebration – Mrs. Heidi Moss
2. Discussion Regarding **

General Session – 7:00 pm

1. Davis County Sheriff's Office Update
2. Swearing-In of the 2026-2027 West Point City Youth Council – Mayor Brian Vincent
3. Consideration of Approval of a Change Order with Thurgood Excavating for the Addition of a Trail – Mr. Boyd Davis
4. Consideration of Approval of a Change Order with RJT Excavating for the Addition of a Sewer Pipeline – Mr. Boyd Davis
5. Consideration of Resolution No. **, Amending the FY27 Fee Schedule for Additional Garbage Can Fee – Mr. Ryan Harvey
    a. **Public Hearing**
    b. Action
6. Consideration of Approval of Ordinance No. **, Adopting an Amended Sewer Impact Fee for the Annexation Area – Mr. Boyd Davis
    a. **Public Hearing**
    b. Action

Date: 09/15/2026

Administrative Session – 6:00 pm

1. Discussion Regarding **

General Session – 7:00 pm

1. **

Date: 10/06/2026

Administrative Session – 6:00 pm

1. Discussion Regarding **

General Session – 7:00 pm

1. *

Date: 10/20/2026

Administrative Session – 6:00 pm

1. Discussion Regarding **

General Session – 7:00 pm

1. **

PENDING & PERIODIC ITEMS

Administrative Session

1. Quarterly Financial Report – 2nd meeting of the 2nd month after quarter ends (2nd months are February, May, August, November)
2. Code Enforcement Update – May and November
3. Sheriff's Office Quarterly Updates – March, June, Sept, Dec
4. Strategic Planning Update – Quarterly
5. Discussion Regarding Weber Basin Water's Water Exaction Ordinance – Mr. Boyd Davis

WEST POINT CITY

2026 CALENDAR

2026

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

IMPORTANT DATES

JANUARY

- 1 New Year's Observed-CLOSED
- 6 City Council - 6 PM
- 8 Planning Commission - 6 PM
- 13 Senior Lunch - 11:30 AM
- 19 MLK Jr. Day - CLOSED
- 20 City Council - 6 PM
- 22 Planning Commission - 6 PM
- 27 Council/Staff Lunch - 12 PM

FEBRUARY

- 6-7 City Council Planning & Visioning Session
- 10 Senior Lunch - 11:30 AM
- 12 Planning Commission - 6 PM
- 16 President's Day - CLOSED
- 17 City Council - 6 PM
- 26 Planning Commission - 6 PM

MARCH

- 3 City Council - 6 PM
- 12 Planning Commission - 6 PM
- 17 Senior Lunch - 11:30 AM
- 17 City Council - 6 PM
- 26 Planning Commission - 6 PM

APRIL

- 4 EASTER EGG HUNT - 10 AM
- 7 City Council - 6 PM
- 9 Planning Commission - 6 PM
- 10-11 ANNUAL SPRING CLEAN-UP
- 14 Senior Lunch - 11:30 AM
- 21 City Council - 6 PM
- 23 Planning Commission - 6 PM
- 28 Council/Staff Lunch - 12 PM

MAY

- 5 City Council - 6 PM
- 7 CEMETERY CLEANING
- 12 Senior Lunch - 11:30 AM
- 14 Planning Commission - 6 PM
- 19 City Council - 6 PM
- 25 Memorial Day - CLOSED
- 28 Planning Commission - 6 PM

JUNE

- 2 City Council - 6 PM
- 9 Senior Lunch -11:30 AM *(Loy Blake)*
- 11 Planning Commission - 6 PM
- 12 MOVIE IN THE PARK - DUSK
- 13 MISS WEST POINT PAGEANT - 7PM
- 16 City Council - 6 PM
- 19 JUNETEENTH - CLOSED
- 25 Planning Commission - 6 PM

JULY

- 3 & 4 PARTY AT THE POINT EVENTS
- 6 Independence Day Observed - CLOSED
- 7 City Council - 6 PM
- 9 Planning Commission - 6 PM
- 10 MOVIE IN THE PARK - DUSK
- 14 Senior Lunch -11:30 AM *(Loy Blake)*
- 21 City Council - 6 PM
- 23 Planning Commission - 6 PM
- 24 Pioneer Day Holiday - CLOSED

AUGUST

- 4 City Council - 6 PM
- 7 Summer Social - 6:30 PM
- 11 Senior Lunch -11:30 AM *(Loy Blake)*
- 13 Planning Commission - 6 PM
- 14 MOVIE IN THE PARK - DUSK
- 18 City Council - 6 PM
- 27 Planning Commission - 6 PM

SEPTEMBER

- 1 City Council - 6 PM
- 7 Labor Day - CLOSED
- 10 Planning Commission - 6 PM
- 12 DAY OF SERVICE
- 15 Senior Lunch -11:30 AM *(Loy Blake)*
- 15 City Council - 6 PM
- 24 Planning Commission - 6 PM

OCTOBER

- 1 CEMETERY CLEANING
- 6 City Council - 6 PM
- 8 Planning Commission - 6 PM
- 10 FALL FESTIVAL/CHALK ART EVENT
- 12 Employee Training - CLOSED
- 20 Senior Lunch - 11:30 AM
- 20 City Council - 6 PM
- 22 Planning Commission - 6 PM
- 23-24 ANNUAL FALL CLEAN-UP
- 27 Council/Staff Lunch - 12 PM

NOVEMBER

- 3 GENERAL ELECTION DAY
- 10 Senior Lunch - 11:30 AM
- 11 Veterans Day - CLOSED
- 12 Planning Commission - 6 PM
- 13-14 CHRISTMAS FARMER'S MARKET
- 17 City Council - 6 PM
- 26-27 Thanksgiving - CLOSED
- 30 CITY HALL LIGHTING - 6 PM

DECEMBER

- 1 City Council - 6 PM
- 4 Christmas Party - 7 PM
- 6 CHILD REMEMBRANCE - 7 PM
- 8 Senior Lunch - 11:30 AM
- 10 Planning Commission - 6 PM
- 15 City Council - 6 PM
- 18 CEMETERY LUMINARY - 4 PM
- 24-25 Christmas Holiday - CLOSED
- 1 New Year's - CLOSED

*AS OF January 1, 2026

CITY COUNCIL STAFF REPORT

Subject: FY2027 Fee Schedule – Garbage Cans
Author: Ryan Harvey
Department: Administrative Services
Date: August 4, 2026

Background

West Point City currently charges, as part of the building permit, the cost of providing one black garbage can for each new residence. Residents may request a second black can. The practice of the City has been to provide this second black can to residents free of charge, even though in the fee schedule it is listed as a $110 fee. Both the first and second black cans are currently charged the same monthly rate of $14.55. The City generally does not allow residents to have a third black garbage can, except in rare circumstances. This policy has been intended to encourage residents to use recycling cans rather than continuing to add additional black garbage cans. Staff would like to discuss the current policy and fee structure with the City Council and receive direction on how the City would like to handle additional garbage cans going forward.

Analysis

Initial Fee for an Additional Can

The current $110 fee was established several years ago because that was approximately the amount the City paid to purchase a new garbage can. However, the garbage can remains the property of the City, and residents are asked to return the can when they move out of the City. It is unclear when the practice of not charging this fee began, but staff believes that this fee should be charged. However, because the City may be able to use the can again for another resident, staff believes it may no longer make sense to charge the resident the full cost of the can.

Monthly Garbage Can Rate

Currently, both the first and second black garbage cans are charged at the same monthly rate of $14.55. A higher rate for the 2nd and 3rd can would recognize that customers with additional cans are placing more garbage into the waste system and may encourage residents to use recycling cans when possible.

Third Black Garbage Can

The landfill is almost full, and the City will need residents to recycle more in the future. One of the reasons the City has not generally allowed a third black garbage can is to steer residents toward recycling rather than increasing the amount of garbage being taken to the landfill.

The Council could choose to continue the current policy and only allow third black cans in rare circumstances.

The Council could also choose to allow third black cans but charge a higher initial fee, a higher monthly rate, or both. This would give residents more flexibility while still providing a financial incentive to recycle.

City Philosophy

The larger question for the Council is what philosophy the City wants to follow going forward. The Council may want to continue using garbage can limits and pricing to encourage recycling. The Council may also decide that residents should be allowed to pay for additional garbage service if they need it.

With all of that in mind, Staff would like direction on the following questions:

1. *Should the City continue to generally prohibit third black garbage cans?*
2. *Should the initial fee for an additional black garbage can remain at $110 or be reduced?*
3. *Should second and third black garbage cans be charged the same monthly rate as the first can?*

Options include, but are not limited to:

- *Current*
  Additional Can Fee: $110
  1st Black Can Rate: $14.55
  2nd/3rd Black Can Rate: $14.55

- *Reduce Additional Can Fee, Start Charging Fee*
  Additional Can Fee: $55
  1st Black Can Rate: $14.55
  2nd/3rd Black Can Rate: $14.55

- *Reduce Additional Can Fee, Charge more per month for Additional Cans*
  Additional Can Fee: $25
  1st Black Can Rate: $14.30
  2nd/3rd Black Can Rate: $15.30

Recommendation

Staff would like the Council to discuss the City's policy regarding additional black garbage cans and provide direction on the initial fee, monthly rate, and whether third black garbage cans should be allowed. Based on Council direction, staff will bring back any necessary changes to the City's Fee Schedule.

Significant Impacts

As outlined above.

Attachments

None.

CITY COUNCIL STAFF REPORT

Subject: Change Order – Sewer Expansion Project
Author: Boyd Davis
Department: Engineering
Date: August 4, 2026

Background

The sewer expansion project is nearing completion and there is a small amount of funding remaining that can be used for an additional project. We have received pricing from our contractor to some additional work and we would like to present this to the City Council for your consideration.

Analysis

It is estimated that we will have between $300-$500K left over after all currently approved projects are complete. This is enough funding to complete another pipeline and we have identified the line on 4500 West as the next best location. Nilson homes recently installed a sewer line on 4500 W from 1800 N to about 2000 N and it would be great to extend that line north to the Howard Slough. This will complete that entire section and will provide service to the existing homes and to future growth.

We believe extending the existing pipe (identified as Section A) is the best use of the remaining funds, however, we also asked for pricing for two other pipelines on 4500 West just to have all options available. These sections include the Howard Slough to 2425 N (Section B) and the County line to 2425 N (Section C). These are also good sections, but we believe starting with section A is the top priority because it will serve the most homes and we have enough funding to complete the full line. The prices of all three sections are listed below:

Section	Location	Price
A	2000 N to Howard Slough	$271,390.99
B	Howard Slough to 2425 N	$359,852.83
C	2425 N to County Line	$388,657.73

If approved, this will be a change order to the existing contract with RJT Excavating and represents a change order of approximately 15%, which requires City Council approval.

Recommendation

Staff recommends approval of the change order to the contract by resolution.

Significant Impacts

None

Attachments

Resolution
Change Order
Map

RESOLUTION NO. 08-04-2026C
A RESOLUTION APPROVING A
CHANGE ORDER TO THE CONTRACT
BETWEEN RJT EXCAVATING
AND WEST POINT CITY

WHEREAS, West Point City entered into a Contract with RJT Excavating in August 2024 to construct a sewer pipelines known as the Sewer Expansion Project Number 2 Schedules A & B (Project); and

WHEREAS, the City now desires to amend said contract to include additional work; and

WHEREAS, the additional work includes the construction of a sewer pipeline on 4500 W from approximately 2000 N to 2200 N, identified as Section A; and

WHEREAS, a change order to the contract has been prepared; and

WHEREAS, the City Council has reviewed said change order and finds it acceptable and in good order.

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED, by the City Council of West Point City as follows:

1. The City Council hereby accepts the change order, which is attached hereto and incorporated by this reference.
2. The Mayor is hereby authorized to sign and execute said change order.

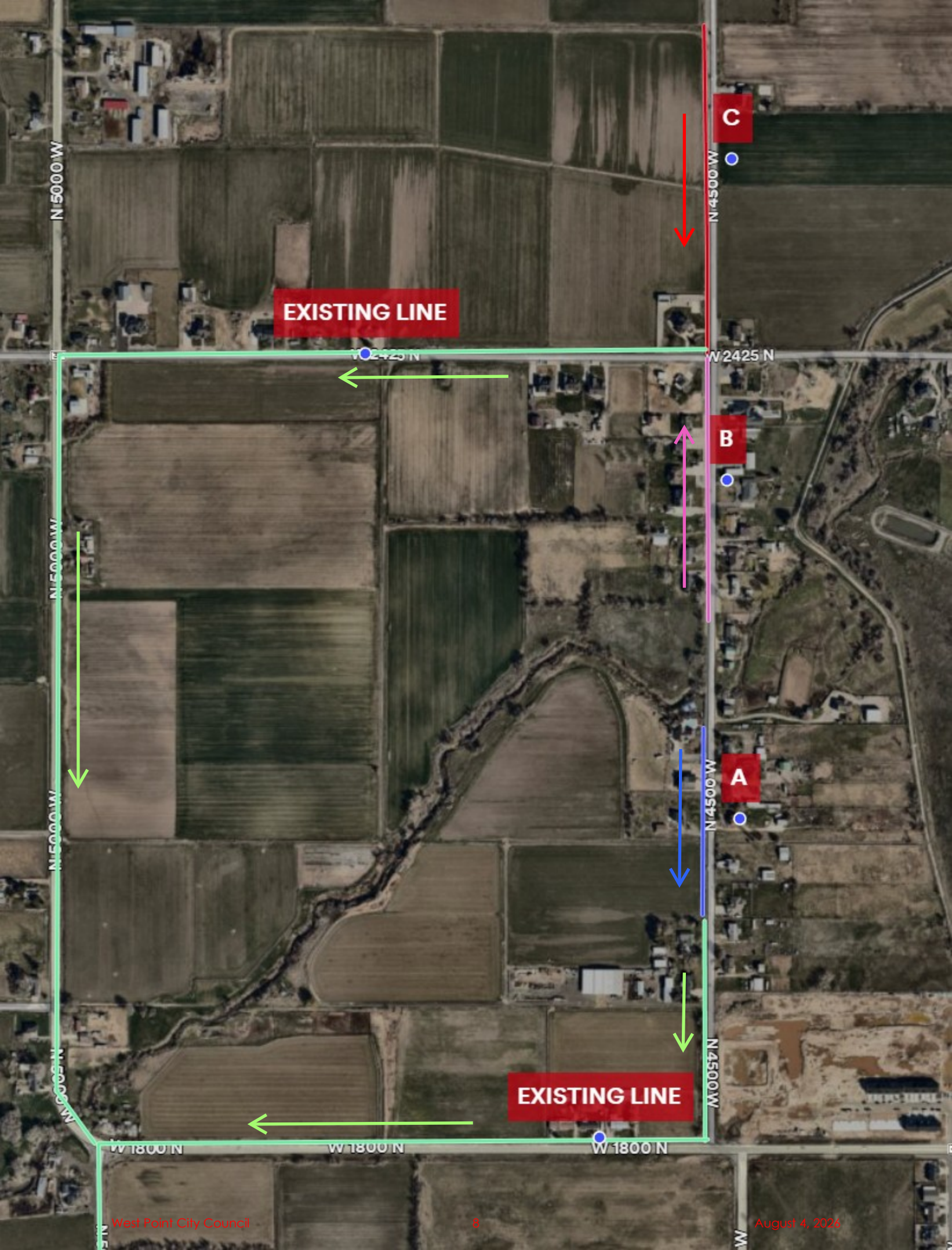
PASSED AND ADOPTED this 4th day of August, 2026.

WEST POINT CITY,
A Municipal Corporation

By:_____
Brian Vincent, Mayor

ATTEST:

_____
Casey Arnold, City Recorder


C
EXISTING LINE
W 2425 N
B
A
EXISTING LINE
W 1800 N
W 1800 N
W 1800 N
N 4500 W
N 5000 W

CHANGE ORDER NO.: 3

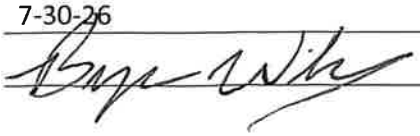
Owner:	West Point City	Owner's Project No.:	
Engineer:	J-U-B Engineers, Inc.	Engineer's Project No:	55-22-117
Contractor:	RJT Excavating	Contractor's Project No.:	
Project:	West Point Sewer Expansion C		
Contract Name:			
Date Issued:	8-4-26	Effective Date of Change Order:	8-4-26

The Contract is modified as follows upon execution of this Change Order:

Description:

This adds 790 feet of sewer line on 4500 West from the intersection of 1800 North to the Howard Slough. See the attached change order proposal from RJT Excavating for Option A. Options B and C are not included as part of this change order.

Change in Contract Price	**Change in Contract Times**
Original Contract Price: $ 726,248.17	Original Contract Times: Substantial Completion: October 15, 2025 Ready for final payment: November 30, 2025
Increase from previously approved Change Orders No. 1 to No. 2: $ 15,437.58	**Increase** from previously approved Change Orders No.1 to No. 2 Substantial Completion: None Ready for final payment: None
Contract Price prior to this Change Order: $ 741,685.75	Contract Times prior to this Change Order: Substantial Completion: October 15, 2025 Ready for final payment: November 30, 2025
[Increase] this Change Order: $ 271,390.99	**Increase** this Change Order: Substantial Completion: September 30, 2025 Ready for final payment: October 30, 2025
Contract Price incorporating this Change Order: $ 1,013,076.74	Contract Times with all approved Change Orders: Substantial Completion: September 30, 2026 Ready for final payment: October 30, 2026

	Recommended by Engineer	Authorized by Owner
By:	Bryce Wilcox	
Title:	Project Manager	
Date:	7-30-26	
Signature:		

EJCDC® C-941, Change Order.
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	Approved by Contractor	Approved by Funding Agency
By:		
Title:		
Date:		
Signature:		

EJCDC® C-941, Change Order.
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RJT EXCAVATING

To:	West Point City	**Contact:**	
Address:	West Point, UT	**Phone:**	
		Fax:	
Project Name:	West Point SCD-D 2026	**Bid Number:**	
Project Location:		**Bid Date:**	

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
A					
1A	Mobilization	1.00	LS	$9,800.00	$9,800.00
2A	Traffic Control	1.00	LS	$9,932.63	$9,932.63
4A	10" PVC SDR-35	760.00	LF	$152.42	$115,839.20
5A	5 ft Reinforced Concrete Manhole	2.00	EACH	$8,190.00	$16,380.00
6A	Trench Plug	2.00	EACH	$2,750.00	$5,500.00
7A	Sewer Lateral	9.00	EACH	$4,950.00	$44,550.00
8A	Connect to Existing Gravity Sewer Manhole Stub	1.00	EACH	$1,320.00	$1,320.00
9A	Imported Pipe Foundation Material (Type A1)	84.00	TON	$31.74	$2,666.16
10A	Imported Bedding Material (Type A2)	300.00	TON	$27.09	$8,127.00
11A	Imported Structural Fill Material (Type A3)	20.00	TON	$26.09	$521.80
12A	Imported Granular Borrow (Type A6)	584.00	TON	$16.58	$9,682.72
13A	Imported Untreated Base Course (Type A4)	234.00	TON	$28.64	$6,701.76
14A	HMA APWA PG-58-28	178.00	TON	$207.89	$37,004.42
15A	Asphalt Surface Removal	4,610.00	SF	$0.73	$3,365.30
		Total Price for above A Items:			**$271,390.99**
B					
1B	Mobilization	1.00	LS	$9,800.00	$9,800.00
2B	Traffic Control	1.00	LS	$9,932.63	$9,932.63
4B	10" PVC SDR-35	1,010.00	LF	$152.42	$153,944.20
5B	5 ft Reinforced Concrete Manhole	2.00	EACH	$8,190.00	$16,380.00
6B	Trench Plug	2.00	EACH	$2,750.00	$5,500.00
7B	Sewer Lateral	15.00	EACH	$4,950.00	$74,250.00
8B	Connect to Existing Gravity Sewer Manhole Stub	1.00	EACH	$1,320.00	$1,320.00
9B	Imported Pipe Foundation Material (Type A1)	112.00	TON	$31.74	$3,554.88
10B	Imported Bedding Material (Type A2)	400.00	TON	$27.09	$10,836.00
11B	Imported Structural Fill Material (Type A3)	20.00	TON	$26.09	$521.80
12B	Imported Granular Borrow (Type A6)	776.00	TON	$16.58	$12,866.08
13B	Imported Untreated Base Course (Type A4)	312.00	TON	$28.64	$8,935.68
14B	HMA APWA PG-58-28	234.00	TON	$207.89	$48,646.26
15B	Asphalt Surface Removal	4,610.00	SF	$0.73	$3,365.30
		Total Price for above B Items:			**$359,852.83**
C					
1C	Mobilization	1.00	LS	$9,800.00	$9,800.00
2C	Traffic Control	1.00	LS	$9,932.63	$9,932.63

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
4C	10" PVC SDR-35	1,290.00	LF	$152.42	$196,621.80
5C	5 ft Reinforced Concrete Manhole	4.00	EACH	$8,190.00	$32,760.00
6C	Trench Plug	3.00	EACH	$2,750.00	$8,250.00
7C	Sewer Lateral	3.00	EACH	$4,950.00	$14,850.00
8C	Connect to Existing Gravity Sewer Manhole Stub	1.00	EACH	$1,320.00	$1,320.00
9C	Imported Pipe Foundation Material (Type A1)	143.00	TON	$31.74	$4,538.82
10C	Imported Bedding Material (Type A2)	508.00	TON	$27.09	$13,761.72
11C	Imported Structural Fill Material (Type A3)	20.00	TON	$26.09	$521.80
12C	Imported Granular Borrow (Type A6)	992.00	TON	$16.58	$16,447.36
13C	Imported Untreated Base Course (Type A4)	398.00	TON	$28.64	$11,398.72
14C	HMA APWA PG-58-28	302.00	TON	$207.89	$62,782.78
15C	Asphalt Surface Removal	7,770.00	SF	$0.73	$5,672.10
				Total Price for above C Items:	**$388,657.73**

Base Bid Price Subtotal: **$1,019,901.55**

Total Bid Price: **$1,019,901.55**

ACCEPTED:

The above prices, specifications and conditions are satisfactory and hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

RJT Excavating

Authorized Signature: _____

Estimator:

CITY COUNCIL STAFF REPORT

Subject: Infrastructure Studies – Amendments
Author: Boyd Davis
Department: Engineering
Date: August 4, 2026

Background

Over the past year, the city has completed two separate studies of the infrastructure in the newly annexed area of the city. The purpose of the studies was to assess the condition of the existing roads and storm drain system in the area. The studies were done in collaboration with Davis County and the City and County agreed to each pay half of the costs. The cost sharing arrangement was formalized in an interlocal agreement that was approved last October.

The two studies are complete, however, the County would like to extend the storm drain study to include an additional study of the Howard Slough, which was not part of the original scope of work. The County would like to amend the existing agreement to include the additional work and are willing to pay for the additional cost.

Analysis

The Howard Slough is a large natural drainage channel flowing through Weber and Davis Counties and crosses through the northwest corner of West Point City. Most of the developments being proposed in this area will discharge storm water into the Howard Slough and the County has the responsibility of reviewing and permitting all requests to connect to the slough. Although the County has responsibility over the slough, not much attention has been given to it because the area has been very rural. The County has never done a study of the slough, and they do not have a good idea of its capacity. Now that they are receiving requests for permits, they would like to get a better understanding of the capacity.

Because the City and County are already in partnership on the current storm drain study and have a consultant under contract, the County would like to simply add this to the scope of work that Bowen Collins is already doing. The County is also willing to pay the full cost of the additional work because they understand that the slough is in their jurisdiction and is their responsibility. However, to demonstrate that the contract is a partnership the county would like to show in the agreement that West Point is paying half but will offset that by reducing an equal amount the City will pay for the original study.

The cost of the original storm drain study was $151,000 and the new study will be an additional $65,000. The City agreed to pay $76,000 for the original study and that will remain the same amount the City will be obligated to pay under the new agreement. This is summarized as follows:

Original Agreement

	Storm Drain Study
City	$ 76,000.00
County	$ 75,000.00
	$ 151,000.00

Amended Agreement

	Storm Drain Study	Howard Slough Study	Total
City	$ 43,500.00	$ 32,500.00	$ 76,000.00
County	$ 107,500.00	$ 32,500.00	$ 140,000.00
			$ 216,000.00

In order to formalize this, amendments to the interlocal agreement and the contract with Bowen Collins both need to be approved by the City Council. Both amendments are attached to this report for your review.

Recommendation

Staff recommends approval of the amendments by resolution.

Significant Impacts

None

Attachments

Resolution – Davis County
Resolution – Bowen & Collins
Amendments

RESOLUTION NO. 08-04-2026A
A RESOLUTION APPROVING AN AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN DAVIS COUNTY AND WEST POINT CITY

WHEREAS, a large area of land was recently annexed into the City known as the Ivy Meadows and Adjoining Properties Annexation; and

WHEREAS, the purpose of the annexation was to accommodate residential development, for which the City has received multiple applications; and

WHEREAS, the City and the County entered into an interlocal agreement to assess the adequacy of the existing Infrastructure for new development; and

WHEREAS, the City and the County now desire to amend said interlocal agreement to include additional work and cost; and

WHEREAS, the City and County desire to share the costs of said studies.

WHEREAS, an amendment to the inter-local agreement has been written that allows Davis County to pay West Point City for their share of the costs; and

WHEREAS, the City Council has reviewed said amendment and finds it acceptable and in good order.

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED, by the City Council of West Point City as follows:

1. The City Council hereby accepts the amendment, which is attached hereto and incorporated by this reference.
2. The Mayor is hereby authorized to sign and execute said amendment.

PASSED AND ADOPTED this 4th Day of August, 2026.

WEST POINT CITY,
A Municipal Corporation

By:_____
Brian Vincent, Mayor

ATTEST:

_____
Casey Arnold, City Recorder

AMENDMENT NO. 1 TO INTERLOCAL COOPERATION REIMBURSEMENT AGREEMENT BETWEEN DAVIS COUNTY, UTAH AND WEST POINT, UTAH

THIS AMENDMENT NO. 1 TO INTERLOCAL COOPERATION REIMBURSEMENT AGREEMENT BETWEEN DAVIS COUNTY, UTAH AND WEST POINT, UTAH (**"Amendment No. 1"**) is between the City of West Point, Utah, a body politic and political subdivision of the State of Utah (**"West Point"**), and Davis County, Utah, a body politic and political subdivision of the State of Utah **("Davis County")**.

RECITALS:

A. The parties previously entered into an *Interlocal Cooperation Reimbursement Agreement Between Davis County, Utah and West Point, Utah* ("**Original Agreement**") for the purpose of providing funding for engineering studies to assess the adequacy of the existing transportation and storm drain infrastructure (including Class B and Class C roads) for new development in both the City and the unincorporated County.

B. The Original Agreement included Section 2 stating that the cost of the Storm Drain Study would be $151,000 and that West Point would seek reimbursement from Davis County for 50% of the costs. The parties now desire to add additional work and costs to the Storm Drain Study to include a study of the Howard Slough, which is a natural drainage channel flowing through Davis County and West Point City.

C. Exhibit A; Scope of Work. The additional work that the parties desire to have done is described in the Scope of Work.

D. Exhibit B; Engineering Man-hours and Fee Estimate. The costs for the additional work are shown in the Fee Estimate.

NOW, THEREFORE, in consideration of the mutual promises, covenants, stipulations and agreement herein contained in this Amendment No. 1, the parties hereby agree as follows:

1. Recitals; Defined Terms. The above recitals are incorporated herein and made a part of this Amendment No. 1. All terms used herein with initial capital letters which are not otherwise defined herein shall have the meanings ascribed to them in the Original Agreement.

2. Amendment of Sub-Section 2.2 of the Original Agreement. Sub-Section 2.2 of the Original Agreement shall be amended to read as follows:

> 2.2 The City shall request reimbursement from the County for up to 50% of the permitted cost of the Road/Transportation Study, 71% of the Storm

Drain Study, and 50% of the Howard Slough Study. The total permitted costs of the Infrastructure Studies are as follows:

2.2.1 Road/Transportation Study: $56,000; and

2.2.2 Storm Drain Study: $151,000

2.2.3 Howard Slough Study: $65,000

3. Amendment of Section 3 of the Original Agreement. Section 3 of the original agreement shall be amended to read as follows:

3. The County's Duties, Obligations, Responsibilities, or Otherwise. The County shall reimburse the City in an amount up to 65% of the total permitted cost of the Infrastructure Studies not to exceed a total of $140,000.00 ($28,000 for the Road/Transportation Study, $43,500.00 for the Storm Drain Study, and $32,500 for the Howard Slough Study), only upon all of the following being timely and completely satisfied by the City:

3.1. The City hires the consultants to prepare the Infrastructure Studies in accordance with Section 2.1 above; and

3.2. The City provides completed copies of the Infrastructure Studies in accordance with Section 2.4 above.

3.3. Should the actual cost of the Infrastructure Studies exceed the total permitted cost of the Infrastructure Studies identified in Subsection 2.2 above, the amount of reimbursement by the County to the City shall nevertheless not exceed $140,000.00.

4. Effective Date. The effective date of this Amendment No. 1 is the date that this Amendment No. 1 is signed by both parties.

5. Continuing Effect. Except as specifically modified by this Amendment No. 1, the Original Agreement is in full force and effect and is ratified as amended hereby.

6. Counterparts; digital Signatures; Electronically Transmitted Signatures. This Amendment No. 1 may be executed in counterparts, each of which will be deemed an original but all counterparts together will constitute one agreement. If the parties sign this Amendment No. 1 or electronically transmit signatures by email, such signatures will have the same force and effect as original signatures.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Subaward Agreement as of the date first set forth above.

DAVIS COUNTY:	**WEST POINT CITY:**
By: _____	**By:** _____
Name: _____	**Name:** _____
Title: _____	**Title:** _____
Dated: _____	**Dated:** _____
Attest	**Attest and Countersign**
_____	_____
Brian McKenzie **Davis County Clerk** **Dated:** _____	

RESOLUTION NO. 08-04-2026B
A RESOLUTION APPROVING AN AMENDMENT TO THE CONTRACT BETWEEN BOWEN COLLINS & ASSOCIATES AND WEST POINT CITY

WHEREAS, West Point City Entered into a Contract with Bowen Collins and Associates in August 2025 to complete a study of existing storm drainage infrastructure; and

WHEREAS, the City now desires to amend said contract to include additional scope and fee; and

WHEREAS, the additional scope of work will include a study of the Howard Slough which is a natural drainage channel flowing through West Point City; and

WHEREAS, an amendment to the contract has been prepared; and

WHEREAS, the City Council has reviewed said amendment and finds it acceptable and in good order.

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED, by the City Council of West Point City as follows:

1. The City Council hereby accepts the amendment, which is attached hereto and incorporated by this reference.
2. The Mayor is hereby authorized to sign and execute said amendment.

PASSED AND ADOPTED this 4th day of August, 2026.

WEST POINT CITY,
A Municipal Corporation

By:_____
Brian Vincent, Mayor

ATTEST:

_____
Casey Arnold, City Recorder

Exhibit A
Scope of Work
Howard Slough Study (Option B)

Howard Slough is a drainage channel that flows southwest through Weber County and Davis County, ultimately discharging into the Great Salt Lake. The Howard Slough serves as the outfall for several municipal storm drain systems within Weber and Davis County. Davis County has requested Bowen Collins and Associates to provide a scope for an analysis evaluating estimated peak flows and channel capacity within Davis County, as no known comprehensive study has been completed to estimate flow rates within the slough.

There are multiple bridges and culverts along the slough corridor. As part of this analysis, we will evaluate these crossings to identify any capacity deficiencies. Additionally, we will develop recommended improvements to mitigate potential flooding and provide recommended design flow rates for future crossings along the slough.

The following tasks are included in the scope of work to meet the goals defined above.

Task 1: Coordination Meetings

We will have meetings with the client throughout the project to provide progress updates, coordinate key findings, and obtain feedback. Up to four meetings are anticipated, including: a kickoff meeting, a review of modeling results, a review of recommended improvements and the draft report. One meeting is assumed to be in-person.

Task 2: Gather and Review Data

We will collect available aerial imagery and topographic data from the Utah Geospatial Resource Center (UGRC) for use in the analysis. In addition, we will obtain and review storm drain master plans from the participating cities (West Haven, Roy, Hooper, Clinton and West Point) to identify discharge locations and associated flow information for outfalls to the Howard Slough.

We will also obtain and review each City's GIS storm drain database to further identify and verify outfall locations to the slough. Where available, we will request and review the underlying storm drain master plan models from each City to support development of the hydrologic analyses.

We have assumed that the master plan reports include 10-year or 100-year flow rates for outfalls to the Howard Slough. If the reports do not contain the required flow information, we have assumed that it will be available in the storm drain models provided by the City. If the necessary flow data is not included in either the reports or the City models, then we will not be able to calibrate the model (see task 4).

Task 3: Field Visit

We will complete one field visit to observe the general conditions of the Howard Slough in Davis County and verify needed survey of structures and channel.

Task 4: Survey

We will collect survey data for the Howard Slough within Davis County only. The survey will include culvert and bridge information such as invert elevations, size, material, opening geometry, low chord, and high chord elevations.

Channel cross sections will be obtained at 1,000-foot intervals, as well as upstream and downstream of each culvert or bridge. Each cross section will extend from top of bank to top of bank and will include the flow line, channel toe, water surface, and all relevant grade breaks.

All survey data will be tied to available topographic data from the UGRC website.

Task 5: Hydrology Model

We will develop a hydrologic model using HEC-HMS for the major outfalls along the Howard Slough. Drainage areas will be delineated based on data from the Storm Drain Master Plans and/or storm drain GIS

databases obtained as part of Task 2. Outfalls along the Howard Slough may be combined where appropriate to simplify the model.

Flow rates generated by the HEC-HMS model will be calibrated to match those identified in the applicable storm drain master plans. For this analysis, it is assumed that up to 10 drainage basins will be modeled. The model will evaluate both the 10-year and 100-year storm events. The 10-year event flow rates from the master plan will be used for model calibration, while the 100-year event will be used to develop input hydrographs for the hydraulic model. Hydrologic models will be developed for both existing and full buildout conditions.

Task 6: Hydraulic Model Development

We will develop a one-dimensional hydraulic model of the Howard Slough using HEC-RAS. The model geometry will be based on survey data collected as part of Task 4 and supplemented with Utah Geospatial Resource Center (UGRC) topographic data obtained as part of Task 2. The model will extend from immediately upstream of the Great Salt Lake to the Davis County boundary near 2650 North.

Cross sections will be developed from survey and terrain data and will include representation of key hydraulic structures, including bridges and culverts, along the corridor. We have assumed that there are up to six (6) culverts or bridges along the Howard Slough, based on current aerial photography, and that no other hydraulic structures are present within the study reach. Manning's roughness coefficients will be assigned based on field observations, aerial imagery, and standard engineering references.

The hydraulic model will be limited to the main channel only. No analysis of overbank areas or the floodplain outside the channel banks will be included. The purpose of the model is to estimate channel capacity and evaluate whether sufficient conveyance exists to pass the 100-year flow within the channel limits.

The model will be run under unsteady flow conditions and will incorporate the 100-year hydrographs developed as part of Task 5. A normal depth or stage-based boundary condition will be applied at the downstream limit near the Great Salt Lake, based on available lake level data.

Both existing and full buildout conditions will be evaluated. The full buildout model will incorporate increased runoff associated with ultimate development conditions as defined in the respective storm drain master plans.

Task 7: Identify Deficiencies and Develop Capital Improvements Plan

Existing system deficiencies and deficiencies under full buildout conditions will be identified as part of this analysis. Existing culverts and bridges will be evaluated under both conditions to identify hydraulic deficiencies.

This information will be used to develop a Capital Improvements Plan (CIP) for budgeting and planning purposes. A hydraulic model of the recommended improvements will not be developed. Instead, improvements will be sized using inlet nomographs and Manning's equation.

The recommended improvements will include the following:

- **Culvert Size** – A recommended culvert size will be provided for crossings that are undersized for the 100-year flow rate.
- **Concept Channel Section** – A conceptual channel cross section will be provided, including recommended bottom width, side slopes, depth, and freeboard requirements.
- **Riprap Sizing** – We will recommend riprap sizing along the corridor based on the velocity identified in the hydraulic model.
- **Future Flow Rates** – We will identify flow rates required for future crossing along the Howard Slough within Davis County.

A list of capital improvement projects, including planning-level cost estimates, will be developed.

Task 8: Report Preparation

A report summarizing the results of this study will be prepared. The report will document the analyses,

findings, and will include exhibits identifying existing facilities, deficiencies, design flow rates, and recommended capital improvement projects.

A draft report summarizing the study results and presenting the Capital Improvements Plan (CIP) will be submitted to the client for review. We have assumed that one set of consolidated comments will be provided by the client, which will be incorporated into the final report.

Schedule
We will complete a draft version of the report within four (4) months of receiving the Notice to Proceed.

Fee
Services will be provided on a time-and-materials basis, with a total fee not to exceed $65,000 without prior written authorization from the Client. See Exhibit B.

Exhibit B - Howard Slough Study (Option B)

Davis County

Engineering Man-hours and Fee Estimate

6/11/2026

		Office		Engineers					Subtotal Hours	Subtotal Labor	Subtotal Expenses	Total Cost
	Labor Category	Account	Editor	CAD	Staff	PE	PM	PIC				
	Staff	Skousen	Williams	Black	Oldham	Jorgensen	Ballentine	Seamons				
	Labor Rate	$140	$92	$139	$144	$167	$199	$199				
Task	**Task Description**											
1	Coordination Meetings					20	20	8	**48**	$8,912	$368	$ 9,279.50
2	Gather and Review Data				10		2	0	**12**	$1,838	$0	$ 1,838.00
3	Field Visit				20		0	0	**20**	$2,880	$225	$ 3,105.00
4	Survey				1		1	0	**2**	$343	$8,240	$ 8,583.00
5	Hydrology Model				25	5	2	0	**32**	$4,833	$0	$ 4,833.00
6	Hydraulic Model Development				50	30	8	2	**90**	$14,200	$0	$ 14,200.00
7	Identify Deficiencies and Develop Capital Improvements Plan				30	15	4	2	**51**	$8,019	$0	$ 8,019.00
8	Report Preparation	3	10		50	30	5	3	**101**	$15,142	$0	$ 15,142.00
	Subtotal Hours	**3**	**10**	**0**	**186**	**100**	**42**	**15**	**356**			
	Subtotal Cost									**$ 56,167**	**$ 8,833**	**$ 65,000**

Expenses include:

Mileage reimbursement at $0.75/mile

10% Markup on other project related expenses

See scope of work for budgetary assumptions

CITY COUNCIL STAFF REPORT

Subject: Warranty – Dahlia Estates Phases 1 & 2
Author: Boyd Davis
Department: Engineering
Date: August 4, 2026

Background

The Dahlia Estates Subdivision is located at 300 N and Cold Springs Road. It was placed on warranty on July 16, 2024 and has completed the required one-year warranty period. The developer is requesting that it be removed from warranty.

Analysis

An inspection of the improvements in the subdivision was completed in anticipation of the end of the warranty period. A punch list of items that needed to be repaired/replaced before the end of the warranty period was given to the developer. All the items listed on the punch list have been completed.

Recommendation

Staff recommends that Dahlia Estates Phases 1&2 be removed from warranty.

Significant Impacts

None

Attachments

None

CITY COUNCIL STAFF REPORT

Subject: Warranty – Bluff View Phase 3
Author: Boyd Davis
Department: Engineering
Date: August 4, 2026

Background

The Bluff View Subdivision Phase 3 is located at 3830 W 300 N. It was placed on warranty on October 14, 2024 and has completed the required one-year warranty period. The developer is requesting that it be removed from warranty.

Analysis

An inspection of the improvements in the subdivision was completed in anticipation of the end of the warranty period. A punch list of items that needed to be repaired/replaced before the end of the warranty period was given to the developer. All the items listed on the punch list have been completed.

Recommendation

Staff recommends that the Bluff View Subdivision Phase 3 be removed from warranty.

Significant Impacts

None

Attachments

None

3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES

WEST POINT CITY HALL

May 5th, 2026

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

Administrative Session

6:00 PM

Minutes for the West Point City Council Administrative Session held on May 5, 2026, at 6:00 PM with Mayor Brian Vincent presiding. This meeting was held at West Point City Hall and livestreamed for the public to view via Zoom. The livestream of the meeting was accessible to view by entering Meeting ID# 838 0653 8846 at https://zoom.us/join or by telephone at (669) 900-6833.

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

EXCUSED: Council Member Trent Yarbrough and Council Member Jeremy Strong

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

EXCUSED: Boyd Davis, Assistant City Manager

VISITORS PRESENT: **. No sign-in is required for those viewing online.

1. **Discussion Regarding FY26 Amended Budget – *Mr. Ryan Harvey***

   Mr. Harvey reviewed the major proposed amendments to the Fiscal Year 2026 budget. The amendments included $10,000 for a management analyst intern through the end of the fiscal year and $20,000 for expanded Party at the Point Independence Day activities associated with the 250th anniversary of the United States. Staff explained that an additional $20,000 is also proposed in the FY27 budget so that expenditures may be allocated between fiscal years based upon when services are provided and invoices are received.

   In response to Council Member Chatterton, Mr. Laws explained that a full-time management analyst would report to the City Manager or Assistant City Manager and assist departments with analytical work, special projects, and other assignments that existing staff have not had capacity to complete. The position is intended for an individual interested in a local-government management career, preferably with or pursuing a Master of Public Administration degree. Mr. Laws stated that a draft job description has been put together that he will provide to the Council.

   Mr. Harvey then explained the increase of $225,000 to the Parks Impact Fees line item, which is how the bond payments for the Jr. High will be funded. He explained that the City's various bond obligations are paid from the funds associated with the underlying projects, rather than all being shown in the debt service fund.

   Mr. Harvey also reviewed a proposed transfer of $500,000 from the Water and Waste Funds to the Capital Projects Fund. He explained that savings from the American Rescue Plan Act funding had previously been transferred from the General Fund to the Water and Waste Funds for the 2000 West project. Because sufficient water impact fees were ultimately received to recover the eligible water portion of that project, Staff recommended transferring that $500,000 to the Capital Projects Fund, where it may be retained for future capital needs, including the proposed Public Works facility.

   The amended budget also included approximately $1 million for the 4000 West Canal Bypass project. Staff explained that the project was advanced because of UDOT's schedule for the next phase of the West Davis Highway. The project is fully stormwater impact-fee eligible; however, because the current impact fee balance is not sufficient to cover the entire project, the remaining amount would be paid from the Stormwater Fund balance. He also clarified for the Council the distinction between stormwater impact fees collected through development and the stormwater utility fund balance generated through monthly user fees.

Mr. Harvey stated that there will also be some amendments related to Capital Projects that will be discussed at the next meeting. Any other additional amendments that arise will also be presented as needed before the final amended budget for FY26 is approved.

2. Presentation and Discussion of the FY27 Tentative Budget – ***Mr. Ryan Harvey***

Mr. Harvey presented the first discussion of the proposed tentative budget for FY27.

2.1. Statement of Budget Officer: Notice of Proposed Property Tax Rate Increase in FY27 Tentative Budget

Mr. Harvey stated that the FY27 Tentative Budget includes a proposed property tax rate increase for 2026. He then stated that a property tax impact schedule is being provided, which identifies the estimated amount, purpose, percentage increase, and preliminary impact upon residential and commercial property.

2.2. Presentation of Proposed Property Tax Impact Schedule

Mr. Harvey stated that based upon the preliminary impact schedule, the City would propose generating an additional $50,000 for police services. Using the City's current rate for illustration, the rate would increase from 0.000730 to 0.000773, estimated property tax revenue would increase from $858,223 to $908,223, and the increase would equal approximately 5.83%. The estimated annual impact would be $11.70 on a primary residence valued at $500,000 and $21.26 on a business valued at $500,000. Mr. Harvey emphasized that the schedule would be updated once the County provides the certified tax rate.

Mr. Laws noted that the Davis County Sheriff's Office contract is proposed to increase by approximately $145,000, bringing the annual contract to $900,000. The additional revenue generated from the proposed property tax rate increase would be applied toward that increase.

Mr. Harvey explained that, under the new statutory process for property tax rate increases, the budget adopted to carry the City through the truth-in-taxation process will be called the interim budget. The tentative and interim budgets must separately identify restricted truth-in-taxation property tax revenue rather than combining the proposed increase with the regular property tax line.

Mr. Harvey reviewed projected General Fund revenue adjustments, including increases to vehicle taxes, sales and use taxes, building permits, Class C road funds, zoning and subdivision fees, recreation fees, and park reservations. Proposed decreases included cable television revenue, energy sales and use tax revenue, and General Fund interest earnings. Staff stated that the proposed expenditures fit within projected revenues.

Proposed personnel changes included one additional crossing guard, anticipated for the area of 800 North and 3500 West; one additional parks employee to help maintain the approximately ten-acre park area associated with the new recreation facility; and a management analyst position. Staff also proposed permanently replacing the vacant building official position with contracted inspection services because the arrangement has provided effective service at a lower cost.

Mr. Harvey reviewed the employee compensation proposals. The biennial market study was still being finalized, with preliminary impacts of $5,994 in the amended FY26 budget and up to $71,927 in FY27. Staff proposed a 3.1% cost-of-living adjustment based upon the March 2025-to-March 2026 Consumer Price Index, and continued merit increases of up to 2% based upon employee performance evaluations. The Council discussed the City's practice of using regular cost-of-living, merit, and market adjustments to keep wages near market and avoid larger corrective increases.

Staff also proposed continuing the City's practice of offsetting the required Tier II Utah Retirement Systems employee contribution. The required contribution above the statutory employer threshold is increasing to 1.3%. Staff explained that Tier II benefits remain less generous than Tier I benefits and that the City's total retirement contribution for Tier II employees remains lower than for Tier I employees. The budget also assumes up to a 12% health insurance increase; the actual renewal increase is approximately 6%.

General Fund department requests included additional fleet lease funding for Public Works; the remaining $20,000 for Independence Day activities; budgeting the Arts Council's full available account balance for transparency while maintaining the City's annual $5,000 contribution; increased contracted planning and inspection services; the Sheriff's Office contract increase; annual soil conditioner for baseball fields; and recreation increases for travel, facility maintenance, Junior Jazz uniforms, volleyball, field hockey, and flag football. Staff stated that recreation fee adjustments would be considered later with the annual fee schedule.

Mr. Harvey stated that the budget will continue to be discussed over the next few meetings. The proposed property tax rate increase will also be discussed in more depth and with more specifics once the certified tax rate is received.

3. Other Items

Mr. Laws reported that Staff had met with Davis County following the recent joint meeting with the Planning Commission concerning the Utah Inland Port Authority and Northern Utah Economic Alliance. County representatives were supportive of the City pursuing an industrial or light-manufacturing area, while indicating that the County did not intend to act as the developer. The Council directed Staff to forward the matter to the Planning Commission to begin identifying and evaluating an appropriate area on the General Plan in order to meet applicable designation deadlines.

No other items were discussed.

The Administrative Session adjourned.

DRAFT

3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES

WEST POINT CITY HALL

May 5th, 2026

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

General Session

7:00 PM

Minutes for the West Point City Council General Session held on May 5, 2026, at 7:00 PM with Mayor Brian Vincent presiding. This meeting was held at West Point City Hall and livestreamed for the public to view via Zoom. The livestream of the meeting was accessible to view by entering Meeting ID# 838 0653 8846 at https://zoom.us/join or by telephone at (669) 900-6833.

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

EXCUSED: Council Member Trent Yarbrough and Council Member Jeremy Strong

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

EXCUSED: Boyd Davis, Assistant City Manager

VISITORS PRESENT: **. No sign-in is required for those viewing online.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer or Inspirational Thought** – Given by Council Member Chatterton
4. **Communications and Disclosures from City Council and Mayor**

   Council Member Yarbrough – Absent

   Council Member Judd – None

   Council Member Swenson – Reported that Mosquito Abatement was prepared to begin spraying but had been delayed because morning temperatures had not remained above 50 degrees for two consecutive weeks. She stated that residents may contact Mosquito Abatement to request treatment for activities or problem areas once conditions allow spraying.

   Council Member Chatterton – None

   Council Member Strong – Absent

   Mayor Vincent – None

5. **Communications from Staff**
   Mr. Laws reminded residents that the Complete Cemetery Cleaning will be held this Thursday, May 7th and that all decorations must be removed the day before. Decorations can be replaced after the cleaning is completed.

6. **Citizen Comment**

DRAFT

Taz Montgomery – 4500 W, West Point: Thanked the Council for their discussion at the last meeting regarding the 700 S area, stating that it felt like the "first time you were really thinking about it." He stated he was hopeful that the Council will continue to carefully consider the issues as the process moves forward.

Jennifer Struhs – 700 S, West Point: Reiterated her opposition to the proposed development projects on 700 S. She stated that the proposed project (applicant - Gardner Ridge) and anticipated adjacent development would create a 58-home neighborhood using the same general point of access from 4500 West. She expressed concerns regarding emergency access, the International Fire Code threshold for a second access, the narrow area near the Montgomery home, and potential City liability. She urged the Council to require a separate remote access to 4500 West and to vote against the applications.

Mark Montgomery – 4500 W, West Point: Stated that development of the property (applicant – Gardner Ridge) was likely and that the rezone itself may be appropriate, but emphasized that the development should be completed correctly and safely. He expressed concern regarding existing traffic conditions, future density on nearby property, and the potential cumulative effect of approving the first phase. He encouraged Council Members to personally view and measure the area before making a decision.

Recognition of West Point City Recreation Volunteer Football Coaches – *Mayor Vincent and Mrs. Karly Norwood

Mayor Vincent stated that on behalf of the City, the Council would like to recognize several long-serving football coaches for the time and effort they have dedicated over the years to the program. He invited Karly Norwood, Recreation Director, to comment. She thanked the coaches for the extensive time they have devoted to practices, games, training, planning, teaching, and mentoring. She stated that their influence extended beyond football by helping participants develop discipline, teamwork, resilience, confidence, and lasting relationships. The following coaches were then recognized and presented with a gift of appreciation: ***Jared Judkins, Brin Larson, Kyle Curtis, Jeremy Scadden, and Javier Sanchez.***

The Council echoed their appreciation to the coaches and their families for their service and commitment to the West Point youth.

7. Youth Council Update

Youth Council Mayor Pro Tempore Ryker Wallace reported that members had attended the Youth Council Leadership Conference at Utah State University in March, where they participated in leadership training and activities. Youth Council officers solicited donations from local businesses for the Easter Egg Hunt, and members helped fill and prepare approximately 14,000 eggs. The Youth Council was beginning preparations for year-end and Independence Day activities.

The Council thanked Mr. Wallace for the update and asked that he pass along their appreciation for all that the Youth Council does for our community.

8. Update from Utopia Fiber

Nicole Caudle presented UTOPIA Fiber's annual update. She explained that UTOPIA is a consortium of municipal partners that provides open-access fiber infrastructure, with competing internet service providers using the network. She reported that the network serves municipal partners, schools, universities, and other public entities throughout Utah, and that its redundant architecture provides high reliability and rapid recovery from outages.

Ms. Caudle stated that West Point's system is funded through subscriber revenues rather than general taxpayer funds. UTOPIA has 19 service providers, has expanded to approximately 82,000 total subscribers systemwide, and continues to experience strong growth. She explained that each subscriber receives a dedicated fiber connection from the network switch to the home, which supports consistent service and long-term capacity.

West Point continues to show growth in both available connections and active subscribers. Ms. Caudle stated that UTOPIA coordinates closely with City Staff and developers so fiber can be installed efficiently with new development, particularly while utility trenches are open.

The Council thanked Ms. Caudle for the update.

9. **Consideration of Resolution No. 05-05-2026A, Approving a Statewide Utility Agreement with UDOT – *Mr. Kyle Laws***

Mr. Laws presented the statewide utility agreement with UDOT, which is renewed every five years and governs City utility facilities located within UDOT rights-of-way. He summarized that the agreement grants the City a license for existing and future utilities; requires encroachment permits for non-emergency work; authorizes UDOT inspection; makes the City responsible for its project costs, traffic control, insurance, and facility clearances; and allows emergency utility work without a prior permit. Staff recommended approval.

The Council had no further questions or concerns.

Council Member Chatterton motioned to approve Resolution No. 05-05-2026A
Council Member Swenson seconded the motion
In Favor: All
Opposed: None
The Council Members present unanimously agreed

10. **Consideration of Resolution No. 05-05-2026B, Approving a Federal Aid Agreement with UDOT for the 1800 N 4500 W Intersection Project – *Mr. Kyle Laws***

Mr. Laws explained that the City received federal funding to help reconstruct and realign the offset intersection at 1800 North and 4500 West. The agreement applies to the north leg of the intersection, which is a City road; the remaining legs are under UDOT jurisdiction. The federal award is slightly more than $1 million and requires a 6.77% local match of $73,610, to be paid from local option transportation funds. UDOT will administer the grant and reimburse the City for eligible project costs.

The City will coordinate with UDOT, manage day-to-day project activities, pay invoices and seek reimbursement, and be responsible for any project overruns.

Mr. Laws noted that UDOT is motivated to complete the intersection with the next phase of the West Davis Highway and will oversee the broader project.

The Council discussed project management, bidding, reimbursement timing, and whether a contract engineer may be used. Mr. Laws agreed to confirm the specific bidding and project-management responsibilities with Staff.

No further questions or concerns were raised.

Council Member Judd motioned to approve Resolution No. 05-05-2026B
Council Member Chatterton seconded the motion
In Favor: All
Opposed: None
The Council Members present unanimously agreed

11. **Consideration of Resolution No. 05-05-2026C, Approving a Development Agreement Property Located at 4762 W 700 S from A-40 to R-1 (*Gardner Sunset Ridge, Applicant*) – *Mrs. Bryn MacDonald***

Mrs. MacDonald reviewed the request to develop approximately 37 R-1 lots on property near 4762 West 700 South. She stated that 700 South had been judicially determined to be a public road and would be fully improved from 4500 West to the development as part of the project. The proposed development agreement included the concept plan, architectural standards, and the requirement to construct 700 South; it did not request exceptions from City standards.

Mrs. MacDonald reviewed the access analysis completed with the Fire District. Each development is evaluated from the point at which it begins on a public road. The proposed subdivision would have two access points into the property, including a connection through future adjacent development. Until the second connection is available, the project would be phased so no more than 30 interior dwelling units rely upon a single access.

During the meeting on April 21, 2026, the Council had continued discussions about the viability of developing new lots on 700 South, given that it is a dead end road, and requested that the Fire Marshal attend the next Council meeting to discuss his review and approval of the proposal. Per the request, Fire Chief King was in attendance and explained that the International Fire Code generally requires two approved fire apparatus access roads for developments exceeding 30 one- or two-family dwellings. An exception permits future connection when approved by the fire code official. Because 700 South is a public street, the Fire District evaluates access from that road rather than from 4500 West. He acknowledged the concern that an incident could block the intersection but stated that the District was reasonably confident it could maintain or create access during an emergency. Water pressure and fire-flow compliance would be verified through the City's engineering review before subdivision approval.

The Council discussed the conceptual cross-section for 700 South, including asphalt width, sidewalks, curb and gutter, and the narrow area near existing homes. Staff stated that the development agreement would require curb, gutter, and sidewalk on the north side and curb and gutter on the south side. The fully developed road would be a 66-foot collector-road right-of-way. The conceptual cross-section was provided for discussion and was not itself attached to the items under consideration.

Council Member Swenson continued to express concern about the dead-end nature of 700 South and the possibility that a crash or other incident at 4500 West could restrict access. Mayor Vincent noted that the Fire District had determined the proposal complied with the applicable code, while recognizing that the Council could separately consider broader policy concerns.

Council Member Chatterton motioned to table approval of the resolution.
Motion died for lack of a second.

Council Member Chatterton motioned to approve Resolution No. 05-05-2026C.
Council Member Judd seconded the motion
In Favor: All
Opposed: None
The Council Members present unanimously agreed

11.1. Consideration of Ordinance No. 05-05-2026A, Approving a Rezone of Property Located at 4762 W 700 S from A-40 to R-1

This item was discussed together with Item 11. Mrs. MacDonald clarified that the rezone would change the property from A-40 to R-1, consistent with the General Plan, while the development agreement would remain binding upon the land and limit the project to no more than 37 lots subject to compliance with all engineering and subdivision requirements.

Staff reiterated that concept plans are provided with the rezone applications to provide a high-level view of the proposed project in order to evaluate General Plan consistency, access, and overall development feasibility. The preliminary and final subdivision plans will detail all the engineer and design specifics and are submitted later as part of the subdivision approval process. These will undergo detailed review before actual approval of a subdivision. If engineering, floodplain, groundwater, fire-flow, or other requirements prevent particular lots from being developed, those lots could not be included merely because the concept plan showed them. The Council also discussed phasing. Lots fronting directly on 700 South may proceed separately, while the interior phase would remain limited until the second access is completed through adjacent development.

The Council had no further discussion.

Council Member Judd motioned to
Council Member Chatterton seconded the motion
Roll Call
Council Member Chatterton – Aye
Council Member Swenson – Aye
Council Member Judd – Aye
Council Member Yarbrough – Absent
Council Member Strong - Absent
In Favor: All

Opposed: None
The Council Members present unanimously agreed

12. Motion to Adjourn the General Session

Council Member Chatterton motioned to adjourn
Council Member Judd seconded the motion
In Favor: All
Opposed: None
The Council Members present unanimously agreed.

APPROVED THIS _____ DAY OF _____, 2026:

_____ _____

BRIAN VINCENT, MAYOR CASEY ARNOLD, CITY RECORDER

DRAFT