



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: None. 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.

(A copy of the preliminary proposed property tax impact schedule presented is attached hereto and incorporated with these written minutes).

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.



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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: Tim Gooch, Nicole Cottle, Jared Judkins, Amber Larsen, Bryan Larsen, Jennifer Struhs, Curt & Amber king, Jared & Micah Judkins, Mark & Mary Montgomery, Taz Montgomery, and Ryker Wallace. 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

Tash 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

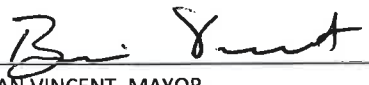
Council Member Judd seconded the motion

In Favor: All

Opposed: None

The Council Members present unanimously agreed.

APPROVED THIS 4 DAY OF AUGUST, 2026:


BRIAN VINCENT, MAYOR


CASEY ARNOLD, CITY RECORDER



Proposed Property Tax Impact Schedule

(Preliminary)

West Point City will consider an increase to its property tax rate from .000730 to .000773 (estimated) to generate an additional \$50,000. The following information is intended to provide decision makers and the public with an explanation of how the City's operations would be affected if the proposed property tax increase is adopted.

West Point City's Current Property Tax Rate	0.000730
West Point City's Current Property Tax Revenue	\$858,223
Proposed Revenue with Tax Change	\$908,223
New Property Tax Revenue to West Point City	\$50,000

Estimated Increase to West Point City's Property Tax Revenue 5.83%

Estimated Annual Increase to a primary residence of \$500,000	\$11.70
Estimated Annual Increase to a business valued at \$500,000	\$21.26

Affected Department	Proposed Budget	Budget without Tax Change	Budget Change
Police	\$900,000	\$850,000	\$50,000

Impact of Tax Increase – The contract with the Sherriff's Department has increased to \$900,000 to cover the cost of providing sufficient police services to West Point City

