WEST HAVEN CITY
COUNCIL MEETING MINUTES

August 19, 2026 6:00 P.M.
City Council Chambers
4150 South 3900 West, West Haven, UT 84401

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

5:00 WORK SESSION – IN CITY COUNCIL CHAMBERS

NO ACTION CAN OR WILL BE TAKEN ON ANY AGENDA ITEMS DISCUSSED DURING WORKSESSION - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION.

MEETING TO ORDER: **Mayor Vanderwood**

REPORTS AND DISCUSSION AS FOLLOWS:

1. **Discussion- Elected Officials and City Manager Updates**
There was no discussion at this time.

2. **Discussion-Subdivision Ordinance Section 156.041 Subsections C and D, Section 156.055 Subsections B and G, and Section 156.091 Subsections E and F**
Councilmember Call proposed changes in Sections 156.041, 156.055, and 156.091 in the subdivision ordinance. Specifically having the 30 units per access be considered for more than just single family housing.

Stephen Nelson said on some occasions there are buildings that have more than 30 units and it can be difficult for them to get more than a single access.

Mayor Vanderwood said it's worth narrowing down the ordinance language.

Councilmember Dixon said she would like to see a higher standard than for just fire.

Councilmember Swapp agreed with the City Council members.

Councilmember Call said it's too much of a financial burden to require curb, gutter, and sidewalk on smaller single family developments. She suggested requiring curb, gutter, and sidewalk if it's over a set number of lots.

Amy Hugie suggested a plat restriction that would defer the payment that property owners are responsible for when curb, gutter, and sidewalk would be added.

Shawn Warnke said that homeowners may have a harder time coming up with the funds after the loan is completed. He suggested a fee in lieu.

Councilmember Swapp gave a scenario of a corner one-lot subdivision and how the cost of adding curb, gutter, and sidewalk would be significantly more for them based off their frontage.

Councilmember Dixon said she would like to see some examples of other ordinances to see how it can be done.

Stephen Nelson said we are limited on how much we can exact. He said one organization he worked for had an exaction review board to help with special cases.

3. **Discussion-Stormwater Utility Fee Increase-Fred Philpot, LRB Finance**
Fred Philpot gave a presentation on the stormwater utility fee.

LEWIS | ROBERTSON | BURNINGHAM

PUBLIC FINANCE ADVISORS

WEST HAVEN CITY, UTAH

STORM UTILITY FINANCIAL PLAN
WORK SESSION

AUGUST 19, 2026

AGENDA

- Financial Plan Objectives & Policies
- Review Current Utility Model Methodology
- Model Assumptions
- Preliminary Scenario Analysis
- Discussion of Next Steps

FINANCIAL PLAN OBJECTIVES

KEY POLICIES

- Financial Ratios
  - Revenue Sufficiency – Each Utility Pays its Own Way
  - Cash Reserves – Goal to Maintain a Minimum of 150 Days of Cash on Hand
- Ensure Ease of Implementation and Equity
- Review Rates for Five-Year Period

FINANCIAL PLAN METHODOLOGY

KEY POLICIES

- **Revenue Growth Analysis:**
  - LRB studied existing revenue data and growth projections provided by the City. This information was then analyzed to determine the potential allocation of new accounts and the revenue potential within each utility.
- **Cost of Service Analysis:**
  - The cost-of-service analysis is structured to balance revenue sufficiency with future operating and maintenance costs, cost shares, repair and replacement, capital expenditures, & funding for current system deficiencies. Expenses were projected out to 2032, and revenues were analyzed under a variety of scenarios to meet the City's needs.
- **Rate Design Analysis:**
  - The final phase focuses on structuring rates that will collect the necessary revenues based on the City's budgetary needs and rate objectives.
  - **Entities should evaluate enterprise funds every 3-5 Years.**

FINANCIAL PLAN ASSUMPTIONS

DETERMINATION OF DEMAND

- **ERU Count: 7,798**
- **Calculated Rate per ERU: $3.60**

ERU (Average Impervious Area for All Sampled Residential)	7,134	SF

Single Family Residential	ERU
1/4 AC OR LESS - Single Family Residential	0.60
1/4 - 1/2 AC - Single Family Residential	0.86
1/2 - 1 AC - Single Family Residential	1.07
1 - 2 AC - Single Family Residential	1.26
2 - 3 AC - Single Family Residential	1.34
3 - 4 AC - Single Family Residential	1.61
4 AC or more - Single Family Residential	1.80

- **ERUS calculated based on average residential impervious area of 7,134 sf**
- **An ERU multiplier is applied to all residential development based average impervious area.**
- **All non-residential ERUs were calculated using total impervious / 7,134 sf.**

FINANCIAL PLAN ASSUMPTIONS

KEY ASSUMPTIONS

- **Model Based on 2025 Actuals, 2026/2027 Estimated Figures, with Projections through 2037**
- **2% Growth in Connections**
- **5% Growth in Salaries & Benefits Expense**
- **3% Growth in General O&M Expense**
- **4.5% Construction Inflation**

FINANCIAL PLAN ASSUMPTIONS

KEY ASSUMPTIONS

- Existing Fund Balance Starting Point - $0
- Inclusion of Impact Fee Revenues and Expense (See CIP)
- Funding of Deprecation - 25% of Historic Budgeted Amounts

	2027 (Budget)	2028	2029	2030	2031	2032
Annual Depreciation	($415,238)	($106,924)	($110,131)	($113,435)	($116,838)	($120,344)

FINANCIAL PLAN ASSUMPTIONS

KEY ASSUMPTIONS

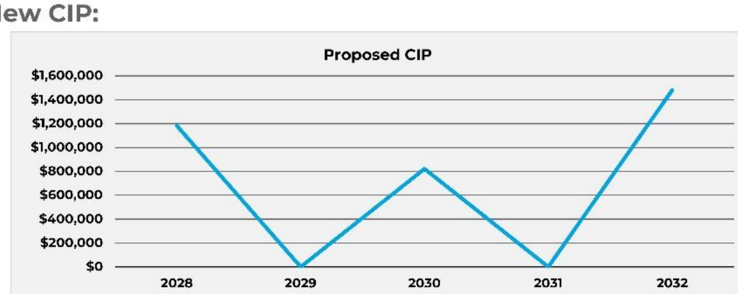
- New O&M:

New O&M	Year	Base Cost	Const. Year Cost	2028	2029	2030	2031	2032
(1) Stormwater PTE	2028	$62,578	$68,992	$68,992	-	-	-	-
Cumulative				$68,992	$72,442	$76,064	$79,867	$83,861

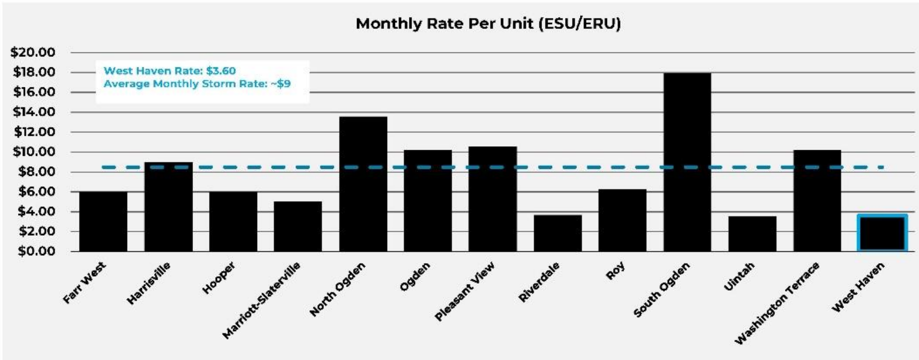
FINANCIAL PLAN ASSUMPTIONS

KEY ASSUMPTIONS

- New CIP:



FEE COMPARISONS

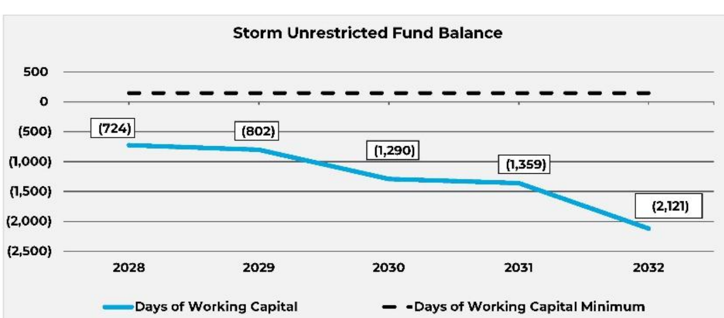


SCENARIO ANALYSIS

- Scenario 1: Baseline Scenario - No Rate Change, No Transfers from General Fund
- Scenario 2: Upfront Increase, No Transfers from General Fund
- Scenario 3: Upfront Increase with Annual Increases, Transfers from General Fund

SCENARIO ANALYSIS

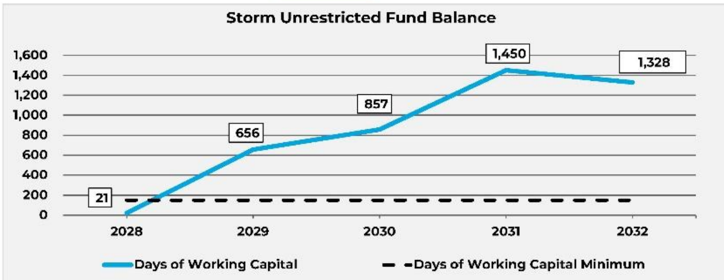
- Baseline Scenario - No Rate Change, No Transfers In



SCENARIO ANALYSIS

- Scenario 2: Upfront Increase, No Transfers from General Fund

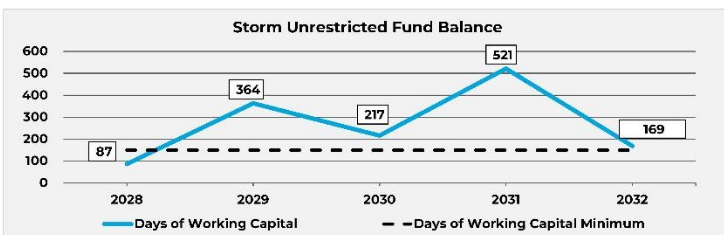
	Current	2028	2029	2030	2031	2032
Monthly Rate per ERU	$3.60	$18.00	$18.00	$18.00	$18.00	$18.00



SCENARIO ANALYSIS

- Scenario 3: Upfront Increase to Match Weber County Average Rate + Annual Increases of $1, Transfers in From GF

	Current/ Budget	2028	2029	2030	2031	2032
Monthly Rate per ERU	$3.60	$9.00	$10.00	$11.00	$12.00	$13.00
Transfer In	$500,000	$1,000,000	$100,000	-	-	-



NEXT STEPS

- Review and Revise Assumptions as Needed
- Update Scenario Analysis
- Prepare Final Recommendations
- Prepare Final Rate Study
- Adopt Proposed Changes to Rates

6:00 REGULAR CITY COUNCIL MEETING

1. **MEETING BROUGHT TO ORDER:**
The Council met at their regularly scheduled meeting held in the Council Chambers.
Mayor Vanderwood brought the meeting to order at 6:02 PM and welcomed those in attendance.

2. **OPENING CEREMONIES**

A. PLEDGE OF ALLEGIANCE	**Councilmember Call**
B. PRAYER/MOMENT OF SILENCE	**Councilmember Dixon**

3. **PUBLIC PRESENTATION:** Resident(s) attending this meeting will be allotted 3 minutes to express a concern or ask a question about any issue that IS NOT ON THE AGENDA. No action can or will be taken on any issue(s) presented.
No one came up at this time.

4. **UPCOMING EVENTS**

Music Circle-The Barn	**August 24, 2026**	**7:00 PM**
Senior Lunch Bunch-The Barn-Mayor Vanderwood	**August 26, 2026**	**11:30 AM**
Puppet Mania Workshop	**September 14, 2026**	**6:00 PM**
Arts Festival	**September 19, 2026**	**5:00 PM**

5. **COUNCIL UPDATES**
Councilmember Dixon said the Historic Preservation Committee lost a member. She said Richard Watkins was the heart and soul of the committee. He was committed to saving West Haven's history and will be missed.

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

6. **ACTION ON CONSENT AGENDA**

A. COUNCIL MEETING MINUTES	**MEETING HELD**	**August 5, 2026**
B. RATIFICATION OF COTTONWOOD TITLE INVOICE	**$372,928.56**	**2375 W 1800 S**
C. REGENCY EXCAVATION	**$63,222.82**	**Inv.#13314**
D. ANDERSEN ASPHALT LLC	**$70,320.25**	**Inv.#2212-1049**

Councilmember Call made the following corrections to the minutes: Councilmember Saunders conducted the pledge of allegiance, Councilmember Morse seconded the first motion on agenda item 7B, and Councilmember Call's comment about townhomes not being a good fit for the area should be that single family homes are not a good fit for the area.

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

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

7. **ADVICE & CONSENT OF: ONE (1) COMMUNITY EVENTS COMMITTEE APPOINTMENT-Submitted by Mayor Vanderwood To fill one, 3-year term. The term will be from August 19, 2026 thru December 31, 2028**

Mayor Vanderwood presented Corban Lunt

Councilmember Call made a motion to give advice and consent to appoint Corban Lunt to the Community Events Committee. **Councilmember Dixon** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

8. **ADVICE & CONSENT OF: ONE (1) ARTS COUNCIL COMMITTEE MEMBER APPOINTMENT-Submitted by Mayor Vanderwood To fill one, 2-year term. The term will be from August 19, 2026 thru December 31, 2027**

Mayor Vanderwood presented Adrianna Moore.

Councilmember Dixon made a motion to give advice and consent to appoint Adrianna Moore to the Art's Council. **Councilmember Call** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

9. **<u>PUBLIC HEARING-</u>FOR THE PURPOSE OF SOLICITING PUBLIC INPUT ON OPENING THE CURRENT 2026-2027 BUDGET FOR CERTAIN AMENDMENTS-SHAWN WARNKE, CITY MANAGER**

Shawn Warnke said the first portion of the amendment is essentially transferring expenses from one line item to another because we no longer have an in house janitorial service and will rely on an outside company to fill that role. He said the original budget anticipated for part of the Poulter Pond improvements to be finished and by City Council's direction the rest is being added to the budget. He said Windsor Park's initial costs have exceeded what was anticipated in the budget process. He said the last amendment is a shortfall on the bucket truck pricing.

Councilmember Call made a motion to enter into public hearing. **Councilmember Dixon** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

Mayor Vanderwood invited the public up for comment.

No one came up at this time.

Councilmember Dixon made a motion to leave the public hearing. **Councilmember Call** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

10. **<u>ACTION ON RESOLUTION 30-2026-</u>OPENING THE CURRENT 2026-2027 BUDGET FOR CERTAIN AMENDMENTS-SHAWN WARNKE, CITY MANAGER**

Councilmember Swapp asked if we have looked up the pricing for a used truck.

John Wallace said the truck they are currently looking at is a 2024.

Mayor Vanderwood asked if there is a possibility of leasing a truck.

John Wallace said he wasn't sure, but they could look into that.

Councilmember Dixon asked if the price included the lighting that is added to the truck.

John Wallace confirmed it does.

Shawn Warnke suggested approving the amount as is with the directive that staff would find competitive pricing.

Mayor Vanderwood asked if Windsor Park is still in process of doing general things.

Brock Randall said they are bidding the whole project currently.

Shawn Warnke said they are appropriating about 2.2 million for the full amount to give a large margin of error.

Mayor Vanderwood asked if we needed to award the bid even if the pricing was higher than expected.

Brock Randall said we do have the right to refuse bids.

Councilmember Dixon made a motion to adopt resolution 30-2026 with the contingency of the Public Works Director looking at other options for a bucket truck. **Councilmember Swapp** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

11. **<u>ACTION ON RESOLUTION 31-2026-</u>AMENDING THE MEMORANDUM OF UNDERSTANDING WITH NILSON HOMES ON APPLYING THE ORDER OF CONTINGENCY FOR THE POULTER POND PROJECT-AMY HUGIE, CITY ATTORNEY**

Councilmember Call made a motion to table. **Councilmember Dixon** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

12. **<u>ACTION ON RESOLUTION 32-2026-</u>AWARDING THE BID FOR IMPROVEMENTS TO THE POND LOCATED IN THE POULTER FAMILY OPEN SPACE PRESERVE-EDWARD MIGNONE, CITY ENGINEER AND BROCK RANDALL, PARKS AND RECREATION DIRECTOR**

Councilmember Swapp made a motion to adopt resolution 32-2026 awarding Schedule A to Marathon Maintenance Inc. in the amount of $424,907.35 awarding Schedule B to Strong Excavating & Construction in the amount of $235,513.39 and awarding Schedule C to Marathon Maintenance Inc. in the amount of $114,688.30. **Councilmember Call** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

13. **<u>ACTION ON RESOLUTION 33-2026-</u>FIRST AMENDMENT TO THE LOCAL TRANSPORTATION FUNDING AGREEMENT REGARDING THE 5100 W/4000 S INTERSECTION PROJECT BETWEEN THE CITY AND WEBER COUNTY-EDWARD MIGNONE, CITY ENGINEER**

Councilmember Call said in section II and on the attachment its listed as 4400 S instead of 4000 S on the resolution and needed to be corrected.

Councilmember Call made a motion to adopt resolution 33-2026 noting to update those addresses in the resolution. **Councilmember Dixon** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

14. **<u>ACTION ON RESOLUTION 34-2026-</u>SECOND AMENDMENT TO THE LOCAL TRANSPORTATION FUNDING AGREEMENT REGARDING THE 5100 W 3300 S PROJECT BETWEEN THE CITY AND WEBER COUNTY-EDWARD MIGNONE, CITY ENGINEER**

Councilmember Dixon made a motion to adopt resolution 34-2026. **Councilmember Swapp** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

15. **<u>ACTION ON RESOLUTION 35-2026-</u>TERMINATION OF LEASE AGREEMENT BETWEEN JENNIFER L. FRENCH LIVING TRUST AND JAMES A. FRENCH LIVING TRUST AND THE CITY OF WEST HAVEN-STEPHEN NELSON, COMMUNITY DEVELOPMENT DIRECTOR**
Stephen Nelson said the development to the south is redeveloping and petitioned the City to use the full right-of-way and change the roadway in their development from private to public which is triggering the termination of this lease.

Councilmember Dixon made a motion to adopt resolution 35-2026. **Councilmember Call** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

16. **<u>PRESENTATION-</u>CITY MANAGER QUARTERLY AUDIT REPORT-SHAWN WARNKE, CITY MANAGER**
Shawn Warnke gave a presentation on the quarterly audit report.

17. **<u>CLOSED SESSION-</u> The Council will consider a motion to enter into a closed meeting for the purpose of a strategy session to discuss the purchase, exchange, or lease of real property; and to discuss the deployment of security personnel, devices, or systems; To be held in accordance with the provisions of Utah Code 52-4-205.**

Councilmember Call made a motion to enter into a closed session. **Councilmember Dixon** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

Mayor Vanderwood said the closed session was used to discuss the purchase, exchange, or lease of real property and the deployment of security personnel, devices, or systems.

Councilmember Swapp made a motion to leave the closed session. **Councilmember Dixon** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

18. <u>ADJOURNMENT</u>

Councilmember Dixon made a motion to adjourn at 8:13 PM. **Councilmember Call** seconded the motion.

AYES:	**Councilmember Dixon, Councilmember Call, Councilmember Swapp**
NAYS:	
RECUSED:	

Emily Green

City Recorder

Date Approved: 9/2/26