

Mayor
Kenneth Romney

WEST BOUNTIFUL CITY

City Administrator
Duane Huffman

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

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City Recorder
Remington Whiting

City Engineer
Kris Nilsen

Public Works Director
Steve Maughan

THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A REGULAR MEETING AT 7:30 PM ON TUESDAY, SEPTEMBER 15th, 2026, AT THE CITY OFFICES

Invocation/Thought –Kelly Enquist; Pledge of Allegiance – Jenn Nielsen

1. Approve Agenda.
2. Public Comment - Two minutes per person; five minutes if on behalf of a group.
3. Proclamation Designating September 17-23, 2026, as Constitution week in West Bountiful.
4. Ordinance 515-26 – An Ordinance Amending Title 17 of The West Bountiful Municipal Code Related to Accessory Dwelling Units.
5. Ordinance 516-26 – An Ordinance Amending Title 16 and Title 17 of the West Bountiful Municipal Code Related to Appeal Authorities.
6. Lakeside Golf Course Report.
7. Consider Purchase Approval for Driving Range Equipment.
8. Monthly Financial Report.
9. Meeting Minutes from September 1st, 2026.
10. Staff Reports–Police, Public Works, Engineering, Admin & Community Development.
11. Mayor/Council Reports.
12. Closed Session, if necessary, for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
13. Adjourn.

This agenda was posted on the State Public Notice website (Utah.gov/pmn), the city website (WBCityut.gov), posted at city hall, and emailed to the Mayor and City Council on September 11th, 2026.

Minutes of the West Bountiful City Council meeting held on **September 15th, 2026**, at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

CITY COUNCIL: Council members James Ahlstrom, Dell Butterfield, Kelly Enquist, Jenn Nielsen, and Julie Thompson

STAFF: Duane Huffman (City Administrator), Brandon Erikson (Chief of Police), Kris Nielsen (City Engineer), Steve Doxey (City Attorney), and Remington Whiting (City Recorder)

PUBLIC: Alan Malan, Corey Sweat, Judy Barking, Belinda Barking, Christine Schultz, Sally Tanner, Scott Thompson, Lisa Nichols, Richmond Thornley, Bret Millburn

EXCUSED: Mayor Kenneth Romney, Steve Maughan (Public Works Director)

Regular Meeting

Mayor Pro-Tem James Ahlstrom called the meeting to order at 7:30 pm. Kelly Enquist gave a thought, and the Pledge of Allegiance was led by Jenn Nielsen.

1. Approve Agenda

MOTION: *Julie Thompson made a motion to approve the agenda with the swap of item 2 and 3. Jenn Nielsen seconded the Motion which PASSED by unanimous vote of all members present.*

2. Proclamation Designating September 17-23, 2026, as Constitution week in West Bountiful.

Christine Schultz, a Representative from the Daughters of the American Revolution introduced the group and explained the organization's purpose. She provided a brief history of the Constitution and discussed the purpose and significance of Constitution Week.

MOTION: *Kelly Enquist made a motion to adopt a Proclamation Designating September 17-23, 2026, as Constitution week in West Bountiful. Julie Thompson seconded the motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye
Kelly Enquist – Aye
Julie Thompson – Aye

Dell Butterfield – Aye
Jenn Nielsen – Aye

3. Public Comment.

6 Bret Millburn – Resident of Centerville – Stated that he was previously a resident of West
47 Bountiful and that he was running for County Commissioner. He also provided reasons for his
48 candidacy.
49

50 Corey Sweat – 1078 W 600 N – Shared that the Planning Commission had unanimously
51 supported its recommendation regarding the Detached Accessory Dwelling Units ordinance.
52 He explained the specific reasons for the Planning Commission’s recommendation and the
53 reasoning behind the provisions included in the proposed code.
54

55 Richmond Thornley – 2160 N 520 W – Agreed with Mr. Sweat’s comments and stated that
56 the intent of the proposed code was to start with lower-impact regulations, which could be
57 adjusted to become less restrictive in the future if appropriate.
58
59

60 **4. Ordinance 515-26 – An Ordinance Amending Title 17 of The West Bountiful Municipal**
61 **Code Related to Accessory Dwelling Units.**
62

63 Duane Huffman introduced the proposed code by providing background regarding previous
64 discussions and state requirements. Highlights of the Planning Commission’s proposed code
65 included a minimum lot size of 10,000 square feet, a minimum DADU size of 201 square feet,
66 a maximum DADU size of 35% of the backyard, required parking spaces, required rear-yard
67 setbacks of 20ft and 30ft based on the underlying zone, and height regulations governed by
68 the primary structure requirements in the underlying zone.
69

70 Duane then presented select alternative language, which included an 11,000-square-foot
71 minimum lot size, different minimum and maximum square-footage requirements, and
72 different setback requirements. He reviewed the alternatives and explained that they were
73 prepared based on previous city council direction that DADUs focus on being “accessory” in
74 nature to the primary dwelling.
75

76 Councilmember Thompson expressed her appreciation to the Planning Commission and staff
77 for their work on the proposed code. She expressed concern about the potential number of
78 DADUs that could be constructed. She stated that she would support limiting the size of
79 DADUs.
80

81 Duane presented information regarding the estimated needed square footage for DADUs
82 based on the number of rooms.
83

84 There was discussion regarding the difference between an accessory structure and a dwelling
85 unit.
86

87 Councilmember Enquist expressed concern regarding the 35% backyard rule and stated that
88 he would like to see a maximum size restriction.
89

90 Councilmember Nielsen expressed her desire to see a maximum DADU size of 1,000 square
91 feet. She also expressed concern regarding the proposed setbacks.
92

MOTION: *Jenn Nielsen made a motion to adopt Ordinance 515-26– An Ordinance Amending Title 17 of The West Bountiful Municipal Code Related to Accessory Dwelling Units with the selected alternative language to include: “the minimum lot square footage be 11,000”; “the maximum size be 50% of the square footage footprint of the primary structure or 1,000 square feet; whichever is less”; and striking the provision requiring the unit’s sewer line to connect to the main structure’s sewer line. Kelly Enquist seconded the motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye

Dell Butterfield – Aye

Kelly Enquist – Aye

Jenn Nielsen – Aye

Julie Thompson – Aye

5. Ordinance 516-26 – An Ordinance Amending Title 16 and Title 17 of the West Bountiful Municipal Code Related to Appeal Authorities.

Duane explained that state law no longer allows the City Council to serve as the land use appeal authority. He presented the proposed code, and the Council asked questions regarding how hearing officers would be selected and vetted. Minor spelling errors were identified and will be corrected before publication.

MOTION: *Dell Butterfield made a motion to adopt Ordinance 516-26– An Ordinance Amending Title 16 and Title 17 of the West Bountiful Municipal Code Related to Appeal Authorities with the noted corrections. Kelly Enquist seconded the motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye

Dell Butterfield – Aye

Kelly Enquist – Aye

Jenn Nielsen – Aye

Julie Thompson – Ay

6. Lakeside Golf Course Report.

Dallas Green presented a report on the 2026 season. Highlights included significant increases in participation in the ladies’, junior and men’s leagues. He explained that one of the course’s goals is to increase online traffic and noted that approximately 50% of non-league fees are currently being paid online. He also reported a 20% increase in tournaments. The current state of the café was also discussed.

Duane clarified that although the revenue for the course had gone up, inflationary expenditures had as well.

7. Consider Purchase Approval for Driving Range Equipment.

Duane explained that the FY 27 budget included \$15,000 for a new picker for the driving range.

MOTION: *Dell Butterfield made a motion to approve the purchase of the driving range picker equipment for \$16,247. Julie Thompson seconded the motion which PASSED by unanimous vote.*

8. Monthly Financial Report.

Duane reviewed the monthly finance report.

9. Meeting Minutes from September 1st, 2026.

MOTION: *Kelly Enquist made a motion to approve the meeting minutes from September 1st, 2026. Jenn Nielsen seconded the motion which PASSED by unanimous vote of all members present.*

10. Staff Reports

Police Department – Brandon Erikson

- Officer Moran has submitted his 2-week notice. His last day will be next Friday. There is a candidate from the previous hiring pool that is in the background check phase.

Engineering – Kris Nilsen

- Seal coat project has been completed throughout the city.
- Concrete has been installed at Childs Park, and the playground equipment is expected to be installed shortly.
- The Sewer District installed a meter vault today.
- Continues to design 700 N and 975 W projects.
- Mountain Shadow Subdivision is still under review.
- Belmont 2A plat is being reviewed by the county. Building permits will be reviewed and approved shortly after.

Community Development/Administration – Duane Huffman

- Had a meeting with UDOT and UTA regarding the Pages Lane tracks. with the current timeline they have provided for the project which is estimated to be from October to February. He will be meeting with UDOT leadership on Thursday to discuss the timeline.
- City employee/official appreciation BBQ will take place next Friday.

11. Mayor/Council Reports

James Ahlstrom:

- Nothing to report.

Dell Butterfield:

- A Rec Center meeting took place last night where they worked on finalizing the upcoming year's budget.

Kelly Enquist:

- Mosquito Abatement has reported 5 cases of West Nile Virus in the county.
- Thanked everybody for participating in the Founders Day Arts Council Concert.

Jenn Nielsen:

- Will be attending ARCON conference in St Louis with Wasatch Integrated Waste Management.

- 6 • YCC had their first meeting last week and their first activity will take place next week.
187 Julie Thompson:
188 • Community Mural project will take place on September 19th. They have reached out to the
189 Governor's office to see if he would like to participate.
190

191 **12. Closed Session.**
192

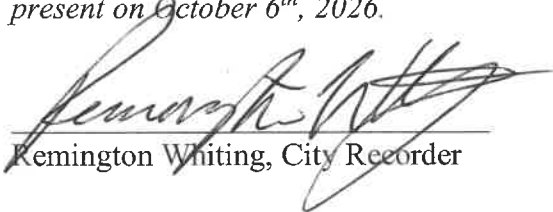
193 **MOTION:** *James Ahlstrom made a motion to go into closed session to discuss the sale,
194 use or purchase of property in the police training room and to have the
195 adjournment of that meeting be the adjournment of this meeting. Julie
196 Thompson seconded the motion which PASSED.*
197

198 The vote was recorded as follows:

199 James Ahlstrom – Aye
200 Kelly Enquist – Aye
201 Julie Thompson – Aye
202

Dell Butterfield – Aye
Jenn Nielsen – Aye

203 -----
204
205 *The foregoing was approved by the West Bountiful City Council by unanimous vote of all members
206 present on October 6th, 2026.*
207

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209 
210 Remington Whiting, City Recorder