



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES WEST POINT CITY HALL July 7th, 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 6:30 PM

Minutes for the West Point City Council Administrative Session held on July 7, 2026, at 6:30 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# 837 8455 1794 at <https://zoom.us/join> or by telephone at (669) 900-6833.

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

EXCUSED: None

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Kenny England, Public Works Director; and Casey Arnold, City Recorder. Also present – Michael Sabin, Administrative Intern

EXCUSED: None

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

1. Discussion Regarding the Traffic Study for the 700 S & 4000 W Intersection – Mr. Boyd Davis

Mr. Davis presented the results of a traffic study completed for the intersection of 700 South and 4000 West in response to resident concerns and the history of accidents at the intersection. He reported that the study evaluated the existing two-way stop configuration, a four-way stop, a roundabout, and a traffic signal. Crash data dating back to 2020 identified 11 accidents at the intersection, including four involving minor injuries, one involving a possible injury, and six involving property damage. Eight of the accidents were categorized as angle crashes.

Traffic counts showed that east-west traffic is greater during the morning and afternoon periods, including school traffic traveling toward Horizon Junior High and the high school, while north-south traffic is greater during the evening commuter period, including traffic coming from the West Davis Highway. Mr. Davis explained that the intersection currently operates at a Level of Service A and that projected 2040 traffic volumes would generally continue to operate at an acceptable level under each of the alternatives evaluated. Under the existing two-way stop configuration, the projected level of service would decrease to a B during portions of the day but would remain acceptable.

Mr. Davis stated that a traffic signal is not warranted under either current or projected conditions. Both a four-way stop and roundabout would provide greater safety benefits than the existing two-way stop. He explained that Staff was seeking direction regarding both a short-term solution and the longer-term plan for the intersection. Syracuse City prefers a four-way stop in the short term and a roundabout as the long-term improvement but indicated it would support West Point City's preferred short-term option. Syracuse would also participate in one-half of the cost associated with improvements because two legs of the intersection are within Syracuse.

Council Members discussed the advantages and disadvantages of four-way stops and roundabouts, including traffic flow, pedestrian and school-crossing safety, driver familiarity with roundabouts, and the potential for increased accidents during the initial transition to a new four-way stop. The Council generally supported changing the intersection to a four-way stop in the short term. Members discussed using larger or illuminated stop signs or other measures to increase driver awareness while motorists become accustomed to the new traffic control.

The Council also discussed whether Staff should continue with the planned design of a future roundabout. It was agreed that completing the design would provide the City with additional information and cost estimates without committing the City to construction. The Council directed Staff to proceed with the roundabout design and bring the completed design back for future consideration.

2. Discussion Regarding the 4000 W Storm Drain Trail – Mr. Boyd Davis

Mr. Davis presented an opportunity to construct a trail over the new 4000 West storm drain alignment at no construction cost to the City. He explained that the concept originated during a regional UDOT trail workshop, where Davis County suggested adding a trail on the west side of the West Davis Highway to improve connectivity. Because the City is currently constructing the storm drain in that area, the County proposed placing the trail directly above the buried storm drain and offered to fund 100% of the trail-construction cost.

The proposed trail would extend north toward the Davis County Drain in Clinton and connect with an existing Clinton City trail. It would also connect with trails being constructed as part of the West Davis Highway project and ultimately create a larger recreational loop. Mr. Davis noted that the trail would also provide a connection to the future park-and-ride lot near 1800 North. A future connection across the Layton Canal property would require permission from Weber Basin Water Conservancy District. Mr. Davis explained that the trail would be approximately 12 feet wide and constructed sufficiently to allow maintenance vehicles to access the storm drain. The Council discussed the location of storm-drain manholes and expressed a preference that they be offset from the paved trail where possible. Although Davis County would fund construction, West Point City would be responsible for future maintenance, including weed control, pavement maintenance, and snow removal.

The Council discussed the benefit of receiving both the trail construction and the necessary UDOT property at no cost to the City, recognizing that the City would likely be responsible for constructing and maintaining a similar trail connection in the future. Staff also discussed potential access from the future park-and-ride lot and stated that the future nearby gas-station development has been receptive to providing that access.

Council Member Yarbrough asked about pedestrian crossings associated with the trail and nearby development. Mr. Davis explained that a HAWK pedestrian signal is currently anticipated at one crossing. The Council discussed coordinating the location with nearby development access points to improve pedestrian safety. Mr. Davis also noted that portions of the overall trail network would be constructed separately by UDOT and Nielsen Homes.

The Council expressed support for moving forward with the County-funded portion of the storm drain trail.

3. Other Items

Council Member Chatterton reported receiving several complaints regarding high-speed e-bikes and other electric motorized vehicles on City trails. He specifically referenced an area near the City shop where riders have reportedly created an informal riding area or jump and stated that some trail users have expressed safety concerns because of the speed and behavior of the riders. He also reported concerns regarding riders operating electric bikes or similar vehicles in traffic lanes on 3000 West. Staff stated that they are aware of the issue, noting that it is a common problem many others are facing and there are discussions being had among law enforcement agencies and legislators on how to classify and regulate these types of electronic vehicles.

No other items were discussed.

The Administrative Session adjourned.



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Jerry Chatterton
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Michele Swenson
Jeremy Strong
City Manager:
Kyle Laws

General Session 7:00 PM

Minutes for the West Point City Council General Session held on July 7, 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# 821 9941 1733 at <https://zoom.us/join> or by telephone at (669) 900-6833.

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

EXCUSED: None

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Kenny England, Public Works Director; and Casey Arnold, City Recorder. Also present – Michael Sabin, Administrative Intern

EXCUSED: None

VISITORS PRESENT: Jay Ritchie. 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 Strong
4. **Communications and Disclosures from City Council and Mayor**

Council Member Strong – Thanked City Staff and volunteers for their work on the Fourth of July Party at The Point celebration and stated that he felt it was one of the best celebrations the City has held.

Council Member Swenson – Echoed appreciation for Staff and volunteers and specifically thanked the Arts Council for its assistance with the community activity to paint 250 stars in the roadway as part of the America 250 celebration. She stated that the activity was well attended by families and expressed hope that similar community activities could continue in future years.

Council Member Chatterton – Also complimented the Party at The Point celebration and noted the positive comments he received from attendees regarding the activities and organization of the event.

Council Member Judd – None

Council Member Yarbrough – None

Mayor Vincent – Thanked Staff and volunteers for the significant amount of work required to hold the celebration, from the morning flag ceremony through the evening fireworks. He specifically recognized the Public Works Department for its presence throughout the event and for keeping the park clean and activities running smoothly. He also relayed appreciation from North Davis Fire District Chief King, who commented on how well City Staff coordinated the event and stated that the parade crowd appeared to be the largest he had seen during his many years participating in the celebration.

5. **Communications from Staff**

Mr. Laws thanked the Council, Staff, and volunteers for their contributions to the Party at The Point celebration. He specifically recognized Public Works employees for maintaining a positive attitude throughout a long workday and expressed appreciation for the City's employees.

He reminded residents that the July Movie in the Park would be held Friday, July 10, featuring *National Treasure*, in conjunction with the Farmers Market beginning at 5:00 PM. He also announced that the July Senior Lunch would be held Tuesday, July 14.

Mr. Laws thanked the Council for approving additional funding related to the America 250 celebration and highlighted several new or expanded activities, including pony rides, the community star-painting activity, and the Declaration of Independence display near the horseshoe pits.

Council Member Chatterton commented that the newly added third horseshoe pit worked well during the celebration and allowed the tournament to operate more efficiently. Mr. Laws recognized Parks employee Kolby George for leading the horseshoe-pit improvement project, along with the other employees who assisted.

6. Citizen Comment

No comments received.

7. Recognition of the 2026 Party at The Point Grand Marshals – Mayor Brian Vincent

Mayor Vincent recognized Jay and Paula Ritchie as the 2026 Party at The Point Grand Marshals. He highlighted their longstanding ties to West Point and their commitment to family, service, and the community.

Mayor Vincent reviewed Mr. Ritchie's history of public service, including his service on the West Point City Council and his election as Mayor in 1997. During his tenure as Mayor, West Point experienced significant growth and change, including the groundbreaking for the City's Town Center and current City Hall. Mayor Vincent also recognized Mr. Ritchie's role in helping establish West Point City's City-Manager form of government.

Mr. Ritchie was also recognized for his career of more than three decades with Geneva Rock Products, where he held several leadership positions and ultimately served as company president. Mayor Vincent emphasized that the recognition was for both Jay and Paula and their many years of support for West Point City and its residents.

Mr. Ritchie thanked the Mayor and Council for the recognition and reflected on the changes he has seen in West Point since moving to the community in the early 1980s. He recalled that the City once experienced division between longtime residents and newcomers as growth occurred, but stated that West Point has developed into a community he remains proud to call home. He expressed appreciation for the Mayor and Council and acknowledged the challenges associated with public service. He also thanked the City for the honor of serving as Grand Marshals and shared that his grandchildren especially enjoyed participating in the parade.

Mayor Vincent and the Council presented Mr. Ritchie with recognition items on behalf of the City.

8. Consideration of Approval of West Point City Council Meeting Minutes:

a. February 6 & 7, 2026 Planning & Visioning Session

Council Member Swenson identified a correction on page 72 of the packet under the miscellaneous-items discussion regarding 3500 West. The reference to "800 North and 1350 North" should instead state "800 North and 550 North."

Council Member Swenson motioned to approve the minutes from the February 6 & 7, 2026 Planning & Visioning Session with the noted correction.

Council Member Chatterton seconded the motion

In Favor: All

Opposed: None

The Council Members unanimously agreed

b. April 21, 2026

Council Member Chatterton motioned to approve the minutes from April 21, 2026 with no corrections

Council Member Judd seconded the motion

In Favor: All

Opposed: None

The Council Members unanimously agreed

9. Consideration of Resolution No. 07-07-2026A, Approving a Contract with Consor Engineering for the Design of the 1800 N 4500 W Intersection Project – Mr. Boyd Davis

Mr. Davis explained that this project is to realign the existing offset intersection at 1800 North and 4500 West. West Point City is responsible for the north leg of the intersection, while the other three legs are under UDOT jurisdiction.

He presented a proposed contract with Consor Engineering, which previously completed the environmental review and preliminary design for the area. Mr. Davis explained that Consor is prequalified through UDOT and may be directly selected for the City's portion of the project because the contract amount is below UDOT's \$250,000 threshold requiring a competitive selection process. The proposed contract amount is \$207,832, with the majority funded through a Wasatch Front Regional Council grant. West Point City's required match is 6.67% and will be funded through the Local Option Transportation Fund. The proposed design schedule anticipates the project being ready to advertise for construction bids by March 2027.

Mr. Davis clarified that the City's contract covers only the north leg of the intersection. UDOT will separately procure design services for the remaining three legs and may also ultimately select Consor. If another firm is selected, the engineering teams will coordinate their designs.

The Council also discussed the extent of the City's project area. Mr. Davis stated that the north-leg improvements extend approximately 1,000 feet, or roughly one-quarter mile, north of 1800 North. The approximately \$2 million in anticipated construction funding is separate from the design contract being considered.

The Council had no further questions.

Council Member Strong motioned to approve Resolution No. 07-07-2026A, approving the contract with Consor Engineering for \$207,832.

Council Member Yarbrough seconded the motion

In Favor: All

Opposed: None

The Council Members unanimously agreed

10. Consideration of Approval of the Contract for the 3500 W Sidewalk Construction Project – Mr. Boyd Davis

Mr Davis presented the proposed 3500 West sidewalk and school-crossing project and recognized Public Works Inspector Zane Adams for his work obtaining contractor quotes, completing traffic counts, survey work, and assisting with the design.

Traffic counts and the applicable warranting process determined that the area qualifies for a reduced-speed school zone and school crossing. The proposed sidewalk will be located on the west side of 3500 West, where there is adequate room between the existing power poles and roadway. Because the sidewalk will be relatively close to the asphalt, Staff also proposes installing reflective delineators and striping a white edge line to provide additional separation and visibility.

The project will include approximately **550 feet of sidewalk**, connection to existing sidewalk at the south end, ADA pedestrian ramps on both sides of the school crosswalk, extension of sidewalk and curb and gutter along 800 North, school-crossing signage, and flashing school-zone signs. The City will also provide a crossing guard at the location.

Mr. Davis stated that the City had budgeted approximately \$50,000 for the project. The lowest contractor quote was received from R.L. Shaw in the amount of approximately \$31,195. The City separately purchased the flashing school-zone signs for approximately \$9,000, resulting in a total project cost slightly over \$40,000 and below the budgeted amount.

The Council discussed the spacing of reflective delineators along the sidewalk. Staff originally proposed approximately 75-foot spacing; however, Mayor Vincent suggested reducing the spacing to approximately 50 feet because of the sidewalk's proximity to the roadway. Mr. Davis stated that the change could easily be made at minimal cost.

Council Member Swenson asked whether the irrigation ditch adjacent to the Wade property would be buried. Mr. Davis stated that it would remain open, but a three-wire field fence would be installed to provide separation between the sidewalk and ditch. Mr. Davis also confirmed that the sidewalk improvements would not interfere with existing agricultural access to the property.

Staff stated that R.L. Shaw was prepared to begin work quickly and anticipated completing the project before the first day of school.

The Council had no questions or concerns

Council Member Strong motioned to approve the contract with R.L Shaw Construction in the amount of \$31,195

Council Member Swenson seconded the motion

In Favor: All

Opposed: None

The Council Members present unanimously agreed

11. Consideration of Approval of the Contract Amount for City Road Maintenance – Mr. Kenny England

Mr. England reviewed the contract for the City's annual road-maintenance program of chip-seal surface treatments. The City is currently in the third and final year of a three-year contract with Parsons. He explained that although the contract was already approved 2 years ago, the expense each year must be approved by the Council. The contract price for the current year is **\$3.23 per square yard**, and Staff recommended approval of an expenditure of **\$295,336.76**. There is sufficient fund balance to cover the cost.

Mr. England stated that Parsons is prepared to complete the work and Staff anticipated work beginning relatively soon following approval.

Council Member Swenson asked how residents on affected streets would be notified and how long access would be restricted during the chip-seal process. Mr. Davis explained that residents typically receive door-hanger notices approximately three days before work begins. Roads are not completely closed during chip sealing; flaggers direct traffic while oil and aggregate are applied. Vehicles can generally drive on the roadway shortly after the material has been placed. The contractor then returns approximately one week later to sweep excess aggregate from the roadway.

The Council had no further questions.

Council Member Chatterton motioned approve the contract amount with Staker Parsons for \$295,336.76

Council Member Swenson seconded the motion

In Favor: All

Opposed: None

The Council Members unanimously agreed

12. Consideration of Approval to Place the Nielsen Crossing Subdivision Phase 1 on One-Year Warranty – Mr. Boyd Davis

Mr. Davis stated that Nielsen Crossing Subdivision Phase 1, located near Center Street and 2000 West behind Big O Tires, has completed the required utility and roadway improvements. The improvements have been inspected and are ready to begin the City's one-year warranty period.

The Council had no questions or concerns.

Council Member Strong motioned to place Phase 1 on one-year warranty

Council Member Yarbrough seconded the motion

In Favor: All

Opposed: None

The Council Members unanimously agreed

13. Motion to Adjourn the General Session

Mayor Vincent noted that the regularly scheduled July 21 City Council meeting would not be held because a quorum would not be available.

Council Member Chatterton motioned to adjourn

Council Member Strong seconded the motion

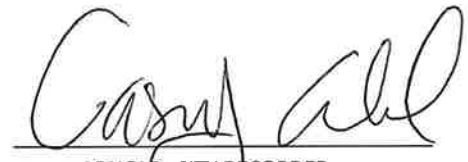
In Favor: All

Opposed: None

The Council Members present unanimously agreed.

APPROVED THIS 15 DAY OF September, 2026:


BRIAN VINCENT, MAYOR


CASEY ARNOLD, CITY RECORDER



