



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES WEST POINT CITY HALL June 16th, 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 June 16, 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# 863 8971 2281 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 Trent Yarbrough, Council Member Michele Swenson, and Council Member Jeremy Strong

EXCUSED: None

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

EXCUSED: None

VISITORS PRESENT: None. No sign-in is required for those viewing online.

1. Code Enforcement Update – Mr. Bruce Dopp

Mr. Dopp provided his final Code Enforcement update prior to retirement. He reported that the spring cleanup was the largest the City has held and recommended that the City continue funding the program, noting that it has received positive feedback from residents and helps encourage voluntary property cleanup. He reported that seasonal issues continue to include weeds and an increase in illegal street parking, particularly recreational vehicles parked longer than 48 hours. He stated that he gives priority to large vehicles that create line-of-sight and other safety concerns.

Mr. Dopp reflected on his more than 14 years of service with West Point City and stated that the City remains a very good community in which to live and work. He expressed appreciation for the City Council, Mayor, prior mayors, City management, and Staff, and thanked them for their support during his time with the City.

2. Presentation of the Fraud Risk Assessment – Mr. Ryan Harvey

Mr. Harvey presented the annual Fraud Risk Assessment required by the State and reported that the City received the full available score of 395 out of 395 points. He explained that the City continues to meet the same controls as in prior years, and in situations where the City cannot fully separate certain duties because of its staffing size, appropriate mitigating controls are in place.

The Council had no questions or concerns regarding the assessment and thanked Staff for their efforts in ensuring proper controls are in place and being responsible stewards of funds.

3. Discussion Regarding FY27 Budgets for the City and Related Agencies – Mr. Ryan Harvey

Mr. Harvey continued review of the proposed FY2027 budget and explained that, because of recent changes in State law related to the truth-in-taxation process, the budget to be adopted while the City proceeds through that process is now also referred to as an interim budget. Staff therefore proposed referring to the document as the FY2027 Interim/Tentative Budget, which the City will operate under until the Final Budget is approved in August.

3.1. FY2027 Final Budget for the CDRA

Mr. Harvey stated that the final bond payment for the Smith project area has been made and that the remaining CDRA debt service is associated with the interchange project area. The FY2027 CDRA budget reflects those changes and was scheduled for final adoption later that evening by the CDRA Board.

3.2. 2026 Proposed Property Tax Rate and Property Tax Rate Impact Schedule

Mr. Harvey reported that the 2026 certified property tax rate was just recently received from Davis County. The certified rate is calculated to generate approximately the same property tax revenue as the prior year, plus new growth. The certified rate for this year is 0.000711, with new growth expected to generate approximately \$30,000 in additional revenue. The previous year's rate for 2025 was 0.000730.

Mr. Harvey explained that the Proposed Property Tax Rate Impact Schedule, a new legislative requirement, identifies the specific purpose of any proposed property tax increase and also the budget reduction that would occur if the increase is not adopted. Staff proposes identifying approximately \$50,000 in additional property tax revenue to help fund the increase to the Davis County Sheriff's Office contract. If the additional revenue is not received, Staff would recommend reducing the planned transfer to the Capital Projects Fund by the same amount. The Impact Schedule that has been presented so far in budget discussions proposes a rate of 0.000773 in order to receive that additional \$50,000, but this was based off of last year's tax rate of 0.000730, as the certified tax rate had not yet been received from the County.

Now that the amount of new growth and certified tax rate has been received from the County, the corresponding rate to receive an additional \$50,000 in revenue above the certified rate amount (0.000711) is a rate of 0.000751, which is an estimated 5.63% increase. For a residence valued at \$500,000, this rate would increase the property taxes paid by approximately \$11 per year and \$20 per year for a business of the same value.

Mr. Harvey explained that the rate approved for the Truth-in-Taxation notices establishes the upper limit for what rate may be adopted, and the Council can adopt any lower rate from that down to the certified rate. He also noted that residents would receive notice based on the higher proposed amount.

The Council discussed the City's historical practice of considering small, incremental property tax increases rather than deferring increases and later requiring a larger adjustment. Council Member Chatterton suggested setting the proposed rate somewhat higher than the .000751, in order to allow some flexibility to adjust to market conditions or other needs that might arise before it is adopted in August. The Council agreed with proposing a higher rate of 0.000780 for the Truth-in-Taxation process, while emphasizing that this does not indicate their intention to approve a rate at that upper limit.

The Council asked Mr. Harvey to *prepare the 0.000780 option and corresponding figures for the Tentative/Interim Budget and for Truth in Taxation noticing to residents.*

3.3. FY2027 Interim/Tentative Budget and Fee Schedule for West Point City

Interim/Tentative Budget

Mr. Harvey reviewed changes already incorporated into the proposed budget, including updated General Fund revenues, personnel changes previously discussed by the Council, contracted building-inspection services, market and cost-of-living adjustments, and the URS Tier 2 contribution. He noted that most other General Fund and enterprise-fund budget requests had already been reviewed in prior meetings.

The Council revisited whether the City should continue covering the employee portion of the URS Tier 2 hybrid contribution above 10%. Mr. Harvey explained that the required contribution increased from 10.81% to 11.3%, resulting in an additional total City cost of approximately \$6,843 for affected employees. The discussion focused on the purpose of the supplemental contribution, its value as an employee benefit and retention tool, and whether the practice should continue as the City workforce increasingly consists of Tier 2 employees. Council Members generally expressed support for continuing the contribution at this time, while recognizing that the policy may need to be reevaluated in future years as costs and workforce composition change.

Fee Schedule

Mr. Harvey revisited the two solid-waste rate options discussed at the June 2 meeting. Option 1 would place the contractor increase entirely on black garbage cans, increasing the rate from \$14.30 to \$14.70 per can while leaving recycling and green-waste rates unchanged. Option 2 would increase the black-can rate to \$14.55 and increase both recycling and green-waste cans by \$0.15.

Council Members discussed the City's longstanding goal of encouraging recycling and green-waste use, the fact that recycling rates have not increased since the program began, and the fairness of periodically spreading cost increases among the different container types. Council Member Swenson also relayed resident questions about biweekly recycling pickup and discussed the need for additional resident education regarding breaking down cardboard, obtaining an additional recycling container, and proper use of green-waste containers. The Council generally favored Option 2 for inclusion in the fee-schedule resolution to be considered during the General Session.

Council Member Chatterton asked about the proposed \$50 zoning-verification-letter fee. Mrs. MacDonald explained that these requests are generally submitted by title companies and can require one to two hours of Staff time to research zoning, code-enforcement history, and other property information. The fee is intended to offset a portion of that Staff time.

Public hearings on both the Interim/Tentative Budget and Fee Schedule are on the agenda in tonight's General Session, after which the Council will continue the discussion as it considers approval of both items.

4. Discussion Regarding Cemetery Landscape Plan and Cremation Garden Expansion – Mr. Kyle Laws

Mr. Laws presented the 60% design for proposed cemetery landscaping and cremation-garden improvements and requested Council feedback before the landscape architect advances the plans to 90% completion. He explained that the project is intended to create additional burial options through niche walls/columbaria while the City evaluates future opportunities for additional cemetery land. The current estimate to construct all elements shown in the plans is approximately \$820,000; however, Staff intends for the project to be phased rather than constructed all at once.

The concept includes completing a paved roadway in the north section, five niche walls along the east fence, landscaping and improvements around the angel statue near the front of the cemetery, and a later south-side phase with six additional walls. Depending on whether niches are provided on one or both sides, each wall could accommodate approximately 35 to 70 urns. Mr. Laws stated that the landscape architect estimated that approximately \$165,000 to \$200,000 could be attributed to the south-side phase and approximately \$120,000 to \$150,000 to the front-area improvements, with more detailed phase costs to be provided at the 90% design stage.

Council Members discussed the number and placement of benches, the construction and security of the niche walls, potential vandalism, and whether cemetery camera coverage should be included. Staff will obtain additional information regarding the wall construction and security. The Council expressed general support for the design and suggested that reducing the number of benches could provide a potential cost savings when individual phases are constructed.

The Council also discussed longer-term cemetery capacity, including the possibility of incorporating the existing Public Works yard into the cemetery after a future Public Works facility is constructed, potential acquisition of adjacent property, and other strategies previously discussed during the City visioning session.

The Council indicated that the current design was moving in the right direction and directed Staff to continue toward the 90% design.

5. Other Items

No other items were discussed.

The Administrative Session adjourned.



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General Session

7:00 PM

Minutes for the West Point City Council General Session held on June 16, 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# 863 8971 2281 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 Trent Yarbrough, Council Member Michele Swenson, and Council Member Jeremy Strong

EXCUSED: None

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

EXCUSED: None

VISITORS PRESENT: Annice Nixon, Galen Nixon, Lyle Wert, Travis Webb, Linda Webb, and Rachel Webb. 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 Judd
4. **Communications and Disclosures from City Council and Mayor**

Council Member Yarbrough – None

Council Member Judd – None

Council Member Swenson – None

Council Member Chatterton – None

Council Member Strong – None

Mayor Vincent – None

5. Communications from Staff

Mr. Laws stated that the first Movie in the Park of the summer was held the previously Friday, featuring Zootopia 2, and held in conjunction with the Farmer's Market. It was a successful event that will continue monthly throughout the summer.

The Miss West Point Pageant was held on Saturday, June 13th at Horizon Junior High, and he recognized the newly crowned 2026 Miss West Point Royalty as follows:

Miss West Point: Ashlyn Szymanski

1st Attendant: Bailey Christenson

2nd Attendant: Emma Prescott

Miss Jr West Point: Mimi Wolford

1st Attendant: Lily Turpin

2nd Attendant: Kaizley Blake

He thanked the contestants, staff, and volunteers who made the pageant successful.

Mr. Laws also publicly thanked the Davis County Sheriff's Office for its work on the recent homicide investigation and reported that an arrest had been made in Las Vegas. Mayor Vincent echoed the City's appreciation for the Sheriff's Office and its continued service to West Point.

Mr. Laws reviewed upcoming Party at The Point activities. A new Paint the Town activity will be held on Monday, June 29 at 6 PM at the intersection near Loy Blake Park, where 250 stars will be outlined on the street for community members to fill in with paint and designs. This is a special activity commemorating America 250. The intersection will be temporarily closed the prior evening for stenciling and again during the painting activity. Other celebration events include the golf tournament and 3-on-3 tournament, both held on July 3, and the July 4 flag-raising ceremony, 5K, parade, park activities, stage entertainment, baby contest, evening entertainment, and fireworks on July 4th. Mr. Laws also noted that the Planning Commission has been preparing their parade float and encouraged the City Council to rise to the challenge.

6. Citizen Comment

Travis Webb – Clinton: Mr. Webb stated that he was born and raised in West Point and described the West Point Cemetery as a sacred place for his family following the death of his three-year-old son in 2021. He reported that decorative items recently had been stolen from his son's grave and said he was aware of similar thefts affecting other families. He asked the City to consider installing cloud-connected security cameras at the cemetery as both a deterrent and an investigative tool. He emphasized that the request was intended to protect grieving families and preserve the cemetery as a place of peace and respect.

Mayor Vincent expressed condolences and noted that the Council had discussed cemetery camera coverage earlier that evening during the Administrative Session.

7. Special Recognition of the Retirement of Bruce, City Code Enforcement Officer – Mayor Brian Vincent

Mrs. MacDonald, the Director of the Community Development Department, recognized Mr. Dopp for approximately 14½ years of service as the City's Code Enforcement Officer and highlighted programs he initiated or helped establish, including the spring and fall cleanup, residential dumpster rental program, annual tree-trimming enforcement, and winter parking notification efforts. She noted that more than 300 dumpsters of material had been removed through the cleanup program, that the rental dumpster remains consistently used, and that Mr. Dopp had issued thousands of winter parking notices and hundreds of tree-trimming notices. She also recognized his leadership with the Utah Ordinance Compliance Association, including service as president, board member, and training officer. She stated that she is grateful she has had the opportunity to work with Bruce and that he has left very big shoes to fill.

Mr. Davis, Mr. Laws, Mayor Vincent, and Council Member Chatterton each expressed appreciation for Mr. Dopp's professionalism, fairness, consistency, initiative, and friendship. They noted that code enforcement is often a difficult and thankless assignment and that Mr. Dopp had represented the City exceptionally well while helping preserve the quality, safety, and appearance of the community.

Mr. Dopp thanked the Mayor, City Council, Management Team, and all of Staff for their support over the years. He stated that code enforcement had not been a thankless job and shared that residents frequently expressed appreciation after issues were resolved. He described West Point as a wonderful community and said he considered those he had worked with to be good friends. Mr. Davis announced that a retirement open house for Mr. Dopp would be held June 24 from 10:00 AM to 12:00 PM at City Hall.

8. Recognition of the 2026 Woman of Honor – Mayor Brian Vincent

Mayor Vincent recognized Anice Montgomery Nixon as West Point City's 2026 Woman of Honor. He reviewed her lifelong ties to West Point, including attending West Point Elementary and later returning to make West Point her family home. He highlighted her decades of involvement with Montgomery Kiddie Kollege Preschool, which her parents opened in 1968, and her continuing service to generations of local children and families.

Mayor Vincent also highlighted Mrs. Nixon's contributions to the community through the annual pumpkin walk, assistance with scenery, props, costumes, and makeup for local school productions, English tutoring, crocheting hats and blankets for others, and other acts of service.

Mrs. Nixon thanked the City for the recognition and was congratulated and presented with an award by the Mayor and Council.

9. Consideration of Resolution No. 06-16-2026A, Approving the FY2027 Fee Schedule for West Point City – Mr. Ryan Harvey

Mr. Harvey explained that the FY2027 fee schedule must be adopted before the end of the fiscal year and will take effect July 1, 2026. He reviewed the changes previously discussed by the Council. Under the garbage rate Option 2, the black can rate will be \$14.55, the green waste can rate will be \$6.15, and the recycling can rate will be \$4.90. Other changes include new zoning verification letter and residential reroof fees, increasing the Appeal Authority hearing fee from \$200 to \$350, increasing the swimming pool permit fee from \$150 to \$400, and revising the description of the 'final site plan review' fee to simply 'site plan review'.

Mayor Vincent opened the public hearing.

a. Public Hearing

No comments received.

Council Member Swenson motioned to close the public hearing

Council Member Judd seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

b. Action

Mr. Harvey clarified that the motion should specifically identify the garbage rate Option 2 because both options remained shown in the packet. The Council had no further discussion.

Council Member Yarbrough motioned to approve Resolution No. 06-16-2026A, approving the FY27 Fee Schedule with garbage rate Option 2

Council Member Strong seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

10. Consideration of Resolution No. 06-16-2026B, Adopting the FY2027 Tentative Budget as the Interim Budget and Adopting the 2026 Proposed Property Tax Rate and Impact Schedule – Mr. Ryan Harvey

Mr. Harvey presented a revised proposed Property Tax Rate Impact Schedule using a proposed rate of 0.000780 and a representative residential value of \$640,000. He stated that the proposed rate would generate approximately \$974,000 in City property tax revenue, approximately \$86,166 above the amount generated by the certified rate of 0.000711. This represents an estimated 9.7% increase to the City portion of the property-tax bill and an estimated annual increase of approximately \$24.29 for a residence valued at \$640,000.

Mr. Harvey explained that the proposed rate establishes the highest rate the Council may ultimately adopt after the truth-in-taxation process; the final rate may be set anywhere between the certified rate of 0.000711 and the proposed rate of 0.000780. The final decision will occur after public notice and a Truth-in-Taxation hearing in August. Staff identified the increased Davis County Sheriff's Office contract as the purpose for the additional property tax revenue.

Mr. Harvey also reviewed the FY2027 Interim/Tentative Budget. General Fund revenues were adjusted based on updated projections, including an approximately \$200,000 increase in sales and use tax revenue. Personnel changes include a new crossing

guard, parks employee, management analyst, market adjustments, cost-of-living and merit increases, and the previously discussed URS Tier 2 contribution. The police-services budget increases by approximately \$144,000. Mr. Harvey noted that the recently received certified rate also included approximately \$30,000 in new growth revenue and requested that the additional revenue associated with the revised proposed rate and new growth be added to the transfer to the Capital Projects Fund in the Interim Budget.

Mayor Vincent opened the public hearing

a. Public Hearing

Lyle Wert – West Point: Mr. Wert thanked the Council for its work on the budget and acknowledged the real cost increases facing the City, particularly in public safety. He stated that supporting public safety and fiscal discipline are not opposing goals and encouraged the City to identify additional efficiencies and cost-recovery opportunities before adopting a permanent property-tax increase. He suggested further review of recreation cost recovery, service-based fees, business sponsorships, and greater resident involvement in identifying priorities and efficiencies. He proposed creation of a Parks and Recreation Advisory Board composed of residents, parents, coaches, and volunteers to provide input on program priorities, costs, and long-term sustainability. He encouraged the City to treat a permanent property-tax increase as a last resort.

Council Member Swenson motioned to close the public hearing

Council Member Chatterton seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

b. Action

Council Member Strong agreed with the public comment received in that the City should continue looking for efficiencies before the final property tax rate is adopted in August. The Council discussed the rising Sheriff's Office contract, the City's historical practice of considering smaller incremental property-tax increases rather than allowing needs to accumulate and a large adjustment becomes necessary, and the benefit of using the additional time before final adoption to review updated revenue and expenditure information.

Mr. Laws stated that Staff expects to begin discussions on a new multi-year Sheriff's Office contract during the coming months, with the current contract continuing for another year.

The Council had no further discussion.

Council Member Yarbrough motioned to approve Resolution No. 06-16-2026B, adopting the FY2027 Tentative Budget as the Interim Budget, adopting a proposed 2026 property tax rate of 0.000780 and the corresponding proposed property tax impact schedule, and directing that the additional revenue difference be added to the transfer to the Capital Projects Fund

Council Member Chatterton seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

11. Motion to Move Into a Closed Session

Council Member Chatterton motioned move into a Closed Session

Council Member Yarbrough seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

Closed Session

1. Motion to Open Closed Session

Council Member Chatterton motioned to open the Closed Session
Council Member Strong seconded the motion
In Favor: All
Opposed: None
The Council unanimously agreed

2. Call to Order and Roll Call

Mayor Brian Vincent called the June 16, 2026 Closed Session to order at approximately 8:30 PM

Roll Call –

Mayor Brian Vincent
Council Member Jerry Chatterton
Council Member Annette Judd
Council Member Michele Swenson
Council Member Trent Yarbrough
Council Member Jeremy Strong

Kyle Laws, City Manager
Casey Arnold, City Recorder/HR Manager

3. Closed discussion pursuant to UCA §52-4-205(1)(a): regarding an individual's character, professional competence, or physical/mental health

4. Motion to Adjourn the Closed Session and Enter the General Session

Council Member Chatterton motioned to adjourn at approximately 12:15 AM (June 17, 2026)
Council Member Strong seconded the motion
In Favor: All
Opposed: None
The Council unanimously agreed

12. Motion to Adjourn the General Session

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



APPROVED THIS 18 DAY OF September, 2026:


BRIAN VINCENT, MAYOR


CASEY ARNOLD, CITY RECORDER