



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL
MEETING MINUTES
ELECTRONIC MEETING
NO PHYSICAL MEETING LOCATION
April 6th, 2021

Mayor
Erik Craythorne
City Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Annette Judd
City Manager
Kyle Laws

Administrative Session
6:00 PM

Minutes for the West Point City Council Administrative Session held via electronic Zoom Meeting on April 6, 2021 at 6:00 pm with Mayor Erik Craythorne presiding. This meeting was held in accordance with the signed March 11th, 2021 Written Determination of the Mayor and Planning Commission Chair of West Point City Concerning Electronic Meeting Anchor Location. Meeting was accessible to attendees by entering Meeting ID #817 8695 1051 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Gary Petersen, Council Member Annette Judd, Council Member Andy Dawson, Council Member Kent Henderson, and Council Member Jerry Chatterton

EXCUSED: None

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Works Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Visitors able to attend electronically, no sign-in required.

1. Discussion Regarding a Fence Line Agreement – Mr. Boyd Davis

Mr. Davis stated that as future plans for Bingham Park have been reviewed, prompted by Gary Kapp, adjoining property owner, approaching the City about purchasing his property, it has come to Staff's attention that there is a discrepancy in the south property line between the Park and Mr. Kapp's property. Specifically, the existing fence line that separates the two does not match the legal description on the deeds for these properties. However, Mr. Davis stated that it has not really been an issue because the fence has been considered the property line by both the City and the Kapp's. Entering into a boundary agreement will clear up the discrepancy so that there are no overlaps or gaps between the properties as recorded. Gardner Engineering was hired to complete the property survey and describe the fence as the property line. The recorded property line will follow the existing fence line exactly until it hits 4550 W, where it makes an angle to connect to another existing fence. The reason for the angle is that there is an irrigation head-gate in the corner and Mr. Kapp has indicated that this head-gate is not on his property, even though it is inside the existing fence.

The Council had no issues with modifying the boundary line, as the fence line has been in place for many, many years and has been the assumed separation line between the two properties for many years as well. Approval of the boundary line agreement will be considered by the Council at the next meeting.

2. Discussion Regarding a Site Plan Amendment for The Point Development (Appx. 300 N 2000 W) – Mrs. Bryn MacDonald

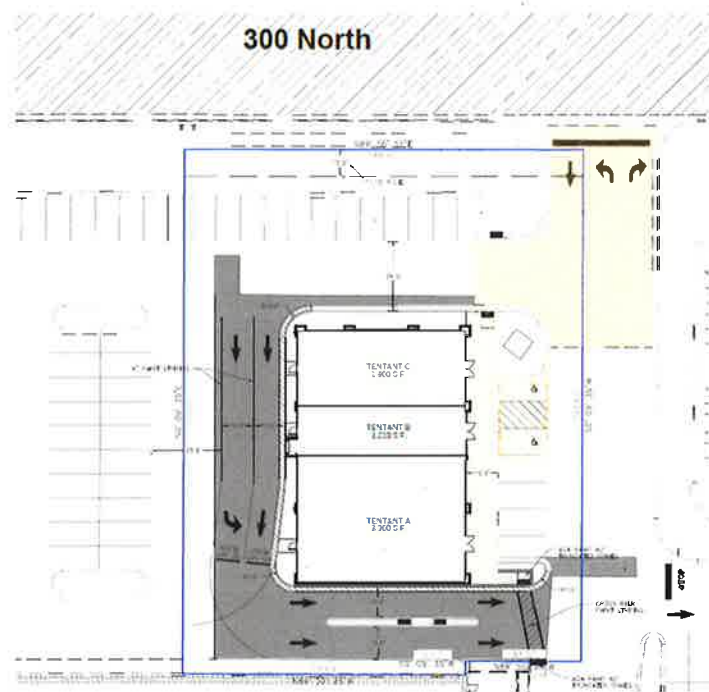
Mrs. MacDonald stated that this item and the next are in regards to the same Pad A of The Point Development. The developers are first requesting to amend the site plan of the entire development to modify the location of Pad A – the original plan shows Pad A being directly attached to the Smith's Marketplace building and they would like to instead put a drive-thru between the two. The Planning Commission did recommend approval of the amendment, however, included in that approval that the portion of the existing building that was intended to be attached be repaired to match the coloring and design of the rest of the building.

Council Member Chatterton commented that he does not believe the section of the existing building needs to be "repaired", but rather that it be updated to match the surrounding brick; he felt that asking the developers to "repair" the brick indicates that they need to tear it out and replace it. Mr. Davis and Mrs. MacDonald both confirmed their understanding that the developer doesn't plan to actually tear out the bricks that will now be exposed, but rather intends to do some sort of finish coat on the bricks; although

not the same type of brick, they should be able to match the color enough and conceal them with landscaping, etc., that the difference won't be noticeable. Further, the difference will be most visible to those actually in the drive-thru, and should not be obvious from a viewpoint of the entire building. Logan Johnson, with Wright Development, was in attendance at the meeting and confirmed that even aside from the City's concerns, they have a desire to do their best to make the section look as good as possible for their development.

Council Member Petersen inquired as to whether there needs to be a railing along the exit portion of the drive-thru that is not bordered by the Smith's building in order to block drivers from accidentally turning onto the sidewalk and pedestrians from not using the crosswalk to cross. Mr. Johnson stated that pedestrian traffic on the northeast corner of Smith's is on the east edge of the existing sidewalk and there is a brick wall already there that should prohibit access from the seating area. However, he stated that they would be willing to add a railing or something similar if the Council feels that there needs to be more of a barrier, but personally feels that the natural flow of pedestrian traffic will be to follow the sidewalk and cross the drive-thru exit at the designated crosswalk. Council Member Petersen expressed his opinion that there does need to be some sort of railing or barrier to better direct drivers and pedestrians. Mr. Johnson stated that they would have no problem if that additional requirement was included as part of the Council's approval.

Mr. Johnson clarified for Council Member Chatterton that both drive-thru lanes on the south of the building will be dedicated to the southern unit, Tenant A, which is planned to be occupied by a bank, and will not serve the middle or north units. Mrs. MacDonald added that the drive-thru lane on the west side of the building will serve Tenant B, which is the middle unit:



In their approval of Pad A, the Planning Commission recommended that the elevations of the building be required to match the existing Smith's building. The Council agreed with that recommendation, feeling that the buildings are close enough together that it should look like a continuous development and not that the new building was a separate "afterthought."

Council Member Henderson inquired as to how traffic flow had been considered and Mr. Johnson stated that they worked with a traffic engineer on the design, and even though the drive-thru exit does not perfectly align with the opening to the parking row opposite from it, the speeds in a parking lot are much lower than on regular roads and so the offset should not create any issues. Council Member Henderson stated that he is not as concerned about the amount of traffic that will be exiting the drive-thru as he is about how traffic coming in and out of this main entrance to Smith's and to the Fuel Center will be affected. Mr. Johnson stated that he would have the traffic engineer provide a letter or memo to elaborate on his approval of the design. Council Member Petersen suggested that the existing landscape island directly opposite the drive-thru exit could be removed so that there would not be as much of an offset. Mr. Johnson stated that he could look into that idea, but is not sure that it would alleviate the concerns that are being raised. Mr. Davis agreed, stating that he does not feel that the island creates much of an issue and is more concerned about drivers' visibility of pedestrians crossing to/from the parking lot. However, although it is not the most favorable design, he does agree that with the low traffic speeds and low traffic coming out from the bank drive-thru the current design should work fine.

Mr. Johnson also noted that there is not yet a tenant planning to occupy the middle unit, however, they would like to have the pad approved with a drive-thru for that unit in case it is needed by whatever business occupies the space. Council Member Judd stated that if the space is occupied by a popular restaurant or business that has a high use of the drive-thru, traffic should be encouraged to flow west rather than east when exiting. Mr. Johnson agreed and stated that the design for this drive-thru would lead traffic to the west.

The Council had no further discussion and will consider approval of the Site Plan Amendment and approval of Pad A at the next meeting.

3. Discussion Regarding the Site Plan for Pad A of The Point Development – Mrs. Bryn MacDonald

This discussion was held in conjunction with the previous item.

4. Discussion Regarding Christmas Lights – Mr. Kyle Laws

Mr. Laws stated that at the City Council Visioning Session in January, Council Member Chatterton had expressed his desire more to be done to acknowledge and celebrate the holiday season throughout the month of December, such as having more street decorations and lights throughout the City. The Roy City lights were brought up as an amazing example, although it was agreed by the Council that the City does not need to go to that extreme. It was agreed to have a future discussion on this suggestion and Staff would like direction from the Council at this time as the budget for FY2022 is being prepared.

Mr. Laws stated that although Staff does not have a recommendation to give the Council, he and Mr. Rochell did discuss a suggestion of possibly putting more decorations in the City's round-a-bouts on 3000 W and possibly the gateway property on 300 N and about 1500 W. Mayor Craythorne stated that he recalled a discussion in the past about banners being hung on City-owned light poles, which could be replaced with holiday banners during that season. Council Member Chatterton was in favor of that idea, and inquired as to whether it was known how many light poles did and did not have power; depending on the number, putting holiday lights on those poles with power would be a good start in adding more decorations in the City. Staff was directed to map out which City-owned poles have power. Mr. Rochell noted that decorations used to be placed on some light poles owned by Rocky Mountain Power, but there were some power line clearance issues and RMP also wanted the City to install meter bases on every one of the poles used. Both Staff and Council agreed to focus on only those light poles owned by the City. The Council was also in favor of possibly putting decorations in the round-a-bouts, however there were some concerns about them being a target for vandalism. Council Member Chatterton also raised the idea of putting lights and decorations in the grass area just west of City Hall. Mr. Laws noted that lights are placed on City Hall and also most of the large trees around surrounding it, as well as the bushes up against the front of the building; he asked whether there was a desire for more lights to be placed around and/or on City Hall. Council Member Chatterton stated that he would like for more of the trees around City Hall to be lighted, and would also like to see some sort of ground-level decorations or displays. He understands that it may take a few years to work up to, but would like to get that process started. Mr. Laws stated that he would talk to the company that installs the lights and get pricing for more tree lights and if they offer any other types of decorations and displays. He will bring that information back to the Council to consider when discussing the budget for this next fiscal year. Council Member Petersen suggested that if the decorations at City Hall are expanded, possibly trying to coordinate with the North Davis Fire District and see if they would also like to participate. Mayor Craythorne and Council Member Dawson expressed their opinions that they would be in favor of trying to do more with the City's light poles and possibly increasing the amount of lights at City Hall, but still keeping things simple and not too extravagant.

Further discussion will be had once information is received regarding the number of light poles that have power and the costs of additional lights and decoration options.

5. Other Items

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 General Session of the West Point City Council held via electronic Zoom Meeting on April 6, 2021 at 7:00 pm with Mayor Erik Craythorne presiding. This meeting was held in accordance with the signed March 11th, 2021 Written Determination of the Mayor and Planning Commission Chair of West Point City Concerning Electronic Meeting Anchor Location. Meeting was accessible to attendees by entering Meeting ID #817 8695 1051 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Gary Petersen, Council Member Annette Judd, Council Member Andy Dawson, Council Member Kent Henderson, and Council Member Jerry Chatterton

EXCUSED: None

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Workers Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Visitors able to attend electronically, no sign-in required.

1. **Call to Order** – Mayor Craythorne welcomed those attending the electronic meeting.
2. **Prayer** – Given by Council Member Petersen
3. **Communications and Disclosures from City Council and Mayor**

Council Member Petersen – No comments

Council Member Henderson – No comments

Council Member Judd – No comments

Council Member Chatterton – No comments

Council Member Dawson – As a Board Member of the North Davis Sewer District, he provided an update on the ordinance he informed the Council at the last meeting was recently approved by the District; the ordinance restricts the proximity other utility lines can be placed next to sewer lines. He, Mr. Laws, and Mr. Davis met with the District to discuss the ordinance as City Staff was unaware that it had been approved and were concerned that the NDSD had made a knee-jerk reaction with this ordinance in an effort to have more involvement in the planning of developments. Council Member Dawson felt that they were able to “clear the air” and help all to understand the issues that were trying to be solved with the ordinance. NDSD now has a rough draft of a revised ordinance that is much “nicer and gentler” while still meeting what was intended. He explained that the NDSD Board did not necessarily consider the language of the ordinance in “such broad terms” and noted that he himself was intending that the restriction of new utility lines being placed no closer than 10 ft. to a sewer line meant 5 ft. on either side, not a total distance of 20 ft. from one side to the other. He hopes that the revised ordinance will still give the NDSD some control in protecting their sewer lines, but is also realistic and acceptable to all parties.

Mayor Craythorne thanked Council Member Dawson for his willingness to work through this issue and hopes that the NDSD can regain their reputation of being willing to work *with* and not *against* the cities served by the district. Council Member Dawson

agreed, adding that some staff personalities and viewpoints are likely contributing to the issues and not always representative of the Board's intentions and desire to have positive, reciprocal relationships with the cities.

Mayor Craythorne – Before the COVID-19 pandemic hit, he had asked the Council if they would like to go on a tour of Wasatch Integrated Waste Management's new Davis Material Recovery and Transfer Facility. As health concerns are decreasing and gathering restrictions are beginning to loosen, the Mayor would like to ask if there was still an interest to do the tour. The Council all desired to tour the facility and the Mayor stated he would coordinate on possible dates to do so.

The Mayor also stated that he plans to hold the April 20th Council meeting virtually, but would like to know the Council's opinions on returning to in-person meetings beginning in May (the meetings will still be streamed virtually and available for citizens to attend electronically). The Council was in favor of returning to meeting in-person at City Hall.

4. Communications from Staff

Mr. Laws stated that the Easter Egg Hunt Kit drive-thru event was held on April 2nd, and although similar to how the event was held last year, did not have nearly as high of a turnout. Many more kits were prepared in order to avoid running out of them so quickly again, but there were quite a few boxes filled with kits leftover. However, members of the Youth Council and Miss West Point Royalty took boxes to distribute in their own neighborhoods and so they were able to be spread throughout the City. Mr. Laws stated that he and his family also took some boxes to Smith's and passed out the remaining kits to people exiting the store. While it didn't have as much participation as was planned for, it was still a great event that was able to reach families all over West Point. Hopefully, the City can return to the regular Easter Egg Hunt event held at the Loy Blake Park next year.

5. Citizen Comment

No comments received.

6. Youth Council Update

A representative from the Youth Council was unable to attend this meeting and no update was provided.

7. Consideration of Approval of the March 2nd, 2021 West Point City Council Meeting Minutes

A final draft of these meeting minutes was not yet completed for the Council to approve; consideration of approval will be on the agenda at the next meeting.

8. Consideration of Approval of Wildfire Estates Subdivision Phase 3 – Mrs. Bryn MacDonald

Mrs. MacDonald stated that Phase 3 has been discussed in previous meetings, and the Council granted the developers an exception to begin Phase 3 while Phase 2 is still under construction. All of the approval letters from the required entities have been received and the Planning Commission has recommended approval.

The Council had no further discussion.

Council Member Henderson motioned to approve

Council Member Judd seconded the motion

The Council unanimously agreed

9. Motion to Move Into a Closed Session

Council Member Chatterton motioned to move into a Closed Session

Council Member Petersen seconded the motion
The Council unanimously agreed

Closed Session

1. Motion to Open Closed Session

Council Member Petersen motioned to open the Closed Session
Council Member Henderson seconded the motion
The Council unanimously agreed

2. Call to Order and Roll Call

Mayor Erik Craythorne called the April 6, 2021 Closed Session to order

Roll Call -

Mayor Erik Craythorne

Council Member Gary Petersen

Council Member Kent Henderson

Council Member Annette Judd

Council Member Andy Dawson

Council Member Jerry Chatterton

Kyle Laws, City Manager

Boyd Davis, Assistant City Manager

Bryn MacDonald, Community Development Director

Paul Rochell, Public Works Director

Ryan Harvey, Administrative Services Director

Casey Arnold, City Recorder

The Council discussed items regarding the following:

3. Purchase of Real Property, Pursuant to UCA §52-4-205(1)(d)

4. Pending Litigation, Pursuant to UCA §52-4-205(1)(c)

5. Motion to Adjourn Closed Session and enter the General Session

Council Member Henderson motioned to close the Closed Session and enter the General Session

Council Member Dawson seconded the motion

The Council unanimously agreed

10. Motion to Adjourn the General Session

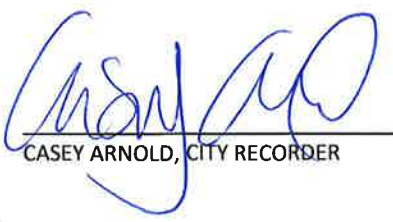
Council Member Chatterton motioned to adjourn

Council Member Petersen seconded the motion

The Council unanimously agreed


ERIK R. CRAYTHORNE, MAYOR

May 18th, 2021


CASEY ARNOLD, CITY RECORDER

May 18th, 2021

