

Minutes of the Centerville **City Council Work Session** held Tuesday, October 21, 2025 at 5:30 pm, with participants present at City Hall, 250 North Main Street.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members Robyn Mecham
Brian Plummer
Gina Hirst
Spencer Summerhays
Cheylynn Hayman

STAFF PRESENT

Brant Hanson, City Manager
Lisa Romney, City Attorney
Nate Plaizier, Finance Director
Sydney DeWees, Planner
Bryce King, Administrative Services Director
Bruce Cox, Parks and Recreation Director
Mike Eggett, Community Development Director
Mike Carlson, Public Works Director
Dave Walker, Deputy Public Works Director
Allen Ackerson, Chief of Police
Marc Marchant, Streets Supervisor

DISCUSSION – PROCUREMENT POLICY AMENDMENTS – BUILDING IMPROVEMENTS, PUBLIC WORKS PROJECT, CLASS C ROAD CONSTRUCTION PROJECT – INCREASE TO STATE BID LIMITS AND BIDDING PROCEDURE CHANGES

City Attorney Lisa Romney presented proposed amendments to Centerville's procurement code to raise formal bidding thresholds and align them with updated state limits. She explained that the current \$25,000 cap requires sealed bids, public notices, and council approval even for smaller projects, causing delays and added costs. State thresholds now allow informal bidding for building improvements up to \$64,000, public works projects up to \$200,000, and road construction up to \$350,000. Ms. Romney noted that the changes would streamline project delivery while maintaining accountability. Finance Director Nate Plaizier supported the proposal, emphasizing that informal bidding allows consideration of contractor qualifications, reputation, and reliability as well as price.

Councilmembers generally agreed the change could improve efficiency and competitiveness, with Councilmember Hirst cautioning that smaller contractors may be discouraged by overly burdensome bid requirements. The Council expressed support for the concept and requested that draft amendments reflecting the proposed limits be brought back for review.

DISCUSSION – PROCUREMENT POLICY AMENDMENTS – INCREASE APPROVAL LIMITS

Mr. Plaizier presented proposed amendments to increase purchasing approval limits, noting that current thresholds - unchanged for over 10 years - have become impractical due to

1 inflation. Under the proposed changes, department heads could approve purchases up to \$5,000,
2 the finance director up to \$25,000, the city manager up to \$50,000, and purchases over \$50,000
3 would require city council approval. Mr. Plaizier explained that current limits often delay routine
4 purchases like computers, water valves, and park supplies, and emphasized that all purchases
5 would still undergo accounts payable review with dual check signing for oversight.
6

7 Councilmembers expressed concerns about losing visibility on larger purchases, while
8 noting the importance of staying informed for resident inquiries. Councilmember Hayman
9 suggested higher limits could apply to budgeted items with required council notification. Ms.
10 Romney recommended drafting language distinguishing between budgeted and unbudgeted
11 purchases, and City Manager Brant Hanson noted that limits could vary by purchase type, such
12 as public works versus general procurement.
13

14 **DISCUSSION – PART-TIME CODE ENFORCEMENT OFFICER POSITION**

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16 Community Development Director Mike Eggett presented the proposed part-time code
17 enforcement officer position, approved in the June budget, including a tailored job description and
18 a compensation schedule ranging from \$21.51 to \$30.97 per hour. The position would focus on
19 complaint-based residential enforcement while proactively addressing business licensing
20 compliance. Mr. Eggett noted that most Davis and Weber County cities have code enforcement
21 officers, often supervised by police or community development, and use employee-active
22 enforcement.
23

24 Councilmember Hirst cited neighborhood issues demonstrating the need for complaint-
25 based enforcement, while Councilmember Mecham questioned whether full hours would remain
26 necessary once backlogs were addressed. Councilmember Summerhays appreciated the part-
27 time structure for flexibility, and Councilmember Plummer acknowledged the need to respond to
28 resident complaints despite initial opposition. Discussion included potential sharing of the position
29 with West Bountiful. The council agreed to proceed with drafting the position for formal approval,
30 commending staff for their research and preparation.
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32 **ADJOURNMENT**

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34 At 6:51 pm, Councilmember Summerhays **moved** to adjourn the work session.
35 Councilmember Hirst seconded the motion which passed by a unanimous vote (5-0).
36
37

38 *Jennifer Robison*
39 Jennifer Robison, City Recorder

11/18/2025
Date Approved

