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**Minutes of the
BOUNTIFUL CITY COUNCIL**

August 23, 2016 – 6:00 p.m.

13 Present: Mayor Randy Lewis
14 Councilmembers Kendalyn Harris, Richard Higginson (arr. 6:30 p.m.),
15 Beth Holbrook, John Marc Knight, John Pitt
16 City Manager Gary Hill
17 City Attorney Clinton Drake
18 City Engineer Paul Rowland
19 City Planner Chad Wilkinson

20 Department Directors/Staff:

21 Asst. City Manager Galen Rasmussen
22 Water Director Mark Slagowski
23 Streets/Sanitation Director Gary Blowers
24 Power Director Allen Johnson
25 Police Chief Tom Ross
26 IT Systems Analyst Greg Martin
27 Asst. City Engineer Lloyd Cheney
28 Finance Tyson Beck
29 Recording Secretary Nikki Dandurand

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32 Official notice of the City Council Meeting was given by posting an Agenda at City Hall and on
33 the Bountiful City Website and the Utah Public Notice Website and by providing copies to the
34 following newspapers of general circulation: Davis County Clipper and Standard Examiner.
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Work Session – 6:07 p.m.
Planning Conference Room

UTA BUS/RAPID TRANSIT DISCUSSION – MR. CHAD WILKINSON

Mr. Wilkinson reviewed the progress of the BRT (Bus/Rapid Transit) project over the last two years since the approval in May 2014 to adopt the LPA (Locally Preferred Alternative) resolution. Mr. Wilkinson then turned the time over to Mr. Hal Johnson, Project Development Manager for UTA, to further explain and answer questions about the project. Mr. Johnson explained that all the cities involved have approved and fully support the LPA and are seeking funding for the next stages of the project. The line will have a dedicated lane, fewer stops and avoid normal traffic flow. The City Council is very supportive and Mayor Lewis is anxious to move forward. Council members Holbrook and Knight identified a need for UTA to provide more options for addressing east/west travel to BRT locations. UTA representatives mentioned that the first stage of the project engineering study would require City participation in the amount of \$13,000. Chad Wilkinson mentioned that this money was already budgeted for this purpose in the current fiscal year.

PURCHASING POLICY – MR. CLINT DRAKE

Mr. Drake stated the current purchasing policy is a good policy, but each department and their

1 needs are different, so the policy needs to be clarified and reviewed. Some items can easily be
2 purchased using the state bid; others need to be bid out. Various Department Directors in attendance
3 explained their current purchasing methods and how they might be improved. Council members Pitt
4 and Harris encouraged the use of local bids in preference to others. Mr. Gary Hill stated that three
5 methods can be used: (1) get three or more competitive bids; (2) use the state bid only; and/or (3) use
6 the state bid and ask for a bid from a local vendor if available. These three methods are all approved
7 and the Department Directors can use their discretion as to which method to use. One noted
8 exception to the normal bidding requirements arises when a product is designated as “single source”
9 or “sole source.” In these cases, purchases must be made from one vendor and no bids are possible.
10 The revised policy would require these purchases to be approved by the City Manager or his/her
11 designee. Councilman Higginson stated that as long as our city personnel know who to contact and
12 the best way to purchase, there should be no further problems. Mayor Lewis agreed and Chief Ross
13 also added that the business we contact should be aware if it is a fleet purchase as well.
14

15 **Regular Meeting – 7:00 p.m.**
16 **City Council Chambers**
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18 Mayor Lewis called the meeting to order at 7:00 p.m. and welcomed those in attendance.
19 Scout Bryce Farley led the Pledge of Allegiance; Pastor Mike Pless, Good Shepherd Fellowship
20 Church, gave a prayer.
21

22 **APPROVAL OF MINUTES**

23 Mayor Lewis presented the minutes of the regular City Council meeting held on July 26,
24 2016. Councilman Knight made a motion to approve the presented minutes and Councilwoman
25 Holbrook seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson,
26 Holbrook, Knight and Pitt voting “aye”.
27

28 **COUNCIL REPORTS**

29 Councilman Higginson reported on a meeting with the Davis School District, Police
30 Department and local residents about high school parking. Various methods are going to be used to
31 encourage students to use the parking already in place. Other options are taking down the current
32 “No Parking” signs and adjusting school policies for “U” students. A new high school will open in
33 2018, which could eliminate some of the overcrowding/parking. Mayor Lewis was grateful that all
34 involved are working together. Councilman Knight reported on Concerts in the Park and the positive
35 impact in the City. Councilwoman Holbrook reported on the Tour of Utah and how impressive the
36 support of the residents of Bountiful was for this event. She also reported on the Power Commission
37 meetings and would like to set up a meeting with the full Council to review solar power and other
38 issues. Councilman Pitt also reported on the Tour of Utah and is looking forward to possibly
39 receiving next year’s bid as well. Councilwoman Harris had no report.
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41 **CONSIDER APPROVAL OF WEEKLY EXPENDITURES > \$1,000 PAID July 18, 19, 25, 26**
42 **AND AUGUST 1 & 2, 2016 AND THE JUNE 2016 FINANACIAL REPORT**

43 Mayor Lewis presented the weekly expenditure summaries paid on July 18, 2016 for
44 \$563,913.71, July 19, 2016 for \$194,508.10, July 25, 2016 for \$595,818.30, July 26, 2016 for
45 \$1,055,219.95, August 1, 2016 for \$205,793.31 and August 2, 2016 for \$19,070.06. Councilwoman
46 Harris asked about the cleaning supplies for the Public Safety building and asked Chief Ross if the

1 new custodial company is working better. Chief Ross reported the new company is doing a great job.
2 She also asked about the difference in the capital projects vs. costs. Mr. Gary Hill responded to her
3 question. Councilman Higginson moved to approve the weekly financials and the June 2016 report,
4 and Councilman Knight seconded the motion. Voting was unanimous with Councilpersons Harris,
5 Higginson, Holbrook, Knight and Pitt voting “aye”.

6
7 **THANK YOU FROM JANE JOY/CHALK ART FESTIVAL**

8 Mayor Lewis welcomed Jane Joy to the podium and she thanked the Council and the Mayor
9 for their support of her foundation. She gave a report on the Chalk Art Festival and the other
10 activities her foundation is involved with.

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12 **CONSIDER APPROVAL OF TYLER TECHNOLOGIES ANNUAL MAINTENANCE**
13 **CONTRACT – MR. GREG MARTIN**

14 Mr. Martin stated this is the annual renewal of the contract with our current maintenance
15 company, Tyler Technologies and funding is already budgeted. Councilwoman Harris moved to
16 approve the contract renewal at \$72,165.93 and Councilman Higginson seconded the motion. Voting
17 was unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting “aye”.

18
19 **CONSIDER APPROVAL OF 42 WOOD POLES FROM MCFARLAND CASCADE FOR**
20 **\$35,006.00 – MR. ALLEN JOHNSON**

21 Mr. Johnson stated the purchase was approved by the Power Commission this morning and is
22 seeking approval from Council for the final purchase price. Councilwoman Holbrook moved to
23 approve the purchase and Councilman Pitt seconded the motion. Voting was unanimous with
24 Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting “aye”.

25
26 **CONSIDER APPROVAL OF 46 TRANSFORMERS FROM NORTHERN POWER FOR**
27 **\$113,160.00 – MR. ALLEN JOHNSON**

28 Mr. Johnson stated this purchase is to replenish the current inventory and three bids were
29 received with the low bid/cost effectiveness being a determining factor. Councilwoman Holbrook
30 moved to approve the purchase and Councilman Pitt seconded the motion. Voting was unanimous
31 with Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting “aye”.

32
33 **PRELIMINARY SITE PLAN REVIEW FOR AN EXPANSION OF AN EXISTING**
34 **MEDICAL OFFICE BUILDING – MR. CHAD WILKINSON**

35 Mr. Wilkinson stated this expansion will utilize the north parking lot and new parking will be
36 constructed. Mr. Wilkinson stated that two issues are noted in the staff report - the design and
37 parking. The design elements include a screening on the rooftop to cover the mechanical equipment.
38 The height/construction of the screening has been carefully reviewed and the builders have
39 accommodated the codes of the City as well as the builder’s recommendations. The parking will be
40 resolved by conducting a parking analysis and submitting its recommendations for approval. Council
41 and staff discussed various aspects of the site plan including setbacks, the screening and landscaping.
42 Councilman Higginson moved to approve the preliminary site plans and Councilwoman Holbrook
43 seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson, Holbrook,
44 Knight and Pitt voting “aye”.

1 **CONSIDER APPROVAL OF ST. OLAF’S SINGLE EVENT PERMIT FOR SEPTEMBER 24,**
2 **2016 – MR. CHAD WILKINSON**

3 Mr. Wilkinson stated this is a single event permit and meets all legal requirements.
4 Councilman Knight moved to approve the permit and Councilman Higginson seconded the motion.
5 Voting was unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting
6 “aye”.
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8 **PRELIMINARY SUBDIVISION APPROVAL FOR GREEN SUBDIVISION – MR. PAUL**
9 **ROWLAND**

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11 Mr. Rowland stated the Planning Commission has approved this action. Mr. Rowland stated
12 that Mr. Green has divided the parcel into a 32 lot subdivision, R4 zone and meets all requirements.
13 Utilities are available and will be underground and additional storm drains will be made at two
14 locations in the subdivision. Councilman Knight noted that two of the driveways will be altered in
15 the larger lots to avoid congestion on the main road. Mr. Rowland also stated that this will be the
16 largest new subdivision development in Bountiful in 16 years. Councilman Higginson moved to
17 approve the subdivision and Councilman Knight seconded the motion. Voting was unanimous with
18 Councilpersons Harris, Higginson, Holbrook, and Knight voting “aye”, Councilman Pitt voted “nay”.
19

20 **APPROVAL OF CONSTRUCTION MANAGER/GENERAL CONTRACTOR (CMGC) FOR**
21 **BOUNTIFUL DOWNTOWN PLAZA & CITY HALL – MR. LLOYD CHENEY**

22 Mr. Cheney stated that this item is to select the contractor/manager for the project. Seven
23 proposals were received and the committee was nearly unanimous in their decision. The fees were
24 separated from the bid to be as economical as possible. Councilwoman Harris made a motion to
25 postpone the Council’s vote tonight, Councilman Pitt seconded the motion. Councilmembers Harris,
26 Higginson and Pitt voted “aye” to a vote to postpone, Councilmembers Holbrook and Knight voted
27 “nay” to the vote. The motion passed with a 3-2 vote to postpone the contractor decision. Mr. Gary
28 Hill asked the Council what direction they wished to take from here, how to direct the architects in
29 their designing and how to communicate with the public at this point. Councilman Knight asked
30 what the time frame is for a new proposal. He expressed that there was no need to wait, the matrix
31 was already made and the project should go forward. Councilman Higginson requested to see a
32 design/footprint for the plaza and what the impacts on RDA funding would be. Councilwoman
33 Holbrook asked why postpone until the next meeting and asked fellow council members what exactly
34 they are looking for. Councilman Higginson responded that he is concerned about overcrowding that
35 area and how everything will fit on that parcel of land. Councilman Knight stated that he is the chair
36 of the Taxing Entity Tech committee and it would not have passed if there was not a plan that was
37 understood by all taxing entities. Council and staff continued to discuss what concerns there are and
38 at what date they should meet. Councilwoman Holbrook stated that vendors are going to look at
39 Bountiful and if we deviate from our plans, they will take a hard look at if they want their business
40 involved and it could have a negative impact on our municipality. The City Council and staff agreed
41 to hold an additional meeting before the next regular session which would include the architect and a
42 further explanation of the RDA funding. Mayor Lewis asked if the closed session to follow is still
43 necessary, to which Mr. Hill responded yes, to discuss other items. Councilman Higginson made a
44 motion to adjourn to a closed session to discuss the acquisition or sale of real property, pending
45 litigation and/or to discuss the character and/or competency of an individual(s) (Utah Code §52-4-
46 205.), Councilwoman Holbrook seconded the motion. Voting was unanimous with Councilpersons

1 Harris, Higginson, Holbrook, Knight and Pitt each voting “aye”. The regular session of City Council
2 was closed at 8:40 p.m.

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5 *Attendees in Closed Session:*

6 *Mayor Randy Lewis*

7 *Councilmembers: Harris, Holbrook, Higginson, Knight and Pitt*

8 *City Planner – Chad Wilkinson*

9 *City Engineer – Paul Rowland*

10 *City Manager – Gary Hill*

11 *City Attorney – Clint Drake*

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Mayor Pro Tem John Pitt



City Recorder