

BOUNTIFUL CITY COUNCIL MEETING

TUESDAY, September 26, 2017

Work Session – 6:00 p.m.

Regular Session - 7:00 p.m.

NOTICE IS HEREBY GIVEN that the City Council of Bountiful, Utah will hold its regular Council meeting at City Hall, 790 South 100 East, Bountiful, Utah, at the time and on the date given above. The public is invited to all meetings. Deliberations will occur in the meetings. Persons who are disabled as defined by the Americans With Disabilities Act may request an accommodation by contacting the Bountiful City Manager at 801.298.6140. Notification at least 24 hours prior to the meeting would be appreciated.

If you are not on the agenda, the Council will not be able to discuss your item of business until another meeting. For most items it is desirable for the Council to be informed of background information prior to consideration at a Council meeting. If you wish to have an item placed on the agenda, contact the Bountiful City Manager at 801.298.6140.

AGENDA

6:00 p.m. – Work Session

1. Golf Course financial analysis report – Mr. Brock Hill p. 3

7:00 p.m. – Regular Session

1. Welcome, Pledge of Allegiance and Thought/Prayer
2. Public Comment - If you wish to make a comment to the Council, please use the podium and clearly state your name and address, keeping your comments to a maximum of 2 minutes. Public comment is limited to no more than ten minutes per meeting. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives.
3. Approve minutes of previous meeting – September 12, 2017 p. 43
4. Council Reports
5. Consider approval of weekly expenditures > \$1,000 paid September 11 & 18, 2017 p. 51
6. Consider approval of the bid from Klute for the structural steel for the 138 Substation in the amount of \$140,309 – Mr. Allen Johnson p. 55
7. Consider approval of the bid from SEECO for group operated air break switches in the amount of \$94,050 – Mr. Allen Johnson p. 57
8. Consider approval of the bid from Riter Engineering for six GE 138 kV voltage transformers and the bid from Codale Electric for eight ABB 46 kV voltage transformers in the total amount of \$49,368. – Mr. Allen Johnson p. 59
9. Consider approval of additional costs for ECI engineering services for the 138 Substation in the not-to-exceed amount of 485,000 – Mr. Allen Johnson p. 61
10. Consider approval of Precision Concrete Cutting’s proposal for trip hazard elimination in the amount of \$25.45 per inch-foot – Mr. Paul Rowland p. 63
11. Adjourn to closed session to discuss the acquisition or sale of real property, pending litigation and/or to discuss the character and/or competency of an individual(s) (Utah Code §52-4-205).


City Recorder

City Council Staff Report

Subject: Consultant – Golf Course

Author: Brock Hill

Department: Parks

Date: 26 September 2017



Background

Bountiful Ridge Golf Course has been listed and ranked as one of the best courses in Davis County and Northern Utah. Using conservative approaches to maintenance, expansion, and capital improvement the golf course has been able to operate within the budgets developed using only collected fees from the patrons of Bountiful Ridge. Bountiful Ridge operates as an enterprise fund and using this conservative management approach, the Course has been able to improve and grow the golf course without receiving operating funds from the City's general fund. To ensure the continued financial viability and operation of the golf course, the City hired the services of a third party industry consultant Lewis Young Robertson & Burningham. The goal and intent was to have them evaluate and scrutinize the Course's operations. The findings of that 4 month process are presented for consideration by the Council.

Analysis

We are finding in the golf industry as a whole, state and nationwide, a decline in the number of players participating in golf. Bountiful Ridge has experienced a nearly 4% annual decrease in rounds for a few years now. The impact of fewer players has, and is affecting Bountiful Ridge Golf Course. It is necessary to take a conscientious look into our operations, both in the clubhouse and on the golf course. In order for staff to take a pro-active approach to operations and maintenance, keeping current players and attracting a difficult generation of new players, and financial viability, changes will be needed.

Attached is the full report and analysis for the research done by Lewis Young Robertson & Burningham.

Department Review

The review was completed by the Parks and Golf Departments

Significant Impacts

Recommendation

See analysis and report submitted by Lewis Young Robertson & Burningham

Attachments

Comprehensive Report by Lewis Young & Burningham

Work Session Document

BOUNTIFUL RIDGE GOLF COURSE ANALYSIS

BOUNTIFUL, UTAH

LEWIS YOUNG ROBERTSON & BURNINGHAM, INC.

SEPTEMBER 2017



OBJECTIVE OF FINANCIAL & MARKET ANALYSIS

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- ❑ **Ensure the Bountiful Ridge Golf Course is Financially Viable and Sustainable**

KEY FACTORS

- Golf Rounds
- Rates & Charges
- Cash Flow (O&M, Capital Expenses)



HISTORIC ROUNDS



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Historic Traditional/Non-Traditional Golf Rounds

	2012	2013	2014	2015	2016	AAGR
Weather Rating	2.5	2.1	2.2	2.1	2.0	
Total Traditional Paid Rounds ¹	58,128	50,756	54,551	50,708	48,476	-4.44%
Total Non-Traditional Paid Rounds	16,399	15,313	13,495	13,147	10,585	-10.37%
Grand Total	74,527	66,069	68,046	63,855	59,061	-5.65%

¹Total 9-hole round equivalent

- Regular Rounds 
- Senior Rounds 

- Traditional Decline -4.44%
- Non-Traditional Decline -10.37%
- Overall Decline -5.65%



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HISTORIC REVENUE

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Historic Revenue	Cart Rate Increase		Green Fee Rate Increase			AAGR
	2012	2013	2014	2015	2016	
Weather Rating	2.5	2.1	2.2	2.1	2.0	
Admissions & Green Fees	848,541	858,291	850,005	842,400	802,203	-1.39%
Prebook Admin Charges	10,214	12,195	10,513	10,119	9,849	-0.90%
Rent Of Golf Carts	357,461	357,088	361,494	344,080	321,626	-2.61%
Pro Shop	6,495	5,317	4,908	6,008	6,602	0.41%
Lease Of Restaurant	25,000	28,477	27,230	28,798	29,291	4.04%
Pro Shop Sales	204,198	212,311	213,873	215,442	211,153	0.84%
Total Operating Revenue	1,451,909	1,473,679	1,468,022	1,446,847	1,380,724	-1.25% ¹

¹Since 2009, the total AAGR for revenue was .38%

- Green Fee, Admin, Golf Carts
- Pro Shop, Restaurant



HISTORIC EXPENDITURES



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Historic Expenditures, CIP & Depreciation

	2012	2013	2014	2015	2016	AAGR
Weather Rating	2.5	2.1	2.2	2.1	2.0	
Total Operating Expense	(1,199,880)	(1,213,282)	(1,403,279)	(1,301,263)	(1,260,777)	1.25% ¹
Depreciation						
Total Depreciation	(184,288)	(184,197)	(174,293)	(176,958)	(178,917)	-0.74%
Capital Improvement Plan						
Buildings	-	-	-	-	-	
Improv Other Than Bldgs	-	-	-	-	(54,812)	
Machinery & Equipment	-	-	-	-	-	
Off Furniture & Equipment	-	-	-	-	(60,948)	

¹Since 2009, the total AAGR for expenditures was 1.76%

Historic CIP

- 2009: (\$295,110); 2010: (\$104,134); 2011: (\$113,563)

COMPARISON COURSES

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Comparison Weekday and Weekend

	9-Hole	18-Hole	9-Hole	18-Hole	Senior 9-Hole	Senior 18-Hole	Cart
Bountiful	\$15	\$30	\$15	\$30	\$7	\$14	\$14
Bonneville	\$19	\$38	\$19	\$38	\$7	\$14	\$14
Davis Park	\$16	\$32	\$20	\$32	\$7	\$14	\$14
Valley View	\$16	\$32	\$25	\$32	\$7	\$14	\$14
Eaglewood	\$14	\$28	\$14	\$28	\$7	\$14	\$14

Losing \$1 per 9-hole,
\$2 per 18-hole

Losing \$5-\$10 per 9-hole for Weekend Premium

	Senior 9-Hole	Senior 18-Hole	Junior 9-Hole	Junior 18-Hole	Senior 9-Hole Cart	Senior 18-Hole Cart
Bountiful	\$13	\$26	\$9.00	\$18	\$6	\$14
Bonneville	\$16	\$32	\$8.00	\$16	\$7	\$14
Davis Park	\$13	\$26	\$9.50	\$19	\$7	\$14
Valley View	\$13	\$26	\$9.50	\$19	\$7	\$14
Eaglewood	\$11	\$22	\$8.00	\$16	\$7	\$14

Losing \$1-\$2 for Senior Cart Discount

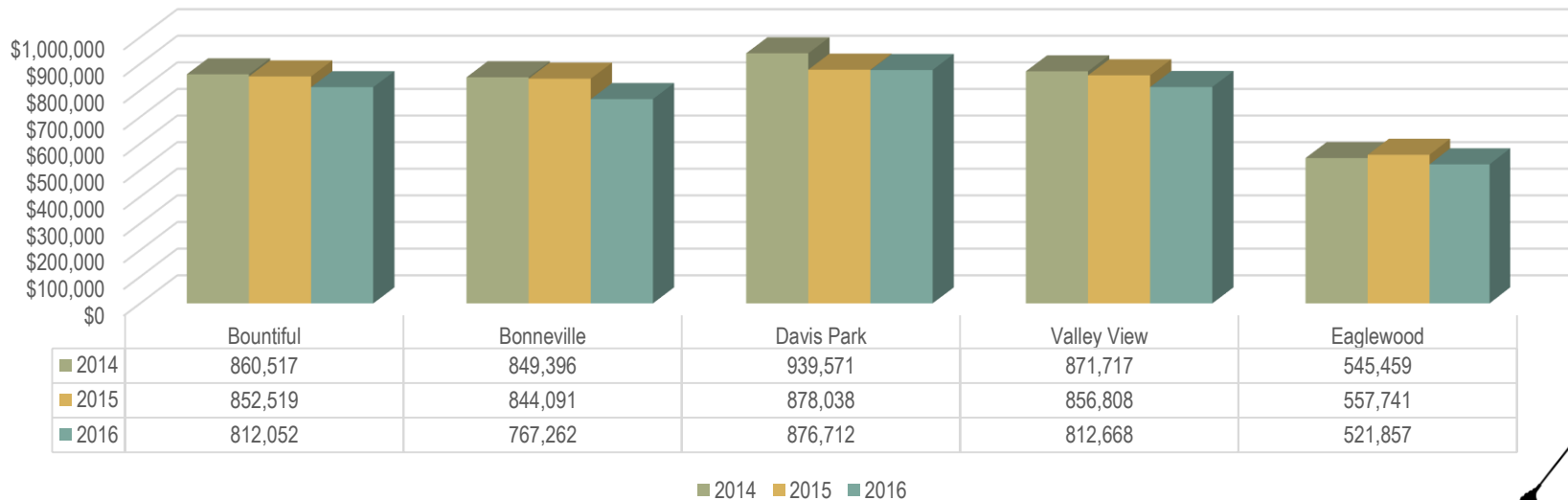


COMPARISON COURSES

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Green Fee Revenues



- ❑ Eaglewood: \$500,000 Transfer from General Fund Annually
- ❑ Valley View: \$1.9M County Transfer in 2016

COMPARISON COURSES



Comparison Courses

	Driving Range	Men's Association	Women's Association	Tournaments	9-Hole Rounds	Banquet Hall Seating
Bountiful	No	250	30	26	65,000	80 ¹
Bonneville	Yes	170	80	15	Unavailable	100 ²
Davis Park	Yes	400	150	24	75,000	120 ³
Valley View	Yes	325	15	50	72,000	150 ⁴
Eaglewood	Yes	100	N/A	60	55,000	150 ⁵

¹Outdoor pavilion seats 180, infrequent rental for non-golf events

²Does not accommodate non-golf events

³Utilized 6-8 times per year for non-golf events

⁴Utilized 20-30 times a year for non-golf events

⁵Utilized 30-40 times a year for non-golf events



FINANCIAL MODELING



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- Scenario 1:** Aggressive Green Fee & Cart Fee Increase (\$2.00)
- Scenario 1A:** Moderate Green Fee & Cart Fee Increase (\$1.00)
- Scenario 2:** Rounds & Standard Rate Increase
- Scenario 3:** Bonding & Standard Rate Increase

FINANCIAL MODELING

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□ Scenario 1: Aggressive Green Fee & Cart Fee Increase

- \$2.00 Green Fee and Cart Fee Increase in 2018, 2021, 2024 and 2027
- Expenditure Growth at 1.75% Annually
- 0% Growth in Golf Rounds and Revenue
- CIP \$3,715,000 (\$2.7M for irrigation system in 2028)

- Net Operating Position: \$279,312



FINANCIAL MODELING



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□ Scenario 1A: Moderate Green Fee & Cart Fee Increase

- \$1 Green Fee and Cart Fee Increase in 2018, 2021, 2024 and 2027
- Expenditure Growth at 1.75% Annually
- 0% Growth in Golf Rounds and Revenue
- CIP \$3,715,000 (\$2.7M for irrigation system in 2028)

- Net Operating Position: (\$1,312,452)



FINANCIAL MODELING



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□ Scenario 2: Rounds & Standard Rate Increase

- \$1.00 Green Fee and Cart Fee Increase in 2018, 2023 and 2027
- Expenditure Growth at 1.75% Annually
- 2% Growth in Golf Rounds and Revenue
- CIP \$3,715,000 (\$2.7M for irrigation system in 2028)

- Net Operating Position: \$284,840



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FINANCIAL MODELING

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□ Scenario 3: Bonding & Standard Rate Increase

- \$1 Green Fee and Cart Fee Increase in 2018, 2023 and 2027
- Expenditure Growth at 1.75% Annually
- 0% Growth in Golf Rounds and Revenue
- CIP \$3,715,000 (\$2.7M for irrigation system in 2028)
- \$2.7M Bond Issued in 2028 (10-Year, Coupon 4%)

- Net Operating Position: \$588,934



RECOMMENDATIONS

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□ STRATEGIC MARKETING APPROACH

FOUNDATIONAL CONCEPTS FOR THE STRATEGY

- Create Budget Line Item for Marketing of Golf Course (\$15,000-\$20,000)
- Market Demand
 - Data Mining: POS System: Email, Zip Code, Age Range, “How did you hear about us?”, Junior/Senior, etc.
 - Penalties for No Shows (Requires Peer Participation)
 - Tee Time Analysis
 - ❖ Where are the gaps?
 - ❖ Junior/Senior Play



RECOMMENDATIONS



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□ STRATEGIC MARKETING APPROACH

FOUNDATIONAL CONCEPTS FOR THE STRATEGY

- Target Marketing
 - Membership in the Salt Lake City Chamber of Commerce (Tournaments)
 - Affiliation with Tourism Related Businesses: Hotels, Restaurants, Trade Magazines & Businesses (Out of Town Guests)
 - Maintain Junior Association Strength (Clubs for Kids, summer clinics, etc., Ensure Financial Sustainability)
 - Bountiful Ridge Day Version 2.0
 - Top Golf Type Play in Lesson Area



RECOMMENDATIONS

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STRATEGIC MARKETING APPROACH CONTINUED

- Target Marketing
 - Millennials
 - ❖ Facebook Promotions
 - ❖ Instagram Incentives
 - ❖ Selfie Station on the Green
 - ❖ Clinics Followed by 3-Hole Scramble
 - ❖ Non-Traditional Events
 - ❖ Bring a Friend Evening Event
 - ❖ Student Discount
 - ❖ Connect with University PE Courses



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RECOMMENDATIONS

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☐ RATE DESIGN & ROUND GROWTH OPPORTUNITIES

- Evaluate Senior/Junior Rates Based on Tee Time Analysis
- Possible Design Changes Could Include:
 - Senior Cart Rate (Market Survey Suggests This is Not Necessary)
 - Adjust Senior/Junior Discount Rate and When it is Offered (Open Afternoons on Weekends)
 - Weekend Rates (Implement Increase During Peak Weekend Hours)
 - Tournament Pricing (Remain Competitive in Market)
 - Young Adult Rate (18-25; \$13, \$26 at Bonneville)
 - Evening 3-Hole Round Option (Clinics Followed by Play)
 - Twilight Rates





QUESTIONS



BOUNTIFUL RIDGE GOLF COURSE ANALYSIS BOUNTIFUL, UTAH

SEPTEMBER 2017
LEWIS YOUNG ROBERTSON & BURNINGHAM, INC.



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DRAFT

SECTION I: EXECUTIVE SUMMARY

LYRB was retained by Bountiful City (“the City”) to complete a financial and market analysis for the BOUNTIFUL RIDGE GOLF COURSE (“the Course”). The purpose of the study is to assist the City in ensuring the Course is financially viable and sustainable. The key factors related to achieving this goal are, 1) maintaining and growing golf rounds, 2) charging competitive, sustainable rates and 3) ensuring positive cash flow to fund capital improvement projects (“CIP”) in the near- and long-term. In addition to the above factors, the study addresses rate design and growth opportunities, as well as core components of a strategic marketing approach.

HISTORIC GOLF ROUNDS

Since 2012, the Bountiful Ridge Golf Course has experienced a decrease in traditional golf rounds as measured by 9-hole equivalent rounds. The total 9-hole equivalent rounds has fallen over 9,000 rounds from 59,128 in 2012 to 48,476 in 2016. The average annual growth rate (“AAGR”) for 9-holes was negative 8.65 percent and negative 7.05 percent for 18-hole rounds. In contrast, the number of senior 9-hole rounds grew at an AAGR of 25.68 percent, with 18-hole rounds up 7.12 percent. In 2014, the senior rate changed from being available only after 11:00 a.m. weekdays to anytime weekdays which contributed to the increase in senior rounds. The non-traditional rounds have followed a declining trajectory over the last five years. Junior punch pass rounds have declined at an AAGR of negative 22.34 percent while regular punch passes have declined at an AAGR of negative 10.66 percent.

HISTORIC REVENUE & EXPENSE

The Course’s revenues declined by 5 percent from 2012 to 2016. During this same period, a \$1.00 green fee increase was implemented in 2015 and a \$1.00 golf cart rental rate increase was implemented in 2013, which causes greater concern for the level of revenue decline since 2012. Golf Cart rentals experienced an AAGR of negative 2.61 percent and green fees and admissions declined at an AAGR of negative 1.39 percent. Despite these declines, the Course has experienced positive growth in revenues from the restaurant lease, pro shop sales and rentals as shown in **Table 1.1**.

TABLE 1.1: HISTORIC REVENUE

	2012	2013	2014	2015	2016	AAGR
Admissions & Green Fees	848,541	858,291	850,005	842,400	802,203	-1.39%
Prebook Admin Charges	10,214	12,195	10,513	10,119	9,849	-0.90%
Rent Of Golf Carts	357,461	357,088	361,494	344,080	321,626	-2.61%
Pro Shop	6,495	5,317	4,908	6,008	6,602	0.41%
Lease Of Restaurant	25,000	28,477	27,230	28,798	29,291	4.04%
Pro Shop Sales	204,198	212,311	213,873	215,442	211,153	0.84%
Total Operating Revenue	1,451,909	1,473,679	1,468,022	1,446,847	1,380,724	-1.25%

The Course expenses have grown at an AAGR of 1.25 percent from 2012 to 2016 in contrast to the revenues falling at an AAGR of negative 1.25 percent for the same time period as shown in **Table 1.2**.¹ Depreciation has been accounted for at a consistent rate and capital projects in the capital improvement plan (“CIP”) have been minimal over the last five years, which also causes some concern as it demonstrates a lack of repair, replacement and capital management of the Course. However, CIP was funded at \$295,110 in 2009, \$104,134 in 2010 and \$113,563 in 2011, which is an indication that prior to 2012 the Course was managing to fund capital replacement and repair.

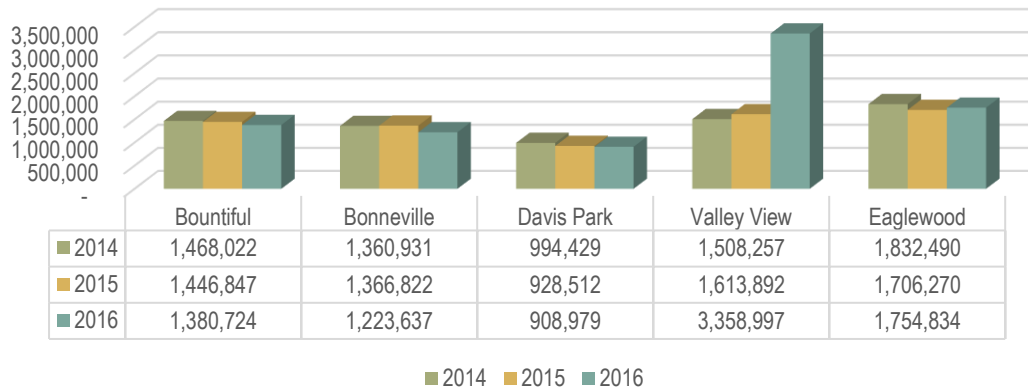
TABLE 1.2: HISTORIC OPERATING EXPENSES

	2012	2013	2014	2015	2016	AAGR
Operating Expense	(1,199,880)	(1,213,282)	(1,403,279)	(1,301,263)	(1,260,777)	1.25%
Depreciation	(184,288)	(184,197)	(174,293)	(176,958)	(178,917)	-0.74%
Capital Projects	-	-	-	-	(115,760)	

Comparison course revenues demonstrate a universal downward trend. In 2016, Valley View received a County transfer of \$1.9 million which accounts for its disproportionately high revenue in 2016, as shown in Illustration 1.1. Eaglewood’s revenue includes a yearly transfer of approximately \$500,000 from the general fund.

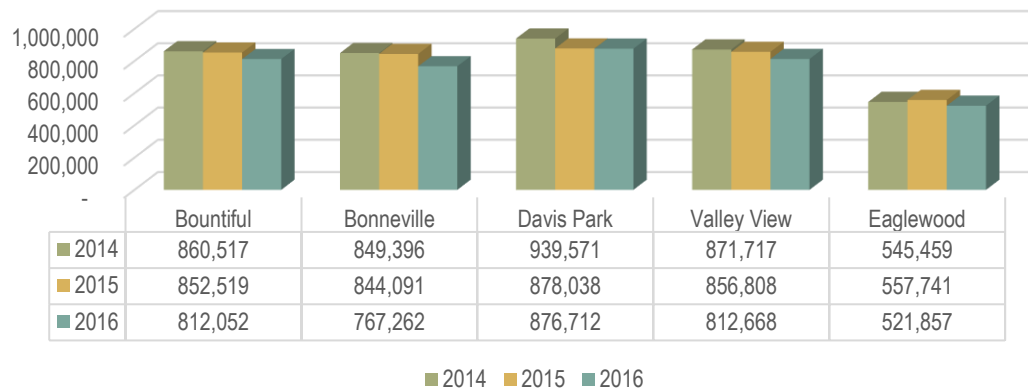
¹ The AAGR for expenses from 2009 to 2016 was 1.76 percent.

ILLUSTRATION 1.1: COMPARISON COURSE TOTAL REVENUE



A comparison of green fees shows a slight variation in revenues with Davis Park capturing the highest total in 2016 of \$876,712, while Eaglewood is capturing only \$521,857. Bountiful Ridge's green fee revenue of \$812,052 is comparable to Valley View at \$812,668.

ILLUSTRATION 1.2: COMPARISON COURSE GREEN FEE REVENUE



FINANCIAL MODELING AND SENSITIVITY ANALYSIS

This analysis considers four scenarios to ensure capital needs are addressed through 2028, including a one-time expense for a new irrigation system. The following scenarios are considered:

- ☞ Scenario 1: Aggressive green fee and cart fee increases;
- ☞ Scenario 1A: Moderate green fee and cart fee increases;
- ☞ Scenario 2: Rounds and standard rate increases; and,
- ☞ Scenario 3: Bonding and standard rate increases.

TABLE 1.3: SCENARIO SUMMARY

	Scenario 1: Aggressive green fee and cart fee increases	Scenario 1A: Moderate green fee and cart fee increases	Scenario 2: Rounds and standard rate increases	Scenario 3: Bonding and standard rate increases
Green Fee Increase	\$2 increase in 2018, 2021, 2024 and 2027	\$1 increase in 2018, 2021, 2024 and 2027	\$1 increase in 2018, 2023 and 2027	\$1 increase in 2018, 2023 and 2027
Expenditure Growth	1.75%	1.75%	1.75%	1.75%
Other Revenue Growth	0%	0%	2%	0%

	Scenario 1: Aggressive green fee and cart fee increases	Scenario 1A: Moderate green fee and cart fee increases	Scenario 2: Rounds and standard rate increases	Scenario 3: Bonding and standard rate increases
Golf Rounds Growth	0%	0%	2%	0%
CIP	\$3,715,000 (\$2.7M in 2028)	\$3,715,000 (\$2.7M in 2028)	\$3,715,000 (\$2.7M in 2028)	\$3,715,000 (\$2.7M in 2028)
Bond	-	-	-	\$2.7M bond issued in 2028 (10-year, 4% coupon)
Net Operating Position in 2028	\$279,312	(\$1,312,452)	\$284,840	\$588,934

STRATEGIC MARKETING APPROACH

The Bountiful Ridge Course is a top performing municipal golf course despite the overall downward trends in golf nationally and regionally. In order to address these national and local declines, LYRB recommends the Course formalize a strategic marketing approach. The foundational concepts for the strategy include: 1) creating a budget line item for marketing, 2) analyzing market demand and 3) implementing target marketing.

CREATE A BUDGET LINE ITEM FOR MARKETING

- Dedicate \$15,000- \$20,000 annually to market the Bountiful Ridge Golf Course

ANALYZE MARKET DEMAND

- ForeUP Data Mining
- Institute No Show Penalties for Unused Tee Times
- Tee Time Analysis

IMPLEMENT TARGET MARKETING

- Salt Lake City Chamber of Commerce membership
- Affiliation with tourism related businesses: hotels, restaurants, trade magazines & businesses (Salt Lake City and south Davis County regions)
- Bountiful Ridge Day Version 2.0
- Top Golf type play in lesson area
- Junior Association focus
- Millennial Marketing
 - Facebook and Instagram
 - Clinics followed by a 3-hole scramble
 - Non-traditional events
 - Student discounts
- Rate Design and Round Growth Opportunities
 - Senior cart rate increase
 - Adjustments to junior and senior rate availability
 - Young adult rates
 - Tournament pricing
 - Twilight rates
 - 3-hole rate

SECTION II: HISTORIC GOLF ROUNDS & TRENDS

Utah is home to 132 golf courses with a direct golf economy impact of \$400 million as of the 2012 Economic and Environmental Impact Report. In addition, direct, indirect and induced economic impacts totaled \$805.6 million in 2012.² The landscape of golf has remained fairly flat over the last decade as reported by the National Golf Foundation (“NGF”). In addition to tracking “green-grass golf participation” or traditional golf rounds, the NGF is also considering off-course participation including driving range activity and golf simulator use.³ Nationally, the number of off-course golf participants grew to over 20 million, with 8.3 million participants never having played on a golf course. The total number of beginner and committed golfers was also reported to have grown, while junior golfers have remained steady. According to the NGF, the average golfer is 43 years old and plays 20 rounds a year.

HISTORIC ROUNDS

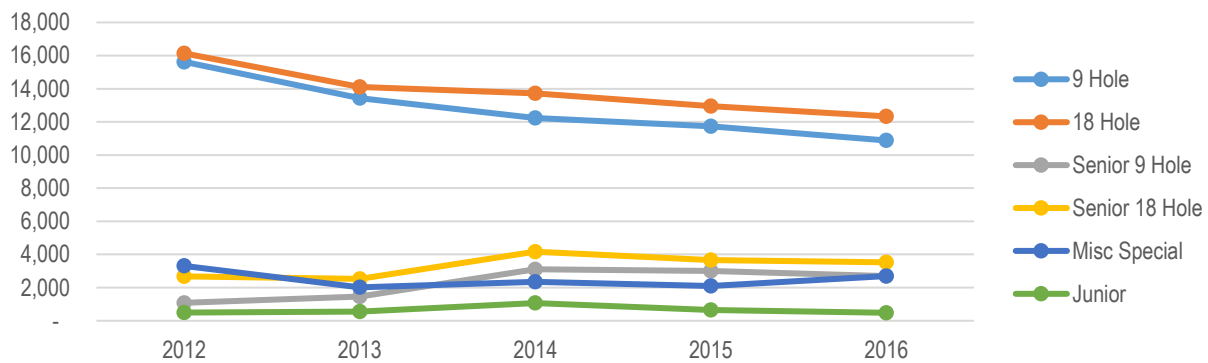
TRADITIONAL ROUNDS

Since 2012, the Bountiful Ridge Golf Course (“Course”) has experienced a decrease in traditional golf rounds. These rounds include regular 9- and 18-hole rounds, 9- and 18-hole senior rounds, miscellaneous special rounds, and junior rounds. The total 9-hole equivalent rounds has fallen over 9,000 rounds from 59,128 in 2012 to 48,476 in 2016. The average annual growth rate (“AAGR”) for 9-holes was negative 8.65 percent and negative 7.05 percent for 18-hole rounds as shown in **Table 2.1**. In contrast, the number of senior 9-hole rounds grew at an AAGR of 25.68 percent, with 18-hole rounds at 7.12 percent. In 2014, the senior rate changed from being available only after 11:00 a.m. weekdays to anytime weekdays which contributed to the increase in senior rounds.

TABLE 2.1: HISTORIC TRADITIONAL GOLF ROUNDS

	2012	2013	2014	2015	2016	AAGR
Weather Rating	2.5	2.1	2.2	2.1	2.0	
9-Hole	15,622	13,437	12,243	11,728	10,878	-8.65%
18-Hole	16,134	14,112	13,719	12,954	12,334	-6.49%
Senior 9-Hole	1,083	1,468	3,107	3,005	2,702	25.68%
Senior 18-Hole	2,677	2,528	4,170	3,660	3,525	7.12%
Misc Special	3,310	2,016	2,357	2,099	2,695	-5.01%
Junior	491	556	1,067	648	483	-0.41%
Total Paid Rounds ⁴	58,128	50,756	54,551	50,708	48,476	-4.44%

ILLUSTRATION 2.1: HISTORIC 9-HOLE ROUNDS



NON-TRADITIONAL ROUNDS

Non-traditional rounds include regular and junior punch pass cards that allow users to purchase 20, 9-hole rounds at a discounted rate, tournament rounds and gift certificates. The non-traditional rounds have followed a declining trajectory over the last five years. As shown in **Table 2.2**, junior punch pass rounds have declined at an AAGR of negative 22.34 percent while regular punch passes have declined at an AAGR of negative 10.66 percent.

² The Utah Golf Economy: Economic and Environmental Impact Report (2012)

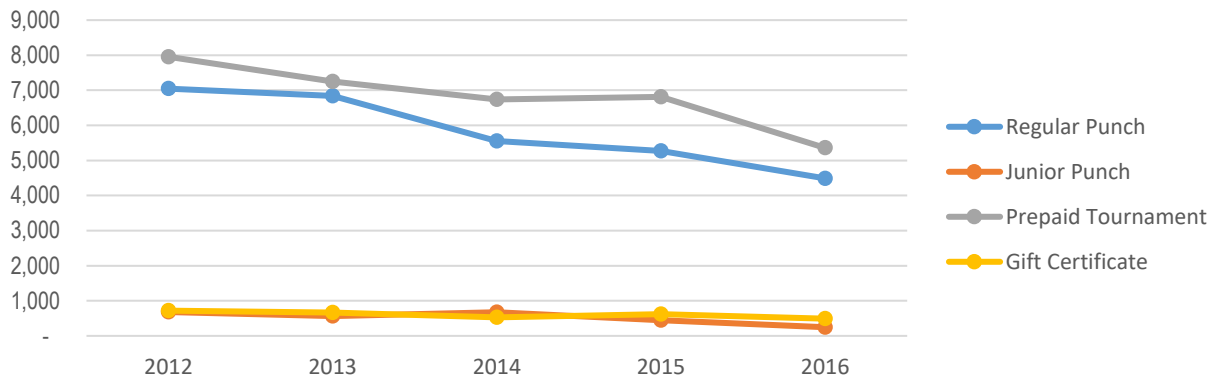
³ GolfDigest.com “The NGF’s annual golf participation report uncovers favorable trends for the game’s future.” April 22, 2017.

⁴ The total rounds are calculated as 9-hole equivalents. Thus, 18-hole rounds are multiplied by two in the Total Paid Rounds figure.

TABLE 2.2: HISTORIC NON-TRADITIONAL GOLF ROUNDS

	2012	2013	2014	2015	2016	AAGR
Weather Rating	2.5	2.1	2.2	2.1	2.0	
Regular Punch	7,047	6,839	5,555	5,272	4,489	-10.66%
Junior Punch	679	561	678	444	247	-22.34%
Prepaid Tournament	7,954	7,246	6,736	6,812	5,358	-9.40%
Total Prepaid	719	667	526	619	491	-9.09%

ILLUSTRATION 2.2: HISTORIC NON-TRADITIONAL GOLF ROUNDS



In addition to the traditional and non-traditional golf rounds, the Course also tracks non-paid rounds for the Professional Golf Association, City personnel, specialty complementary rounds, etc. The total non-paid rounds in 2016 was 4,909 which is a five percent decrease from 4,320 in 2012. In 2015 and 2016, the Course exchanged green fees as payment for the ForeUP point of sales system. Approximately 3,000 rounds were exchanged to pay for services in 2015 and 2016. As of 2017, the Course has opted to pay for the ForeUP service rather than exchanging green fees.

WEATHER RATING

The Course assigns a weather rating each day on a scale of zero to five, zero representing non-playable conditions. The highest cumulative weather rating was 2.5 in 2012, which was also the year with the highest number of rounds. While the weather rating affects the total yearly rounds, the Course experienced a decline from 2012 to 2013 and from 2014 to 2015 despite both 2013 and 2015 experiencing a weather rating of 2.1.

GOLF CART RENTAL

The Course calculates the total number of carts rented by dividing net sales by the rental rate. Based on this methodology, the total number of rental carts has decreased at an AAGR of negative 3.5 percent from 2012 to 2016. However, senior 9-hole rentals have increased at an AAGR of 24.6 percent since 2016 and 18-hole carts have increased at an AAGR of 10 percent as shown in **Table 2.3**. The increase in senior rentals is attributed to the increase in senior rounds while the decrease among regular carts follows the declining regular round trend.

TABLE 2.3: HISTORIC GOLF CART RENTALS

	2012	2013	2014	2015	2016	AAGR
9 Hole Cart	11,447	11,522	9,642	9,564	8,876	-6.16%
18 Hole Cart	12,839	12,929	12,112	11,617	11,083	-3.61%
Senior 9 Hole Cart	954	1,120	2,756	2,765	2,299	24.59%
Senior 18 Hole Cart	2,360	2,372	4,170	3,572	3,468	10.10%
Misc Special Cart	5,532	3,895	3,710	3,572	3,491	-10.87%
Prepaid Cart	3,521	3,584	3,177	3,245	2,663	-6.75%
Gift Cert Cart	507	519	513	370	352	-8.72%
Total	37,161	35,941	36,080	34,704	32,231	-3.50%

SECTION III: REVENUE & EXPENSE

REVENUES

The Course's revenues declined by 5 percent from 2012 to 2016. During this same period, a \$1.00 green fee increase was implemented in 2015 and a \$1.00 golf cart rental rate increase was implemented in 2013. Golf cart rentals experienced an AAGR of negative 2.61 percent and green fees and admissions declined at an AAGR of negative 1.39 percent. Despite these declines, the Course has experienced positive growth in the revenues from the restaurant lease, pro shop sales and rentals. The revenue decline is somewhat concerning considering the rate increases that were implemented in 2013 and 2015, which signals that there is a more dramatic decline in demand than the 5 percent.

The Course has secured a restaurant lease contract which includes a standard lease rate of \$25,000 plus 20 percent of gross sales above a negotiated threshold which positively impacts the Course's operating revenue.

TABLE 3.1: HISTORIC REVENUE

	2012	2013	2014	2015	2016	AAGR
Admissions & Green Fees	848,541	858,291	850,005	842,400	802,203	-1.39%
Prebook Admin Charges	10,214	12,195	10,513	10,119	9,849	-0.90%
Rent Of Golf Carts	357,461	357,088	361,494	344,080	321,626	-2.61%
Pro Shop	6,495	5,317	4,908	6,008	6,602	0.41%
Lease Of Restaurant	25,000	28,477	27,230	28,798	29,291	4.04%
Pro Shop Sales	204,198	212,311	213,873	215,442	211,153	0.84%
Total Operating Revenue	1,451,909	1,473,679	1,468,022	1,446,847	1,380,724	-1.25%

The Course green fees include individual rates for regular 9- and 18-hole, senior 9- and 18-hole and junior 9- and 18-hole rounds, as well as punch pass booklets are shown in **Table 3.2**.

TABLE 3.2: 2017 BOUNTIFUL RIDGE GREEN FEES

Regular (all day)	9 holes	\$15.00	
Regular (all day)	18 holes	\$30.00	
Senior Citizen (55 years or older)	9 holes	\$13.00	Rate available on weekdays only
Senior Citizen (55 years or older)	18 holes	\$26.00	Rate available on weekdays only
Junior (17 years and younger)	9 holes	\$9.00	Rate available on weekdays only
Junior (17 years and younger)	18 holes	\$18.00	Rate available on weekdays only
Voucher Book (Punch ticket)	20, 9 hole rounds	\$250.00	
Junior Book - Under 18 years old	20, 9 hole rounds	\$150.00	

Green fees are the primary revenue source for the Course. Amongst the traditional and non-traditional green fees, regular 18-hole green fees represent the largest percent of total green fee revenue. In 2016, 18-hole green fees accounted for 44 percent of the total net revenue, followed by regular 9-hole accounting for 19 percent and senior 9-hole accounting for 11 percent. Prepaid tournament fees also account for 10 percent of the green fee revenue as shown in **Table 3.3**. As mentioned previously, in 2014, senior rates became available all day during the week. This change resulted in a shift in revenue distribution from regular 9- and 18-hole rounds to senior 9- and 18-holes. However, due to declines in regular 9- and 18-hole revenue, the total revenue has not increased.

TABLE 3.3: GREEN FEES AS A PERCENT OF TOTAL⁵

	2012	2013	2014	2015	2016
9 Hole	22%	21%	19%	19%	19%
18 Hole	45%	45%	42%	43%	44%
Senior 9 Hole	1%	2%	4%	4%	4%
Senior 18 Hole	6%	7%	11%	11%	11%
Misc Special	4%	3%	3%	3%	4%

⁵ Based on total net sales.

Junior	0%	1%	1%	1%	1%
Regular Punch	9%	8%	7%	6%	6%
Junior Punch	1%	1%	1%	0%	0%
Prepaid Tournament	11%	12%	11%	11%	10%
Gift Certificate	1%	1%	1%	1%	1%

Golf Cart rentals make up the second largest revenue source. The distribution of revenue mirrors the green fees closely with 44 percent attributed to 18-hole round cart rentals and 19 percent attributed to 9-hole cart rentals as shown in **Table 3.4**.

TABLE 3.4: GREEN FEES AS A PERCENT OF TOTAL⁶

	2012	2013	2014	2015	2016
9 Hole Cart	21%	21%	18%	18%	19%
18 Hole Cart	47%	48%	45%	45%	44%
Senior 9 Hole Cart	1%	2%	4%	5%	4%
Senior 18 Hole Cart	7%	8%	13%	12%	11%
Misc Special Cart	10%	7%	7%	7%	4%
Prepaid Cart	13%	13%	12%	13%	1%
Gift Cert Cart	1%	1%	1%	1%	6%

EXPENSES

The Course expenses have grown at an AAGR of 1.25 percent from 2012 to 2016 in contrast to the revenues falling at an AAGR of negative 1.25 percent for the same time period as shown in **Table 3.5**.⁷ Depreciation has been accounted for at a consistent rate and capital projects in the capital improvement plan (“CIP”) have been minimal over the last five years. However, CIP was funded at \$295,110 in 2009, \$104,134 in 2010 and \$113,563 in 2011.

TABLE 3.5: HISTORIC OPERATING EXPENSES

	2012	2013	2014	2015	2016	AAGR
Operating Expense	(1,199,880)	(1,213,282)	(1,403,279)	(1,301,263)	(1,260,777)	1.25%
Depreciation	(184,288)	(184,197)	(174,293)	(176,958)	(178,917)	-0.74%
Capital Projects	-	-	-	-	(115,760)	

CAPITAL IMPROVEMENT PLAN

The Course has established a 10-year CIP which includes \$1 million in improvements between 2018 and 2023. These improvements include a restaurant remodel, clubhouse expansion, maintenance shed remodel, as well as equipment and building maintenance as shown in **Table 3.6**. In addition, the Course anticipates expenses of \$2.7 million in the planning horizon beyond 2023, including a new irrigation system.

TABLE 3.6: CAPITAL IMPROVEMENT PLAN

Project Description	Budget Category	Cost	Year
Clubhouse Pro Shop expansion/remodel	Buildings	(150,000)	2019
Maintenance shed roof repair/remodel	Buildings	(50,000)	2020
Restaurant remodel	Buildings	(150,000)	2021
Parking Lot Overlay	Improvements Other Than Buildings	(40,000)	2018
New golf course irrigation system	Improvements Other Than Buildings	(2,700,000)	2028
New Pro Shop POS system	Office Furniture and Equipment	(20,000)	2023
Pro Core Aerators	Machinery & Equipment	(55,000)	2018
New Rough mower	Machinery & Equipment	(65,000)	2020
New Rough mower	Machinery & Equipment	(65,000)	2021
New Fairway mower	Machinery & Equipment	(65,000)	2022
New Tee mowers	Machinery & Equipment	(60,000)	2019
Future Golf Course equipment	Machinery & Equipment	(295,000)	2023
Total CIP		(3,715,000)	

⁶ Based on total net sales.

⁷ The AAGR for expenses from 2009 to 2016 was 1.76 percent.

SECTION IV: SWOT ANALYSIS

A SWOT Analysis is a strategic planning tool that allows the Course to examine the strengths, weaknesses, opportunities and threats that bolster or stifle the Course’s continued success. The SWOT Analysis includes insight from Course staff, golf professionals in the community, as well as avid golfers. The SWOT Analysis considers both internal and external factors that affect the Course, and highlights positive and negative conditions that affect Bountiful Ridge’s ability to remain a fiscally viable and sustainable course. **Table 4.1** outlines the basic questions addressed in the analysis.

TABLE 4.1: SWOT ANALYSIS DESIGN

	Positives	Negatives
Internal Factors	<p>Strengths What advantages does the Course have?</p>	<p>Weaknesses What factors dissuade players from playing at Bountiful Ridge?</p>
External Factors	<p>Opportunities What opportunities exist to increase golf rounds and Course sustainability?</p>	<p>Threats What obstacles does the Course face?</p>

The following section highlights several of the Course’s primary strengths, weaknesses, opportunities and threats. Each of these insights are important to consider, in order to maintain the success Bountiful Ridge currently enjoys.

STRENGTHS

Bountiful Ridge has a long standing reputation of being an excellent golf course with stunning mountain and valley views. This notoriety coupled with the strength of playability gives Bountiful Ridge a great advantage in the market. Based on the comparable courses, Bountiful Ridge has competitive, low green fees. The Course is also conveniently located just 20 minutes from the Salt Lake International Airport and downtown Salt Lake City. The Course also benefits from a strong Men’s League and a particularly strong Junior League. The Course has negotiated a favorable catering contract which has been a growing revenue line item. The ForeUP system and phone app are also strengths as they provide convenient access to schedule a tee time.

WEAKNESSES

Some factors that dissuade play and present a weakness for Bountiful Ridge are directly tied to the courses hillside location. Due to the Courses higher elevation, the playable days in the spring and fall are fewer than other nearby Davis and Salt Lake County courses that are situated in the valley. Likewise, the hills can be a deterrent to players who prefer a flatter course. Bountiful Ridge does not have a driving range for formal practice, nor does the Course have much capacity to add unique games modeled after the Top Golf approach, which is popular among millennials. The Course’s current clubhouse is not able to accommodate more than 80 individuals for tournament meals. While the outdoor pavilion provides an alternative, its proximity to the Course is not conducive for renting out the venue for non-golf activities.

OPPORTUNITIES

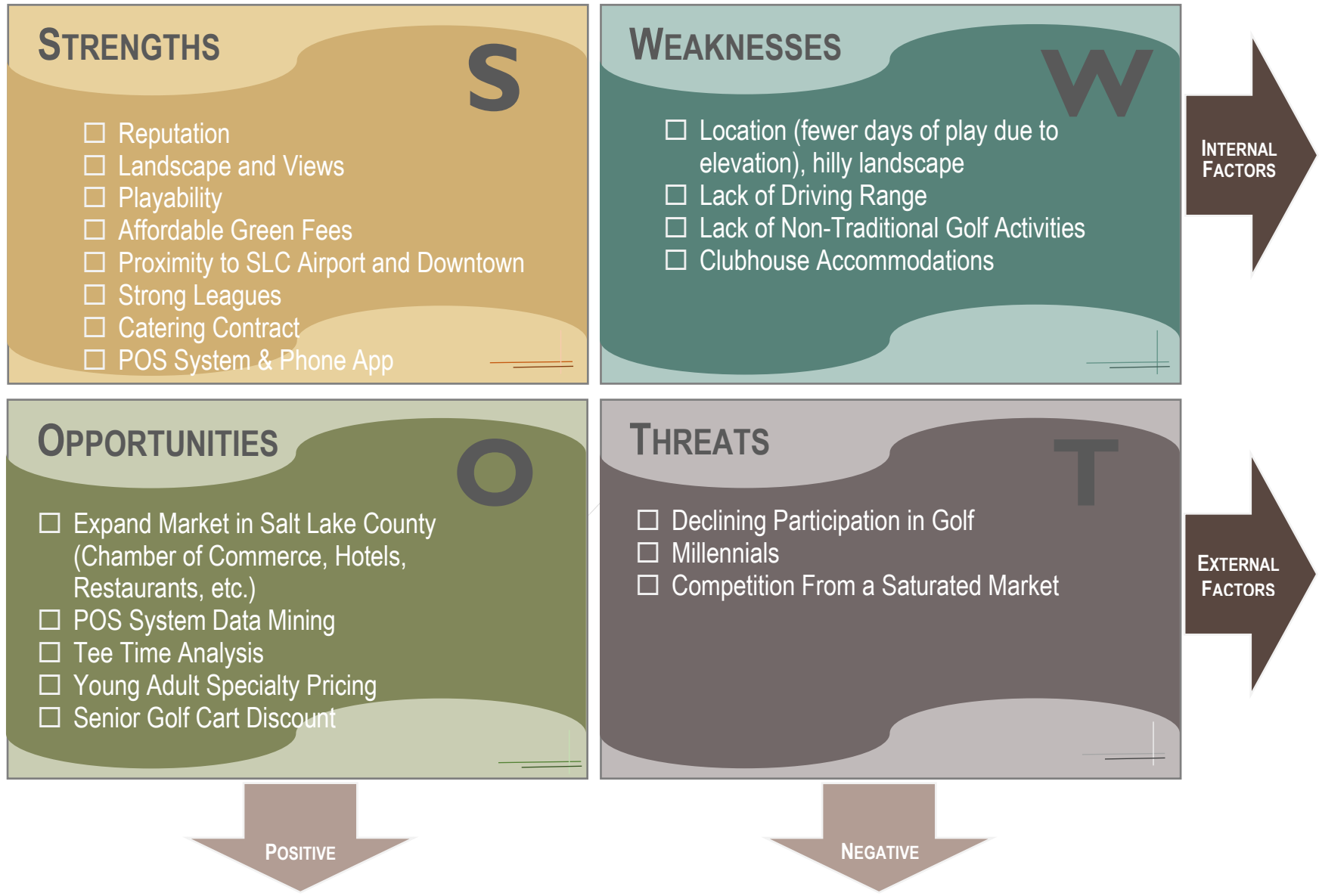
The Course has maintained a viable position within Davis County and has the opportunity to further expand its primary market deeper into the Salt Lake Valley. The Course may take advantage of membership in the Salt Lake Chamber of Commerce and marketing amongst downtown restaurants, hotels, trade magazines and businesses. Bountiful Ridge hosted a successful marketing event, “Bountiful Ridge Day,” which brought a number of businesses to the course. Continued events such as this keep the Course connected with local businesses for tournaments, client engagements and personal recreation. The Course also has the potential to more fully utilize the point of sales system, ForeUP, to gather golfer data such as zip codes for targeted marketing and completing a tee time analysis to identify gaps in play. The gaps may be filled with incentive pricing or specific marketing to a select demographic. While rates do not vary widely throughout the region, Salt Lake County courses are utilizing young adult rates, similar to junior and senior rates. Bountiful Ridge has the opportunity to employ additional rate structures, as well as new alternatives to traditional golf play to encourage greater participation on the green. While the Course has competitive green fees, it may be losing out on market revenues by offering a senior golf cart rental rate.

THREATS

Amongst the external local threats faced by Bountiful Ridge, the sport of golf nationwide is threatened by decreasing participation. The millennial generation is particularly volatile as young adults are strapped for time and money, often seeking an adrenaline rush rather than 18-holes of golf. This makes the threat of losing golfers an important consideration in marketing tactics. Market

saturation is also a challenge as numerous golf courses in both Salt Lake and Davis Counties are located within a small radius of Bountiful Ridge.

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SECTION V: COMPETITIVE MARKET

Davis County is home to 10 public and golf courses and one private course. Regular green fees range from \$12.00 for 9-holes at Crane Field Golf Course to \$16.00 at Valley View Golf Course. Nearly all courses institute restrictions for senior and junior rates on the weekends, while others including Valley View and Davis Park have a higher rate on the weekend for prime front 9-hole tee times. Valley View's regular 9-hole rate is \$16.00 and \$25.00 for the front 9-hole tee times weekends and holiday mornings. Senior and junior rates apply weekdays and weekends after 1:00 p.m. Davis Park's regular rate is \$16.00 with a weekend and holiday morning rate of \$20.00. Senior and junior rates apply weekdays and after 12:00 p.m. weekends.

Bountiful Ridge is within close proximity to Salt Lake County which also constitutes a competitive market. The courses in Salt Lake County similarly include a number of restrictions for junior and senior rates. The Stone Bridge Course in West Valley also charges a unique non-resident fee. Bountiful Ridge is the only course with a discounted fee for senior golf cart rentals and has a green fee slightly lower than major competitors in Davis County. A full comparison of course green fees is included in **Appendix A**.

This analysis compares Bountiful Ridge with the following comparable courses: 1) Bonneville Golf Course, 2) Davis Park Golf Course, 3) Valley View Golf Course and 4) Eaglewood Golf Course. Based on these comparisons, Bountiful Ridge has the second lowest regular green fee next to Eaglewood. As compared with the weekend front 9-hole morning rate at Valley View, Bountiful Ridge's green fee is \$10.00 less. The weekend rate for 9-holes at Davis Park is \$4.00 more than Bountiful Ridge. Bountiful Ridge is the only course to offer a senior discount rate for cart rentals.

TABLE 5.1: COMPARISON WEEKDAY AND WEEKEND GREEN FEES AND CART FEES

	9-Hole	18-Hole	9-Hole Weekend	18-Hole Weekend	9-Hole Cart	18-Hole Cart
Bountiful	\$15	\$30	\$15	\$30	\$7	\$14
Bonneville	\$19	\$38	\$19	\$38	\$7	\$14
Davis Park	\$16	\$32	\$20	\$32	\$7	\$14
Valley View	\$16	\$32	\$25	\$32	\$7	\$14
Eaglewood	\$14	\$28	\$14	\$28	\$7	\$14

TABLE 5.1: COMPARISON WEEKDAY AND WEEKEND GREEN FEES AND CART FEES CONTINUED

	Senior 9-Hole	Senior 18-Hole	Junior 9-Hole	Junior 18-Hole	Senior 9-Hole Cart	Senior 18-Hole Cart
Bountiful	\$13	\$26	9.00	18.00	\$6	\$12
Bonneville	\$16	\$32	8.00	16.00	\$7	\$14
Davis Park	\$13	\$26	9.50	19.00	\$7	\$14
Valley View	\$13	\$26	9.50	19.00	\$7	\$14
Eaglewood	\$11	\$22	8.00	16.00	\$7	\$14

TABLE 5.2: JUNIOR AND SENIOR RATE AVAILABILITY

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Bountiful	J/S All Day	J/S All Day	J/S All Day	J/S All Day	J/S All Day	-	-
Bonneville	J/S/YA All Day	J/S/YA All Day	J/S/YA All Day	J/S/YA All Day	J/S/YA All Day	J/S/YA After 12pm	J/S/YA After 12pm
Davis Park	J/S All Day	J/S All Day	J/S All Day	J/S All Day	J/S All Day	J/S After 12pm	J/S After 12pm
Valley View	J/S All Day	J/S All Day	J/S All Day	J/S All Day	J/S All Day	J/S After 1pm	J/S After 1pm

J = Junior; S = Senior; YA = Young Adult

PRIMARY MARKET

Each of the comparison courses shares a primary market of Davis County and Salt Lake County resident golfers. None of the courses reported a methodology for tracking where golfers come from geographically. However, each of the Davis County courses reported golfers coming from all along the Wasatch Front based on staff and golfer interaction. Bountiful Ridge reported golfers coming from as far north as Ogden and throughout Salt Lake County. Additionally, golfers from Park City visit Bountiful Ridge

during the spring and fall when the Course has more favorable conditions than those at higher elevations. Corporate tournaments draw golfers from outside of this primary pool and expose golfers to courses outside of their city of residence.

COMPARISON COURSE OVERVIEW

Of the comparison courses, Bountiful Ridge is the only course without a driving range. Bountiful Ridge has a strong Men’s Association with 250 members, a Women’s Association with 30 members and the strongest Junior Association with 150 members. Davis Park has the largest Men’s Association with 400 members, followed by Valley View. Davis Park has the strongest Women’s Association with 80 members as shown in **Table 5.3**. Davis Park has the highest number of 9-hole equivalent rounds at 75,000. Bountiful has 65,000 rounds and Eaglewood has 55,000 rounds. In comparing rounds, it is important to note that based on Bountiful Ridge’s location on the hillside, its window of play in the spring and fall is shorter than courses in the valley.

TABLE 5.3: COMPARISON COURSE OVERVIEW

	Driving Range	Men’s Association	Women’s Association	Junior Association	Tournaments	9-Hole Rounds	Banquet Hall Seating
Bountiful	No	250	30	150	26	65,000	80 ¹
Bonneville	Yes	170	80	70	15	Unavailable	100 ²
Davis Park	Yes	400	150	80	24	75,000	120 ³
Valley View	Yes	325	15	40	50	72,000	150 ⁴
Eaglewood	Yes	100	N/A	60	60	55,000	150 ⁵

¹Outdoor pavilion seats 180, infrequent rental for non-golf events

²Does not accommodate non-golf events

³Utilized 6-8 times per year for non-golf events

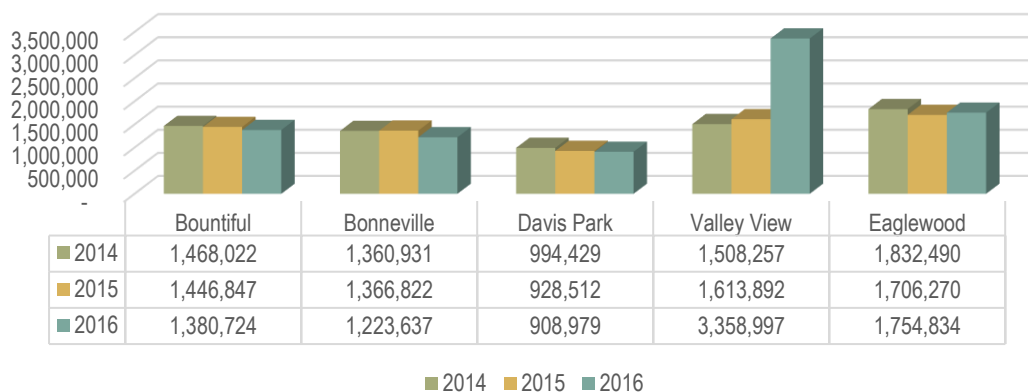
⁴Utilized 20-30 times a year for non-golf events

⁵Utilized 30-40 times a year for non-golf events

Each of the courses host a number of corporate tournaments each year. Eaglewood hosts approximately 60 tournaments a year, while Bountiful Ridge hosts 26. Eaglewood uniquely caters to both golf and non-golf activities such as weddings, retirement parties and banquets. This provides an additional stream of revenue for Eaglewood that the other courses do not experience to the same degree. Bountiful Ridge has the most limited indoor seating options with accommodations for 80. The Course does offer an outdoor pavilion which accommodates 150 and is frequently utilized for golf tournament events. While available for rental for non-golf activities, rental groups must adhere to the pavilion rental policy which includes an age restriction of 12 and over and no amplified sound. The intent of these regulations is to give priority to the Course’s patrons and limit distractions on the two holes which are in close proximity to the pavilion.

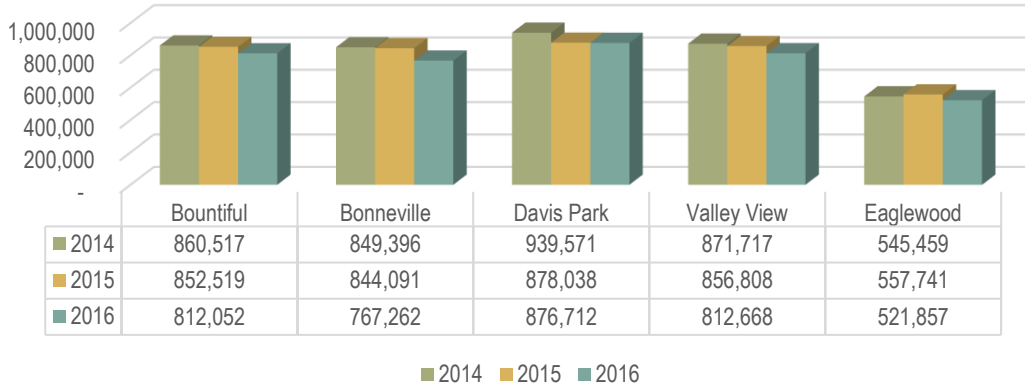
A comparison of course revenues demonstrates a universal downward trend. The total revenues for Valley View and Eaglewood exceed that of Bountiful. In 2016, Valley View received a County transfer of \$1.9 million which accounts for its disproportionately high revenue for that year. Eaglewood’s revenue includes a yearly transfer of nearly \$500,000 from the general fund.

ILLUSTRATION 5.1: COMPARISON COURSE TOTAL REVENUE



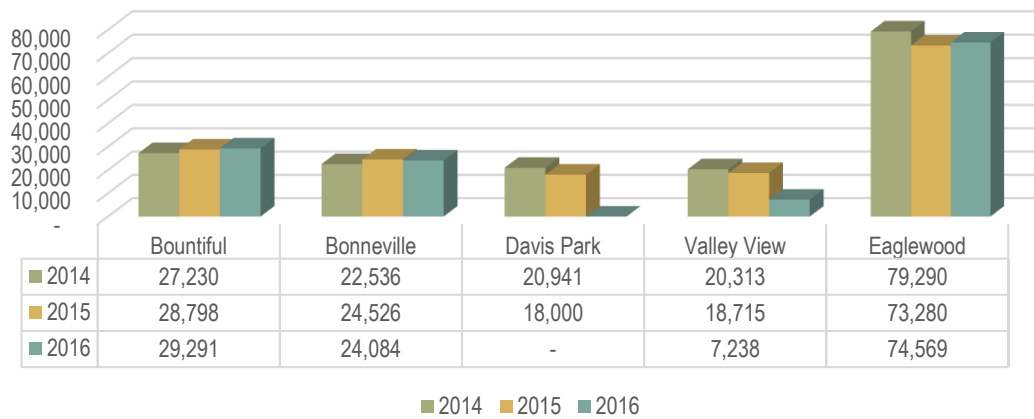
A comparison of green fees shows a slight variation in revenues with Davis Park capturing the highest total in 2016 of \$876,712 while Eaglewood is capturing only \$521,857. Bountiful Ridge’s green fee revenue of \$812,052 is comparable to Valley View at \$812,668.

ILLUSTRATION 5.2: COMPARISON COURSE GREEN FEE REVENUE



Bountiful Ridge’s restaurant revenue is second highest next to Eaglewood. As was previously discussed, Eaglewood’s revenue includes non-golf events and a higher number of tournaments than all other comparison courses, resulting in higher revenue.

ILLUSTRATION 5.3: COMPARISON COURSE RESTAURANT REVENUE



SECTION VI: FINANCIAL MODELING

An Excel financial model was developed to project revenues and expenses, address future green fee and cart rate increases and address long-term capital improvement plan (CIP) funding. This analysis considers four scenarios to ensure capital needs are addressed through 2028, including a one-time expense for a new irrigation system. The following scenarios are considered:

- ☰ Scenario 1: Aggressive green fee and cart fee increases;
- ☰ Scenario 1A: Moderate green fee and cart fee increases;
- ☰ Scenario 2: Rounds and standard rate increases; and,
- ☰ Scenario 3: Bonding and standard rate increases.

TABLE 6.1: SCENARIO SUMMARY

	Scenario 1: Aggressive Green Fee and Cart Fee Increases	Scenario 1A: Moderate Green Fee and Cart Fee Increases	Scenario 2: Rounds and Standard Rate Increases	Scenario 3: Bonding and Standard Rate Increases
Green Fee Increase	\$2 increase in 2018, 2021, 2024 and 2027	\$1 increase in 2018, 2021, 2024 and 2027	\$1 increase in 2018, 2023 and 2027	\$1 increase in 2018, 2023 and 2027
Expenditure Growth	1.75%	1.75%	1.75%	1.75%
Other Revenue Growth	0%	0%	2%	0%
Golf Rounds Growth	0%	0%	2%	0%
CIP	\$3,715,000 (\$2.7M in 2028)	\$3,715,000 (\$2.7M in 2028)	\$3,715,000 (\$2.7M in 2028)	\$3,715,000 (\$2.7M in 2028)
Bond	-	-	-	\$2.7M bond issued in 2028 (10-year, 4% coupon)
Net Operating Position in 2028	\$279,312	(\$1,312,452)	\$284,840	\$588,934

SCENARIO 1: AGGRESSIVE GREEN FEE AND CART FEE INCREASE

The Course has historically implemented a \$1.00 green fee increase and a \$1.00 cart rental rate increase approximately every three years. Scenario 1 contemplates an aggressive green fee and cart increase of \$2.00 in 2018, 2021, 2024 and 2027. Revenues related to punch passes, tournament fees and gift certificates are considered “other revenue” and are grown at zero percent. Additional revenues are grown at a constant rate for all scenarios including prebook admin charges at .5 percent, pro shop rentals at .5 percent, restaurant lease at 1.5 percent, and pro shop sales at .3 percent. Expenses are grown at an annual rate of 1.75 percent. Scenario 1 includes zero percent growth in golf rounds and \$3.7 million of CIP project costs through 2028, including a lump sum of \$2.7 million in 2028. The aggressive rate increases results in a positive net operating position of \$279,312 in 2028.

SCENARIO 1A: MODERATE GREEN FEE AND CART FEE INCREASE

Scenario 1A contemplates a moderate green fee and cart rental rate increase of \$1.00 in 2018, 2021, 2024 and 2027. Revenues related to punch passes, tournament fees and gift certificates are considered “other revenue” and are grown at zero percent. Additional revenues are grown at a constant rate for all scenarios including prebook admin charges at .5 percent, pro shop rentals at .5 percent, restaurant lease at 1.5 percent, and pro shop sales at .3 percent. Expenses are grown at an annual rate of 1.75 percent. Scenario 1A includes zero percent growth in golf rounds and \$3.7 million of CIP project costs through 2028, including a lump sum of \$2.7 million in 2028. Without the additional revenue from aggressive green fees and carts rental rates modeled in Scenario 1, the net operating position for Scenario 2A is (\$1,312,452) 2028.

SCENARIO 2: ROUNDS AND STANDARD RATE INCREASE

Scenario 2 contemplates a standard green fee and cart rental fee increase of \$1.00 starting in 2018, followed by 2023 and 2027. Revenues related to punch passes, tournament fees and gift certificates are considered “other revenue” and are grown at 2 percent. Additional revenues are grown at a constant rate for all scenarios including prebook admin charges at .5 percent, pro shop rentals

at .5 percent, restaurant lease at 1.5 percent, and pro shop sales at .3 percent. Expenses are grown at an annual rate of 1.75 percent. Scenario 2 includes a 2 percent growth in golf rounds and \$3.7 million of CIP project costs through 2028, including a lump sum of \$2.7 million in 2028, which includes an irrigation system. The round and other revenue growth result in a positive net operating position of \$284,840.

SCENARIO 3: BONDING AND STANDARD RATE INCREASE

Scenario 3 contemplates a standard green fee and cart rental fee increase of \$1.00 starting in 2018, followed by 2023 and 2027. Revenues related to punch passes, tournament fees and gift certificates are considered “other revenue” and are grown at zero percent. Additional revenues are grown at a constant rate for all scenarios including prebook admin charges at .5 percent, pro shop rentals at .5 percent, restaurant lease at 1.5 percent, and pro shop sales at .3 percent. Expenses are grown at an annual rate of 1.75 percent. Scenario 3 includes a zero percent growth in golf rounds and \$3.7 million of CIP project costs through 2028, including a lump sum of \$2.7 million in 2028. This scenario also assumes that a \$2.7 million 10-year bond will be issued in 2028 to finance CIP needs rather than utilizing a pay-as-you-go method. The resulting net operating position is \$588,934 in 2028.

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SECTION VII: RECOMMENDATIONS

The Bountiful Ridge Course is a top performing municipal golf course despite the overall downward trends in golf nationally. In order to address these national and local declines, LYRB recommends the Course formalize a strategic marketing approach. The foundational concepts for the strategy include: 1) creating a budget line item for marketing, 2) analyzing market demand and 3) implementing target marketing.

STRATEGIC MARKETING APPROACH

CREATE A BUDGET LINE ITEM FOR MARKETING

Currently, the Course does not have a formal marketing budget. Promotion is administered by word of mouth, through corporate tournaments and with a small allocation from the Public Notices budget line item, which is used to include the Course in listings such as the phone book. LYRB recommends allocating \$15,000-\$20,000 annually to marketing. This budget should be modified based on the marketing success and as needs are measured and identified. By dedicating funds for marketing, the Course will be prepared to execute its target marketing tactics which will be described in detail below.

ANALYZE MARKET DEMAND

FOREUP DATA MINING

Socioeconomic factors, demographics, and general shifts in the recreational pursuits of Utahns, particularly millennials, demands data mining to ensure the Course appropriately markets Bountiful Ridge. LYBR recommends the Course discuss the capabilities of the ForeUP point of sale system it utilizes to capture additional data. Valuable data includes email addresses for promotional material, zips codes to better understand the primary market and identify regions for formal marketing outreach, age range of golfers and information regarding how golfers learned about the Course.

NO SHOW PENALTIES FOR UNUSED TEE TIMES

Currently, there are no penalties for reserving tee times that are not filled by golfers at Utah golf courses. Many courses outside the State institute cancellation requirements to ensure tee times are available for other patrons. In order for Bountiful Ridge to institute such a policy, peer participation is critical to ensure Utah golfers become accustomed to booking the appropriate number of slots to maximize course usage.

TEE TIME ANALYSIS

Analysis of the tee times will help to identify gaps that may be filled with special rates or address the needs of a specific population (i.e., juniors, seniors, young adults, etc.). This analysis will further shed light on the effectiveness of the existing junior and senior rate discount offerings to ensure prime tee time are available to capture appropriate revenues.

IMPLEMENT TARGET MARKETING

SALT LAKE CITY CHAMBER OF COMMERCE

Target marketing includes utilizing funds allocated in the budget to accomplish specific marketing tasks. Based on the Course's close proximity to Salt Lake City, LYBR recommends Bountiful Ridge become a member of the Salt Lake City Chamber of Commerce. This membership will allow the Course to affiliate with tourism related businesses such as hotels, restaurants and trade magazines. Marketing in these venues will address a potentially new market of out of town guests on business trips or encourage new opportunities for golf tournaments held by downtown businesses.

BOUNTIFUL RIDGE DAY

The Course historically invited local and Salt Lake City businesses to attend a "Bountiful Ridge Day," which included a tournament and lunch. LYBR recommends the Course maintain this tradition to engage corporations and continue to expose members of the business community to the Course.

JUNIOR ASSOCIATION

One of the Course's strengths is its strong Junior Association. Marketing within the community, schools and local recreation centers may act as marketing for not only the junior players, but also their parents. The Course will benefit from maintaining and expanding its summer clinics and continuing to host the "Clubs for Kids" program. The Course may also consider creative uses for its lesson area to encourage Top Golf type activities to appeal to younger populations.

MILLENNIALS

An important segment of Golfers in Utah and across the country are millennials (18-34 years old). A study completed in 2015 by the NGF reported three key issues with increasing golf participation among millennials including demographics, time and money.⁸ On average more Caucasians participate in golf than non-Caucasians (12% vs. 7%) and non-Caucasians make up a greater share of the overall population. Time is also a growing constraint for millennial golfers who are participating in a wider variety of recreation activities in addition to golf. And finally, millennials are strapped with student loans, credit card debt and an endless array of discretionary spending constraints.

FACEBOOK AND INSTAGRAM

Target marketing to millennials aims to not only retain golfers but also introduce new individuals to the sport. Target marketing may include increased activity on the Course's social media including Facebook and Instagram. These tools may be used to offer incentives and advertise special events. A trend at several golf courses nationally is a "Selfie Station" on the green. Courses select especially picturesque locations on the course and place signage and hashtag information to give golfers an opportunity to check in on social media and capture the fun and beauty of the course to share with their friends.

CLINICS FOLLOWED BY A 3-HOLE SCRAMBLE

The Course may also benefit from creating unique golf experiences including clinics followed by a 3-hole scramble or a themed twilight tournament followed by a social event. For many new golfers, a full 18- or even 9-holes may be daunting. A clinic allows individuals new to the game, or even old timers returning, the opportunity to brush up on their skills and then practice on the green without a significant time commitment.

NON-TRADITIONAL EVENTS

While some millennials may not consider the golf course a social place, venues such as Top Golf that have gained notoriety have opened the door for young people to seek recreation through golf activities. Non-traditional events such as a themed twilight tournament provides millennials the opportunity to bridge their love of the outdoors, theme parties and socializing together. This type of event also reduces the pressure for golfers to bring a friend who is new to golf.

STUDENT DISCOUNTS

The Course's proximity to Salt Lake Community College, Weber State University and the University of Utah make it a prime location for student golfers. The Course may consider student discounts and collaboration with university golf teams and PE courses. Further, Bountiful Ridge attracts a unique set of golfers and can gain insights from millennials to veteran golfers. Staff associations with golfers is an important aspect of creating loyal patrons and understanding their unique needs.

RATE DESIGN AND ROUND GROWTH OPPORTUNITIES

Several opportunities exist to address the current Course rate structure and opportunities for growth. As mentioned previously, a tee time analysis and data mining the ForeUp system may provide direction to expand or decrease senior and junior rate offerings, as well as weekend premium rates to stay competitive with Davis County courses. The Course's tournament fee includes an administration fee which provides funding to coordinate the events and may be evaluated based on the Course's desired tournament threshold.

Neighboring Salt Lake City Courses have implemented young adult pricing (ages 18-25), similar to the senior and junior rates. The Course may consider how young adult pricing can play a role in attracting millennials to the game of golf. Twilight rates, which allow a golfer to pay a discounted rate to play as many holes as they are able until dusk, may generate additional revenue and fill underutilized tee times. Likewise, evening three-hole pricing may create flexibility for golfers that are constrained by time.

⁸ 2015 NGF Golf and Millennial Generation Report.

APPENDIX A: COURSE COMPARISONS

TABLE A.1: DAVIS COUNTY GOLF COURSES

Course	City	9-Hole	18-Hole	Senior 9-Hole	Senior 18-Hole	Jr. 9-Hole	Jr. 18-Hole	9-Hole Cart	18-Hole Cart	Senior 9-Hole Cart	Senior 18-Hole Cart	Young Adult (18-25) 9	Young Adult (18-25) 18
Bountiful Ridge Golf Course ²	Bountiful	15.00	30.00	13.00	26.00	9.00	18.00	7.00	14.00	6.00	12.00	-	-
Crane Field Golf Course	Clinton	12.00	24.00	9.00	18.00	9.00	18.00	7.00	14.00	-	-	-	-
Davis Park Golf Course ^{1,2}	Fruit Heights	16.00	32.00	13.00	26.00	9.50	19.00	7.00	14.00	-	-	-	-
Valley View Golf Course ^{1,2}	Layton	16.00	32.00	13.00	26.00	9.50	19.00	7.00	14.00	-	-	-	-
Sun Hills Golf Course ²	Layton	14.00	28.00	12.00	24.00	8.00	16.00	7.00	14.00	-	-	-	-
Swan Lakes Golf Course ²	Layton	12.00	24.00	10.00	20.00	8.50	17.00	6.00	12.00	-	-	-	-
Eaglewood Golf Course ²	North Salt Lake	14.00	28.00	11.00	22.00	8.00	16.00	7.00	14.00	-	-	-	-
Glen Eagle Golf Course ^{1,2}	Syracuse	14.00	26.00	13.00	24.00	9.00	18.00	7.00	14.00	-	-	-	-
Lakeside Golf Course	West Bountiful	12.50	25.00	10.50	21.00	8.00	16.00	6.50	13.00	-	-	-	-
Schneider's Bluff Course ^{1,2}	West Point	14.00	28.00	13.00	26.00	8.00	16.00	7.00	12.00	-	-	-	-

Private Courses: Oakridge Country Club

¹Weekend rates apply

²Restrictions for Senior and Junior rates.

TABLE A.2: SALT LAKE COUNTY GOLF COURSES

Course	City	9-Hole	18-Hole	Senior 9-Hole	Senior 18-Hole	Jr. 9-Hole	Jr. 18-Hole	9-Hole Cart	18-Hole Cart	Senior 9-Hole Cart	Senior 18-Hole Cart	Young Adult (18-25) 9	Young Adult (18-25) 18
Bonneville Golf Course ²	Salt Lake City	19.00	38.00	16.00	32.00	8.00	16.00	7.00	14.00	-	-	13.00	26.00
Central Valley Golf Course	Salt Lake City	10.00	20.00	7.50	15.00	5.00	15.00	5.00	10.00	-	-	-	-
Fore Lakes Golf Course	Taylorsville	12.00	24.00	10.00	20.00	8.00	16.00	6.50	13.00	-	-	-	-
Forest Dale Golf Course ²	Salt Lake City	15.00	30.00	13.00	26.00	8.00	16.00	7.00	14.00	-	-	12.00	n/a
Glendale Golf Course ²	Salt Lake City	16.00	32.00	13.00	26.00	8.00	16.00	7.00	14.00	-	-	10.00	20.00
Glenmoor Golf Course	South Jordan	14.00	28.00	11.00	22.00	8.00	16.00	7.00	14.00	-	-	-	-
Jordan River Par-3	Salt Lake City	6.00	12.00	5.00	10.00	5.00	10.00	-	-	-	-	-	-
Meadow Brook Course ^{1,2}	Taylorsville	14.00	28.00	12.00	24.00	8.00	16.00	7.00	14.00	-	-	-	-
Mick Riley Golf Course ²	Murray	14.00	28.00	12.00	24.00	8.00	16.00	7.00	14.00	-	-	-	-
Mountain Dell Golf Course ²	Salt Lake City	19.00	38.00	16.00	32.00	8.00	16.00	7.00	14.00	-	-	13.00	26.00
Mountain View Golf Course	West Jordan	15.00	28.00	12.00	22.00	9.00	16.00	7.00	14.00	-	-	-	-
Mulligans	Sandy	9.50	19.00	9.00	18.00	9.00	18.00	6.00	12.00	-	-	-	-
Murray Parkway ²	Murray	15.00	30.00	12.00	24.00	8.00	16.00	7.00	14.00	-	-	-	-

Course	City	9-Hole	18-Hole	Senior 9-Hole	Senior 18-Hole	Jr. 9-Hole	Jr. 18-Hole	9-Hole Cart	18-Hole Cart	Senior 9-Hole Cart	Senior 18-Hole Cart	Young Adult (18-25) 9	Young Adult (18-25) 18
Nibley Park Golf Course ²	Salt Lake City	14.00	28.00	12.00	24.00	8.00	16.00	7.00	14.00	-	-	10.00	n/a
Old Mill Golf Course ^{1,2}	Salt Lake City	17.00	34.00	13.00	26.00	10.00	17.00	7.00	14.00	-	-	-	-
Pebblebrook Golf Course ²	Sandy	14.00	26.00	10.00	18.00	10.00	18.00	7.00	14.00	-	-	-	-
River Oaks ²	Sandy	15.00	28.00	12.00	22.00	12.00	22.00	8.00	14.00	-	-	-	-
Riverbend Golf Course ^{1,2}	Riverton	15.00	30.00	13.00	26.00	9.00	18.00	7.00	14.00	-	-	-	-
Rose Park Golf Course ²	Salt Lake City	15.00	30.00	13.00	26.00	8.00	16.00	5.00	10.00	-	-	10.00	20.00
South Mountain Course ³	Draper	23.00	44.00	19.00	38.00	16.00	32.00	n/a	n/a	-	-	-	-
Stonebridge Golf Course ^{2,4}	West Valley	16.00	32.00	12.00	24.00	8.00	15.00	7.00	14.00	-	-	-	-
The Ridge Golf Course ²	West Valley	16.00	32.00	12.00	24.00	8.00	15.00	7.00	14.00	-	-	-	-

Private Courses: Cottonwood Country Club, Hidden Valley Country Club, The Country Club, Willow Creek Country Club

¹Weekend rates apply

²Restrictions for Senior and Junior rates.

³Price includes cart; cart is mandatory.

⁴Non-resident rates apply.

DRAFT

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**Minutes of the
BOUNTIFUL CITY COUNCIL**

September 12, 2017 – 6:00 p.m.

Present: Mayor Pro-Tem John Pitt
Councilmembers Kendalyn Harris, Richard Higginson, John Marc Knight
City Manager Gary Hill
City Attorney Clinton Drake
City Engineer Paul Rowland
City Planner Chad Wilkinson

Department Directors/Staff:
Police Chief Tom Ross
Finance Director Tyson Beck
Water Director Mark Slagowski
Recording Secretary Nikki Dandurand

Excused: Mayor Randy Lewis
Councilmember Beth Holbrook

Official notice of the City Council Meeting was given by posting an Agenda at City Hall and on the Bountiful City Website and the Utah Public Notice Website and by providing copies to the following newspapers of general circulation: Davis County Clipper and Standard Examiner.

Work Session – 6:00 p.m.
Planning Conference Room

Mayor Pro-Tem Pitt welcomed those in attendance and called the session to order at 6:05 p.m.

LEGISLATIVE UPDATE

Mr. Gary Hill stated the legislature recently created a transportation task force to plan for future growth. Specific issues include funding, governance of UTA, and land use. This could have impacts on land use in Bountiful and new requirements for zoning and higher density zones in cities. The tone of this project is a little disconcerting, but there is nothing pending. Another item is a referendum bill. The current law is unclear, as we recently discovered with our City Hall proposal. Councilman Higginson asked if this would concern local or state levels. Mr. Hill replied that it would be local. The concern is what types of communications local governments can provide during the referendum process, i.e., the Orem/Provo UTA referendum. Referring back to the transportation task force, Councilman Higginson asked if the state could use eminent domain to change our zoning. Mr. Drake replied not under current laws.

Mr. Chad Wilkinson stated another subject discussed is business licensing, with particular concern to home occupation license fees. Currently there are no license fees for minors for businesses such as lemonade stands. There is a problem when people need a license to provide to lenders or such and there is no proof. Our business license fees are very low, but the City could do a study to provide additional information.

1 Mr. Wilkinson stated that short term rentals are still a concern. A recent law prohibits cities
2 from enforcing short-term rental law based on an advertisement. This is not a very big issue in
3 Bountiful, and the City does not currently have a law prohibiting short-term rentals. Chief Ross
4 stated that only noise or parking complaints are monitored at this point. Mr. Hill stated the City's
5 position up to this point has been to encourage the legislature to let local governments decide whether
6 or not short-term rentals are appropriate in their own cities.

7 Mr. Clinton Drake mentioned another topic is land use vesting. There have recently been
8 issues between private developers and cities in Salt Lake County regarding when a land use
9 application vests. Most of this issue has been worked out, but not completely. Private developers are
10 asking for clear language stating that an applicant vests in what the applicant applies for. This is
11 consistent with case law. There is a sunset clause that needs to be incorporated still which would
12 encourage a vested applicant to take reasonable measures to move the development along or it would
13 expire. Last year, SB-241 included a local plan review to be performed within a certain time period
14 depending on whether it is a residential or commercial subdivision. This year there is potential
15 legislation regarding a plan review sheet that would be used by inspectors as a tool as they review
16 various plans, which would basically be a summary sheet of what will be reviewed and can be
17 checked off. The Department of Environmental Quality is revising some of their fees. They have
18 been instructed to create an equitable and fair fee schedule. All proposed scenarios Mr. Drake has
19 seen have been favorable to Bountiful City's landfill. The Office of the Utah Property Rights
20 Ombudsman is swamped. They are currently taking six months to return an advisory opinion.
21 Typically issues related to land use are urgent and need a much quicker turn around. There is a need
22 to hire a full-time employee or the ability to contract with lawyers to write advisory opinions. There
23 is support from the Utah League of Cities and Towns and private organizations for this to happen
24

25 **PLAT A PROCESS UPDATE – MR. CHAD WILKINSON**

26 Mr. Wilkinson would like to update the Council on this process and already provided
27 recommendations to the Planning Commission on September 5, 2017. Currently the plat is
28 residentially zoned and needs to be re-zoned to single family district. There will be a large mailing
29 next week to notify the residents in this area that a public hearing will be held on October 3, 2017. A
30 draft ordinance will be published tomorrow to include various changes including height requirements,
31 parking and minimum lot size. Councilman Higginson stated the code requires a 50 ft. setback on
32 Main Street, which is not conducive to some businesses and would be good to review. Another
33 suggestion is to have the buildings face Main Street, but as Mayor Pro-Tem Pitt pointed out, the
34 Wight House has a double entry. Mr. Hill asked about the impact on heights of the buildings. Mr.
35 Wilkinson replied the new ordinance would allow an additional 10 feet in height with provisions.
36 Councilwoman Harris asked about the Eye Center that was recently built. Mr. Wilkinson was not
37 sure on those requirements. Mr. Wilkinson stated the next meeting will be a Planning Commission
38 meeting on September 19, 2017. Councilman Higginson asked if these documents will be available
39 online. Mr. Wilkinson said yes, tomorrow. Councilman Higginson asked if we need to move the
40 decorative planters on Main Street. Mr. Wilkinson replied that there was some discussion of that
41 idea, possibly move them more toward the north end of Main Street. Councilman Higginson also
42 asked about the trees and what other options are available. Mr. Wilkinson replied they will look into
43 it, but within the last week, all the trees have been trimmed and pruned along Main Street.
44

45 **Regular Meeting – 7:05 p.m.**
46 **City Council Chambers**

1
2 Mayor Pro-Tem Pitt called the meeting to order at 7:05 p.m. and welcomed those in
3 attendance. Local scouts Addison Rupp and Ethan Leyba, Troop 1480, led the Pledge of Allegiance;
4 President Dan Hammon, North Canyon Stake, gave a thought.

5
6 **APPROVE MINUTES OF PREVIOUS MEETING – AUGUST 22, 2017**

7 Mayor Pro-Tem Pitt presented the minutes from the previous meeting. Councilman
8 Higginson moved to approve the minutes and Councilwoman Harris seconded the motion. Voting
9 was unanimous with Councilpersons Harris, Higginson, and Knight voting “aye”.

10
11 **COUNCIL REPORTS**

12 Mayor Pro-Tem Pitt wanted to thank all of those who helped with the many summer activities
13 during the summer. No other reports were made.

14
15
16 **PUBLIC COMMENT**

- 17 -Gary Davis – various comments regarding items on the agenda
18 -Tonya Bascom – concerned about Plat A

19
20 **BCYC REPORT**

21 Ethan Thomas reported the Youth Council is planning the Pumpkin Patch Carnival on
22 October 13, 2017.

23
24 **CONSIDER APPROVAL OF:**

- 25 a. **WEEKLY EXPENDITURES > \$1,000 PAID AUGUST 14, 15, 21, 28, 29, 30 & SEPTEMBER 4,**
26 **2017**
27 b. **JULY 2017 FINANCIAL REPORT**

28
29 Mayor Pro-Tem Pitt presented the expenditures/financial report and asked for a motion to
30 approve. Councilman Higginson moved to approve the weekly expenditures/reports and Councilman
31 Knight seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson and
32 Knight voting “aye”.

33
34 **CONSIDER APPROVAL OF THE BOUNTIFUL CITY WATER CONSERVATION PLAN –**
35 **MR. MARK SLAGOWSKI**

36 Mr. Slagowski stated this is a regulation item required by the State and he is asking for the
37 Council to adopt the plans which have been included in the packet. Mayor Pro-Tem Pitt asked Mr.
38 Slagowski to give the highlights of the plan. Mr. Slagowski stated that when implemented, the plan
39 helps in the City’s water conservation, which is needed in Bountiful, and it is good to have a
40 formalized document to follow. Councilman Higginson asked if the City subscribes to any services,
41 advertising, etc. Mr. Slagowski replied that we are fortunate to have enough resources available and
42 the Water Department is currently working with Weber Basin as well. Councilman Higginson asked
43 if the plan includes treating the deep well water with chlorine at this point. Mr. Slagowski replied if
44 the water reads okay, then no. However we keep a small chlorine residual to avoid extra measures if
45 the water becomes contaminated. Councilwoman Harris made a comment about adequate water
46 supply as described on page 7 in the plan, to which Mr. Slagowski responded that a new reservoir

1 would be good. Mayor Pro-Tem Pitt also stated the plan will be online for the public to view as well.
2 Councilwoman Harris moved to approve the plan and Councilman Higginson seconded the motion.
3 Voting was unanimous with Councilpersons Harris, Higginson and Knight voting “aye”.

4
5 **CONSIDER APPROVAL OF THE PROPOSAL FROM STANTEC CONSULTING IN THE**
6 **AMOUNT OF \$25,000 TO HELP COMPLETE BOUNTIFUL CITY’S SOURCE**
7 **PROTECTION PLAN – MR. MARK SLAGOWSKI**

8 Mr. Slagowski stated that Bountiful City’s Source Protection Plan is more involved and a
9 consultant is required. The Zesiger well was operating, but the permit was denied until there is a
10 plant to support it. Mr. Slagowski stated he and his staff are doing as much as they can, but a
11 consultant would be very helpful. Mayor Pro-Tem Pitt asked if the well had any manmade
12 contamination. Mr. Slagowski replied yes. Two proposals were submitted, but Stantec helped with
13 the original plan so they are able to do it at a lower cost as they already have much of the needed data
14 on file to complete the project. Councilman Higginson moved to approve the proposal and
15 Councilwoman Harris seconded the motion. Voting was unanimous with Councilpersons Harris,
16 Higginson and Knight voting “aye”.

17
18 **CONSIDER APPROVAL OF THE PURCHASE OF FOUR POLICE VEHICLES FROM**
19 **PERFORMANCE AUTOMOTIVE GROUP IN THE TOTAL AMOUNT OF \$104,152 –**
20 **CHIEF TOM ROSS**

21 Chief Ross is requesting approval to purchase four vehicles to be assigned to the Patrol
22 Division. All bids used the Utah State contract pricing, and are budgeted in the FY2018 budget.
23 Councilman Higginson asked if there has been any problem with the CO2 levels in the Ford
24 Explorers. Chief Ross replied there have been no complaints from the employees. There are nine
25 vehicles which needed to be outfitted for this monitoring device. They all have been installed and
26 there have been no negative readings. Mayor Pro-Tem Pitt said he appreciates and supports getting
27 local bids and using the State contract pricing. Councilman Knight made a motion to approve the
28 purchase and Councilman Higginson seconded the motion. Voting was unanimous with
29 Councilpersons Harris, Higginson and Knight voting “aye”.

30
31 **CONSIDER FINAL SITE PLAN APPROVAL FOR BRISTOL VILLAGE, A 19-UNIT**
32 **MULTIFAMILY TOWNHOME UNIT DEVELOPMENT AT 1910, 1940 AND 1950 SOUTH**
33 **200 WEST, TAYLOR SPENDLOVE REPRESENTING BRIGHTON DEVELOPMENT**
34 **UTAH LLC, APPLICANT – MR. CHAD WILKINSON**

35 Mr. Rowland presented this item in place of Mr. Wilkinson. Mr. Rowland stated the final site
36 plan that was submitted substantially conforms to the preliminary site plan which received approval
37 from the Planning Commission and City Council last month. The previously submitted building
38 elevations have not changed and the applicant will be required to follow the design approved by the
39 City Council. This is a single access, T-entrance development. The Planning Commission reviewed
40 the application on September 5, 2017, and recommends approval of the request for final site plan
41 approval. Councilman Higginson asked if there was any reference to the letter from the adjacent
42 property owner regarding the mitigation of the shared fence line. Mr. Rowland replied that Brighton
43 Homes has offered to move the fence inside their property line to maintain it, and to relieve the
44 homeowner of that obligation. Councilman Higginson made a motion to approve the final site plan
45 and Councilman Knight seconded the motion. Voting was unanimous with Councilpersons Harris,
46 Higginson and Knight voting “aye”.

1
2 **CONSIDER PRELIMINARY AND FINAL SITE PLAN APPROVAL FOR THE SQUARE AT**
3 **2600 SERVICE ALLEY IMPROVEMENTS, 500 WEST 2600 SOUTH, KEVIN ALCOTT,**
4 **APPLICANT – MR. CHAD WILKINSON**

5 Mr. Rowland stated the owners of The Square at 2600 are requesting to refurbish the parking
6 area behind the buildings, and to build a garage to accommodate a snow plow and other necessary
7 maintenance items. The development was originally constructed around 1976 and therefore the
8 landscaping does not meet current code standards. The applicant proposes to bring the site into
9 greater compliance with current standards by installing landscaping throughout the rear of the site.
10 The Planning Commission reviewed the request on September 5, 2017, and recommends preliminary
11 and final site plan approval as requested. Councilman Higginson stated he drove through the
12 development recently and noted the access road is almost dirt and definitely needs improvement.
13 Councilwoman Harris made a motion to approve the preliminary and final site plans and Councilman
14 Higginson seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson and
15 Knight voting “aye”.

16
17 **CONSIDER PRELIMINARY APPROVAL OF THE STONE CREEK ESTATES**
18 **SUBDIVISION LOCATED AT APPROXIMATELY 1500 EAST AND 400 NORTH, BROCK**
19 **JOHNSTON REPRESENTING RAINEY HOMES, APPLICANT – MR. PAUL ROWLAND**

20 Mr. Brock Johnston, of Rainey Homes is requesting preliminary approval of the Keller
21 Property Subdivision, a 50 lot subdivision of the long vacant Keller property located at the top of 400
22 North Street. This proposed development includes 50 single family lots on 33.5 acres of ground and
23 is located in the R-3 zone. Rainey Homes is proposing to develop the property in four phases and is
24 requesting an overall preliminary approval for the entire property, with final approval coming for
25 each of the phases as they are ready for construction and sale. Mr. Rowland stated that Phase 2 has
26 some skinny lots and when Bountiful Blvd. was constructed the property owner declined the
27 opportunity to install all of the utilities with the road construction, resulting in the need to now close
28 and completely dig up the street in order to install the needed lines. This is a very busy road to the
29 Bountiful Temple and will need to have detours. This will hopefully be complete in one construction
30 season. Phase 3 will affect Eagle Ridge Dr. and Skyline Dr. This phase will start in two or three
31 construction seasons. Phase 4 is a single cul-de-sac development.

32 There are sewer lines and utilities available to some areas already. FEMA recently completed
33 the flood zones and we should not have any houses in flood plains. There is no common ground to
34 provide onsite water detention for this development. The developer will pay the storm water fees.

35 Computer modeling of our water system shows that we currently have enough reservoir
36 capacity to meet the needs of both this development and the future development of the Kingston
37 property on the north side of Stone Creek. However, our computer model has also shown that this
38 development and the future Kingston property development will force a need to increase our ability
39 to get water from the City’s wells and other sources, all of which are located below Davis Blvd., to
40 the Temple View reservoir which is above Davis Boulevard. These improvements include a new
41 pump house at the Hannah Holbrook Elementary school reservoir, new pump lines from that point to
42 our existing trunk line running across Bountiful Blvd/Eaglewood Drive and eventually a new pump
43 house located at a new 1.5 million gallon reservoir that the city is going to construct on the Kingston
44 Property just west of where Moss Hill Drive meets Bountiful Blvd. Councilman Higginson noted
45 that there are plenty of water resources, just not enough distribution to supply it at the same time.
46 Mr. Rowland agreed. We have the water, just in the wrong place. They are negotiating for help with

1 the pump lines/house, sharing preliminary costs. Councilman Higginson also advised that there be
2 some provision attached to the deed or recorded to include those costs in the property purchase.

3 The construction of Eagle Ridge Drive as part of Phase 3 will require the extension of the
4 paved travel surface all of the way to the end of the pavement on the north side of Ward Canyon
5 under the "B". The City has agreed to install the paving, curb and walk over the Stone Creek debris
6 basin and the developer will be required to construct a paved roadway, similar to the section of
7 temporary road on Skyline Drive below, to the end of the Eagle Ridge Plat C improvements. That
8 will provide an all-weather surfaced road connecting both sides of the canyon. Additionally, the
9 developer will be required to construct a 10 ft. wide sidewalk along the east side of the new Eagle
10 Ridge Drive extension and along the west side of Bountiful Blvd. from Eagle Ridge Drive to its
11 current end at the Granada Hills Subdivision, completing the existing walking trail along Bountiful
12 Blvd.

13 Rather than creating large, odd-shaped and mostly unusable lots, Rainey Homes has proposed
14 that the Parcel 3 property be dedicated to the City to be used as open space. The Bountiful Trails
15 Committee is very excited about the prospect of improving the old road and constructing a trail which
16 would connect Bountiful Blvd. at Moss Hill Drive to Eagle Ridge Drive at the Stone Creek Detention
17 Basin. Although a short section, it would be the first step in providing a trail which could eventually
18 be built from Rocket Park along Stone Creek to the detention basin and tying into the trails which
19 access the mountain through Ward Canyon.

20 Mayor Pro-Tem Pitt asked about the off-road traffic, i.e., ATV's, etc. Mr. Rowland stated
21 there is some traffic from residents, but the construction and development will cut out most of that
22 traffic.

23 The Planning Commission sends the recommendation for preliminary approval of the Stone
24 Creek Estates Subdivision with the written conditions being met.

25 Councilman Higginson made a motion to approve the preliminary site plan and Councilman
26 Knight seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson and
27 Knight voting "aye".

28
29 **CONSIDER APPROVAL OF FINAL SUBDIVISION AND FINAL SITE PLAN FOR 5TH**
30 **WEST OFFICE PARK COMMERCIAL SUBDIVISION, LOCATED AT 1065 SOUTH 500**
31 **WEST, JEFF BECK REPRESENTING UNION AVENUE LLD, APPLICANT – MR. PAUL**
32 **ROWLAND**

33 Mr. Rowland stated Jeff Beck has completed the plat map and site plans and is now
34 requesting final approval for the four lot 5th West Office Park Commercial Subdivision. The Planning
35 Commission sends a positive recommendation for final approval to the City Council. Councilwoman
36 Harris asked if a crosswalk was going to be made available to cross that section of the street on 500
37 West. Mr. Rowland replied not at this time. Councilman Higginson made a motion to approve the
38 final site plans and Councilwoman Harris seconded the motion. Voting was unanimous with
39 Councilpersons Harris, Higginson and Knight voting "aye".

40
41 **CONSIDER APPROVAL OF ORDINANCE 2017-09, VACATING SHAW SUBDIVISION**
42 **LOCATED AT 672 AND 680 EAST 400 NORTH – MR. PAUL ROWLAND**

43 Mr. and Mrs. Shaw no longer have a need to sell off a portion of their property and now wish
44 to build a detached garage across the existing property line between lots 1 and 2. Councilman
45 Higginson made a motion to approve the vacation of the Shaw Subdivision and Councilman Knight
46 seconded the motion. Mr. Rowland stated there also needs to be an approval of Ordinance 2017-09,

1 which Councilwoman Harris seconded. Voting was unanimous with Councilpersons Harris,
2 Higginson and Knight voting “aye”.

3
4 **CONSIDER APPROVAL OF A CEMETERY STATUE PURCHASE FROM MAIN STREET**
5 **ART, INC. IN THE AMOUNT OF \$55,441 - MR. GARY HILL**

6 Councilman Higginson noticed the invoice states payment in full, although he thought it was
7 only a partial payment made up front. Mr. Gary Hill replied the down payment has already been
8 paid. The statue will be installed in approximately 10 days. A dedication will be announced.
9 Councilman Higginson asked about the donations made. Mr. Gary Hill responded that they have
10 already been made available and those are tax deductible. Mr. Hill also mentioned that this project
11 could not have been possible without the help of donations. Councilman Higginson made a motion to
12 approve the cemetery statue purchase and Councilman Knight seconded the motion. Voting was
13 unanimous with Councilpersons Harris, Higginson and Knight voting “aye”.

14
15 Mayor Pro-Tem Pitt Lewis asked for a motion to adjourn the regular session of City Council
16 and move to an RDA meeting. Councilman Higginson made a motion to adjourn the regular meeting
17 and Councilwoman Harris seconded the motion. The regular session of the City Council was
18 adjourned at 8:18 p.m.

19
20

Mayor Pro-Tem John Pitt

City Recorder

City Council Staff Report

Subject: Expenditures for Invoices > \$1,000.00 paid
September 11 & 18, 2017

Author: Tyson Beck, Finance Director

Department: Finance

Date: September 21, 2017



Background

This report is prepared following the weekly accounts payable run. It includes payments for invoices hitting expense accounts equaling or exceeding \$1,000.00.

Payments for invoices affecting only revenue or balance sheet accounts are not included. Such payments include: those to acquire additions to inventories, salaries and wages, the remittance of payroll withholdings and taxes, employee benefits, utility deposits, construction retention, customer credit balance refunds, and performance bond refunds. Credit memos or return amounts are also not included.

Analysis

Unless otherwise noted and approved in advance, all expenditures are included in the current budget. Answers to questions or further research can be provided upon request.

Department Review

This report was prepared and reviewed by the Finance Department.

Significant Impacts

None

Recommendation

Council should review the attached expenditures.

Attachments

Weekly report of expenses/expenditures for invoices equaling or exceeding \$1,000.00 paid September 11 & 18, 2017.

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid September 11, 2017**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	
5368	ACE DISPOSAL INC	Recycling	48.4800.431550.	Recycling Collectn Service	\$ 32,548.20	198528	09012017	Recycling for August 2017	
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,651.04	198536	75019317	Tree Trimming	
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,826.84	198536	75019217	Tree Trimming	
1447	BP ENERGY COMPANY	Light & Power	53.5300.448611.	Natural Gas	177,290.50	198546	1445576	Natural Gas	
1393	BTS LANDSCAPING PRODUCTS	Landfill	57.5700.462400.	Contract Equipment	17,835.83	198548	21739	Green Waste Grinding	
1615	CENTURYLINK	Enhanced 911	10.4219.428000.	Telephone Expense	3,578.45	198557	08222017	Acct # 801-578-0401 452B	
1716	CMT ENGINEERING LAB	Parks	45.4510.473100.	Improv Other Than Bldgs	1,012.00	198561	67369	Project 008846 Creekside Park	
1889	DAVIS COUNTY GOVERNMENT	Legislative	10.4110.452200.	Election Expense	34,721.75	198568	84921	Election Services Agreement	
1946	DIAMOND RENTAL	Legislative	10.4110.466000.	Contingency	1,397.00	198573	62650	Stage Rentals & Chairs	
5281	DOMINION ENERGY UTAH	Light & Power	53.5300.448611.	Natural Gas	20,410.55	198575	09012017M	Natural Gas Acct # 6056810000	
5265	FIVE 9's COMMUNICATION	Police	10.4210.428000.	Telephone Expense	1,863.16	198583	33556	Shortel Annual Phone System Maintenance	
5265	FIVE 9's COMMUNICATION	Light & Power	53.5300.448641.	Communication Equipment	1,944.17	198583	33556	Shortel Annual Phone System Maintenance	
2670	J-MAC RADIATOR WAREHOUSE	Streets	10.4410.425000.	Equip Supplies & Maint	1,725.00	198609	33750A	Radiator Recore	
6959	JANI-KING OF SALT LAKE	Light & Power	53.5300.424002.	Office & Warehouse	1,775.00	198610	SLC09170197	Custodians	
2719	JMR CONSTRUCTION INC	Redevelopment Agency	73.7300.426100.	Special Projects	3,045.82	198613	09052017	August 2017 Payment	
2719	JMR CONSTRUCTION INC	Storm Water	49.4900.441250.	Storm Drain Maintenance	12,896.75	198613	09052017	August 2017 Payment	
2719	JMR CONSTRUCTION INC	Streets	10.4410.473400.	Concrete Repairs	50,582.73	198613	09052017	August 2017 Payment	
4996	KEDDINGTON & CHRISTENSEN	Finance	10.4140.431100.	Legal And Auditing Fees	2,576.65	198616	2791	2nd Interim billing audit service yr end 6/30/17	
4996	KEDDINGTON & CHRISTENSEN	Light & Power	53.5300.431100.	Legal And Auditing Fees	3,317.92	198616	2791	2nd Interim billing audit service yr end 6/30/17	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	1,407.90	198619	1704	Patching	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	1,474.78	198619	1712	Patching	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	45.4410.473200.	Road Materials - Overlay	11,165.10	198619	1722	Paving from 300 So. to Moss Hill	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	45.4410.473200.	Road Materials - Overlay	12,589.40	198619	1713	Paving Indian Trail Road	
4844	LEGACY EQUIPMENT	Sanitation	58.5800.425000.	Equip Supplies & Maint	1,964.38	198622	81481	Flow Monoblock Valve	
4844	LEGACY EQUIPMENT	Sanitation	58.5800.425000.	Equip Supplies & Maint	2,380.00	198622	81447	Combo Flow Block	
3245	NATIONAL LEAGUE OF CITIES	Legislative	10.4110.421000.	Books Subscr & Mmbrshp	3,813.00	198637	127784	Member Dues for Member #0000044020	
3982	SOUTH DAVIS METRO FIRE	Fire	10.4220.431000.	Profess & Tech Services	493,902.41	198667	09052017	July 2017 payment for Fiscal Year 2017/2018	
4229	TOM RANDALL DIST. CO	Landfill	57.5700.425000.	Equip Supplies & Maint	1,510.00	198677	0262501	Oil for the Landfill	
4229	TOM RANDALL DIST. CO	Streets	10.4410.425000.	Equip Supplies & Maint	18,202.34	198677	02627002	Fuel	
9168	TRAVELERS CASUALTY	Parks	45.4510.473100.	Improv Other Than Bldgs	49,921.08	198679	T001	Project #2017001// Creekside Park #15-106	
4369	UTAH DEPT OF WORKFORCE	Light & Power	53.5300.413060.	Unemployment Reimb	2,106.63	198683	08312017	AUGUST UNEMPLOYMENT	
4450	VERIZON WIRELESS	Police	10.4210.425200.	Communication Equip Maint	1,480.67	198685	9791485626	Acct # 771440923-00001	
4530	WEAR PARTS PLUS, LLC	Landfill	57.5700.425000.	Equip Supplies & Maint	3,367.94	198686	3805	Cutter Blades & Other Misc Hardware	
TOTAL:					<u>\$ 983,284.99</u>				

Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00

Paid September 18, 2017

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
1164	ANIXTER, INC.	Light & Power	53.5300.448632.	Distribution	\$ 1,160.00	198693	3672183-00	Mini Wedges & 150 HPS Lamps
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	3,282.99	198694	76G36317	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,140.40	198694	76G36417	Tree Trimming
1294	BASLER ELECTRIC CO	Light & Power	53.5300.448627.	Echo Hyrdo	2,707.49	198695	2622723	Voltage Regulator
1393	BTS LANDSCAPING PROD	Landfill	57.5700.462400.	Contract Equipment	13,005.00	198702	21748	Subgrinding for Aug. 28 - Sept. 2017
2501	HOGAN & ASSOCIATES C	Water	51.5100.472100.	Buildings	132,104.00	198725	08312017	App.#1 Mueller Park Water Treatment Plant Upgrade
8137	LAKEVIEW ASPHALT PRO	Streets	45.4410.473200.	Road Materials - Overlay	9,036.40	198732	1744	Paving
2886	LAKEVIEW ROCK PRODUC	Water	51.5100.461300.	Street Opening Expense	1,238.27	198733	350995	Road Base
2987	M.C. GREEN & SONS IN	Water	51.5100.473110.	Water Mains	77,851.05	198737	3609	Storm Drain Project Application #6 Sept. 2017
9194	MAGNUM ELECTRONICS	Light & Power	53.5300.448641.	Communication Equipment	2,317.58	198738	0000073866	Low Band Radios
6330	MGB+A INC	Parks	45.4510.473100.	Improv Other Than Bldgs	2,745.00	198739	2017-0004	Creekside Park
3105	MHL SYSTEMS	Streets	10.4410.425000.	Equip Supplies & Maint	2,908.80	198740	17-13650	Snow Blow Blades
3105	MHL SYSTEMS	Streets	10.4410.425000.	Equip Supplies & Maint	5,997.60	198740	17-13649	Snow Plow Blades
4281	TWIN D INC.	Water	51.5100.431000.	Profess & Tech Services	2,700.00	198768	15889	Flush & Vacuum Pond
8518	VCBO ARCHITECTURE	Legislative	45.4110.466000.	Contingency	1,687.50	198775	1	Downtown Plaza// Project #17750.00
4450	VERIZON WIRELESS	Light & Power	53.5300.448641.	Communication Equipment	2,417.33	198776	9791897234	Acct # 371517689-00001
TOTAL:					<u>\$ 266,299.41</u>			

City Council Staff Report



Subject: 138 Substation, Structural Steel
Author: Allen Ray Johnson
Department: Light & Power
Date: September 26, 2017

Background

We are planning to rebuild both transformer bays in our 138 substation. This substation is located in the southwest corner of Centerville, Utah. This is our main substation where we connect to Rocky Mountain Power's system.

We are planning to rebuild the north transformer bay in the spring of 2018 and rebuild the south transformer bay in the fall of 2018. We are purchasing all of the material for both phases now. Buying all of the material at the start of the project will save us time and money. This will also keep us on schedule and will make long term maintenance easier because the equipment in both bays will match. This substation rebuild will require five "H" frame structures.

Analysis

Invitations to bid were sent out to 9 vendors. The bid results are as follows.

Manufacturer	Location of Plant	Total Bid Price	Delivery
Klute Inc.	York, Nebraska	\$140,309	16 weeks
Valmont Utility	Valley, Nebraska	\$224,970	24 weeks
Galvanizers	Fargo, North Dakota	Did not meet Spec.	

Electrical Consultants, Inc. (ECI) who is the electrical engineering firm that we have hired to assist us with our 138 Substation project has reviewed the bids and has verified that the low bid from Klute Inc. meets the specifications.

Department Review

This has been reviewed by the Power Department Staff, City Manager, and ECI.

Significant Impacts

This item is included in the 2017-18 fiscal budget and will be paid for from the Capital Work In Progress account 535300-474710.

Recommendation

Staff recommends approval of the low bid from Klute for the structural steel for a total of \$140,309.

This item will be discussed at the Power Commission meeting Tuesday morning, September 26, 2017, and we will bring their recommendation to the City Council meeting that night.

Attachments

None

City Council Staff Report



Subject: 138 Substation Group Operated Air Break Switches
Author: Allen Ray Johnson
Department: Light & Power
Date: September 26, 2017

Background

We are planning to rebuild both transformer bays in our 138 substation. This substation is located in the southwest corner of Centerville, Utah. This is our main substation where we connect to Rocky Mountain Power's system.

We are planning to rebuild the north transformer bay in the spring of 2018 and rebuild the south transformer bay in the fall of 2018. We are purchasing all of the material for both phases now. Buying all of the material at the start of the project will save us time and money. This will also keep us on schedule and will make long term maintenance easier because the equipment in both bays will match. We will need 15 sets of group operated disconnect switches for this project.

Analysis

Invitations to bid were sent out to 6 vendors. The bid results are as follows.

Local Sales Rep.	Disconnect Switch Manufacturer	Total Bid Price	Delivery
Alpha Power Systems, Inc.	SEECO	\$94,050	14 weeks
Alpha Power Systems, Inc.	Pascor	\$105,972	14 weeks
Alpha Power Systems, Inc.	Cleveland Price	\$138,622	16 weeks
Alpha Power Systems, Inc.	Hubbell Power Systems	Did not meet Spec.	

Electrical Consultants, Inc. (ECI) who is the electrical engineering firm that we have hired to assist us with our 138 Substation project has reviewed the bids and has verified that the low bid from SEECO meets the specifications.

Department Review

This has been reviewed by the Power Department Staff, City Manager, and ECI.

Significant Impacts

This item is included in the 2017-18 fiscal budget and will be paid for from the Capital Work In Progress account 535300-474710.

Recommendation

Staff recommends approval of the low bid from SEECO for the group operated switches for a total of \$94,050.

This item will be discussed at the Power Commission meeting Tuesday morning, September 26, 2017, and we will bring their recommendation to the City Council meeting that night.

Attachments

City Council Staff Report



Subject: 138 Substation Voltage Transformers
Author: Allen Ray Johnson
Department: Light & Power
Date: September 26, 2017

Background

We are planning to rebuild both transformer bays in our 138 substation. This substation is located in the southwest corner of Centerville, Utah. This is our main substation where we connect to Rocky Mountain Power's system.

We are planning to rebuild the north transformer bay in the spring of 2018 and rebuild the south transformer bay in the fall of 2018. We are purchasing all of the material for both phases now. Buying all of the material at the start of the project will save us time and money. This will also keep us on schedule and will make long term maintenance easier because the equipment in both bays will match. We will need six 138 kV voltage transformers and eight 46 kV voltage transformers for this project.

Analysis

Invitations to bid were sent out to 6 vendors. The bid results are as follows.

138 kV voltage transformers (6 required)

Local Sales Rep.	138 kV VT's Manufacturer	Total Bid Price	Delivery
Riter Engineering	GE - Alstom	\$44,328	22 weeks
Peterson Company	Trench	\$48,060	22 weeks
Codale Electric Supply, Inc.	ABB	Does not meet spec	

Electrical Consultants, Inc. (ECI) who is the electrical engineering firm that we have hired to assist us with our 138 Substation project has reviewed the bids for the 138 kV voltage transformers and has verified that the low bid meets the specifications.

46 kV voltage transformers (8 required)

Local Sales Rep.	46 kV VT's Manufacturer	Total Bid Price	Delivery
Peterson Company	Trench	\$39,840	25 weeks
Codale Electric Supply, Inc.	ABB	\$49,368	22 weeks
Riter Engineering	GE - Alstom	\$63,904	22 weeks

ECI has reviewed the bids for the 46 kV voltage transformers and has recommended that we accept the bid from ABB. The low bid from Trench is for voltage transformers that are 10" taller and weigh more than twice as much as the ABB units. This extra weight might require a redesign of the structural steel which could impact the cost of the steel and the delivery of the steel.

Department Review

This has been reviewed by the Power Department Staff, City Manager, and ECI.

Significant Impacts

This item is included in the 2017-18 fiscal budget and will be paid for from the Capital Work In Progress account 535300-474710.

Recommendation

Staff recommends approval of the low bid from Riter Engineering for six (6) GE 138 kV voltage transformers for a total cost of \$44,328, and approval of the lowest bid that meets our space and weight requirements from Codale Electric for eight (8) ABB 46 kV voltage transformers for a total of \$49,368.

This item will be discussed at the Power Commission meeting Tuesday morning, September 26, 2017, and we will bring their recommendation to the City Council meeting that night.

Attachments

None

City Council Staff Report



Subject: 138 Substation Engineering Services
Author: Allen Ray Johnson
Department: Light & Power
Date: September 26, 2017

Background

Last May we received approval of \$375,000 for Electrical Consultants, Inc. (ECI) to provide the engineering services to assist us with a complete rebuild of one of the two transformer bays in our 138 substation. This substation is located in the southwest corner of Centerville, Utah. This is our main substation where we connect to Rocky Mountain Power's system.

We were planning to replace the smaller of the two transformers and rebuild the entire transformer bay. Shortly after receiving this approval we identified a problem with the larger of the two transformers in the substation. We are planning to replace the larger transformer and rebuild that bay in the spring of 2018 and then replace the smaller transformer and rebuild that bay in the fall of 2018. We have also added the construction of a new control building to the project.

ECI has provided an updated cost for the engineering services that will cover the additional work. The total not to exceed cost is now \$485,000 which is an increase of \$110,000.

Analysis

The completion of the 138 Substation upgrade will significantly increase our system capacity and reliability. This upgrade should handle the city load for many years to come unless there is a major change in load growth within the city. We do have room to add a third transformer bay should the need arise in the future.

Department Review

This has been reviewed by the Power Department Staff and City Manager.

Significant Impacts

The majority of this engineering cost will be paid for out of the 2017-18 budget year from account 535300-474710, 138 Trans Substation. About \$19,000 has been paid out of last budget year for engineering services that were completed before July of this year. Some of the engineering services will be paid out of the 2018-19 budget year because the construction support, commissioning, and as-built drawings for the second bay will be completed in the fall of 2018.

Recommendation

Staff recommends the approval of the additional cost from ECI of \$110,000 for engineering services to rebuild both bays and a control building at the 138 Substation for a not to exceed total of \$485,000.

This item will be discussed at the Power Commission meeting Tuesday morning, September 26, 2017, and we will bring their recommendation to the City Council meeting that night.

Attachments

None

City Council Staff Report

Subject: Trip Hazard Elimination Contract Renewal
Author: City Engineer
Department: Engineering
Date: Sept 26, 2017



Background

Since 2001 Bountiful City has used Precision Concrete Cutting as our Sole Source provider for sidewalk Trip Hazard cutting and elimination. This has been a very popular and successful way of removing uneven places in sidewalks without the high cost of complete removal and replacement of the concrete. We have covered every sidewalk in the city once but because trees keep growing and walks keep moving, we are in the process of reexamining and cutting the city sidewalks a second time.

Analysis

Precision Concrete Cutting is the sole source provider for the type of service we require because the company founder developed the tools and method of concrete cutting that results in the smooth transitions that are desirable for sidewalk travel. Precision Concrete Cutting now owns several patents that make them the sole source for this process. The attached memo from Aaron Olliver, President of Precision Concrete Cutting explains the patents that cover their work. We have explored other processes in the past and have found the results to be very rough and undesirable.

Precision Concrete Cutting is proposing a cost of:

\$25.45/ inch-ft. (4.09% increase)

The 2015 price was \$24.45/inch-ft.

I have attached a copy of the proposal for your review.

The Streets department has reduced their budget for this item from \$100,000 to \$80,000. Precision concrete has been through town twice now, and even though they continue to find trouble spots, we are planning to use more money for those spots which are raised so much that they can't be repaired by cutting. Also, the homeowner participation program continues to increase in popularity and we don't want to turn potential participants away for lack of city funds to match their contributions.

Department Review

This proposal has been reviewed by the City Engineer/Public Works Director.

Recommendation

I recommend that the Council accept the proposal of Precision Concrete Cutting to provide Trip Hazard Elimination at the unit price of \$25.45 per inch-foot as proposed.

Significant Impacts

None

Attachments

Precision Concrete Cutting Sole Source Disclosure

Precision Concrete Cutting 2017 Price Proposal



July 17, 2013

Paul C. Rowland, Engineer
Bountiful City
790 South 100 East
Bountiful, UT 84011

RE: Patent information

Dear Mr. Rowland:

Due to the nature of our business and our patented equipment and methods, frequently we have been asked to provide a letter stating that our technology relies upon patents that have been issued by the US Patent and Trademark office.

Precision Concrete Cutting is the only company authorized to use the patented equipment and method for removing sidewalk trip hazards as described by the following patent numbers:

U.S. Pat. No. 6,827,074
U.S. Pat. No. 6,896,604
U.S. Pat. No. 7,000,606
U.S. Pat. No. 7,143,760
U.S. Pat. No. 7,201,644
U.S. Pat. No. 7,402,095

Precision Concrete Cutting is the sole-sourced provider of these patents. If you have any questions or comments please feel free to give me a call.

Regards,

Aaron C. Ollivier
President
Precision Concrete Cutting
3191 N. Canyon Rd
Provo, Utah 84604
(801) 373-3990





Contact: Jared Taylor
Mobile: 801.369.6635
Fax: 801.855.7150

SIDEWALK TRIP HAZARD REPAIR PROGRAM PROPOSAL: Bountiful City Rate FY 2017/2018



Presented to: Paul Rowland
July 2017

The information in this summary is confidential, and is to be used only by the intended recipient and Precision Concrete Cutting in evaluating the project. Any copying or unauthorized disclosure of this information is prohibited.



COMMITMENT SUMMARY

COST SAVINGS

We'll repair your sidewalks for 70-90% less than sidewalk replacement, which means you can do more for your community for less.

A.D.A. COMPLIANCE

Patented technology that brings sidewalks into ADA compliance

CLEAN

Our patented containment system captures dust and debris to bring you the cleanest process available.

SAFE

Decrease liability on your pedestrian walkways

DETAILED REPORTING

We track our jobs with honesty and integrity. Invoices show measurements, locations and cost for each hazard.

LOW IMPACT

Efficient systems with an average removal time of 20 minutes, no sidewalk closures.

FULL SERVICE CONTRACTOR

Complete GIS integration, mapping, etc.



ENVIRONMENTAL IMPACT EXAMPLE: As a member of the U.S. Green Building Council (USGBC) we are proud of the fact that we reduce the impact to landfills and the environment as a result of our service.

Removing and replacing 100 panels would result in approximately 118,500 pounds or 59 tons of concrete being removed (average panel weight of 1185 pounds).

Using Precision Concrete Cutting for 100 trip hazards results in 0.3 tons of concrete removed and recycled, approximately 141 gallons of gasoline saved, and a reduction of 1.3 metric tons of Co2.



Trip Hazard Removal Pricing Schedule

Americans with Disabilities Act requires all trip hazards over 1/4 inch to have edge treatment. Our maximum size of trip hazard we prefer to remove is no higher than 2 inches. Cities typically give us specific areas to work in and have us remove all trip hazards between 1/4 inch and 2 inches. The city is to determine the specifications of removing the height of trip hazards. Slabs that contain cracks beyond repair and slabs that contain Spalling will not have trip hazards removed and will be marked on the invoice for replacement. All work performed is at the required 1:12 ratio.

These prices assume we will be cutting in a specific area and do not require mobilization from one area to another. Most cities plot out continuous street blocks for us to work on.

Our rates include marking out the height of each trip hazard, recording the address where the trip hazard is located and mapping on a city map where all trip hazards have been removed.

Proposed Breakdown

Quantity of Trip Hazards to be Repaired	2,700 - 3,000 (depending on the average inch feet)
Total Lineal Feet to be Cut	300-450 (depending on the average inch feet)
Total Inch Feet to be Cut	4,090
Price per Inch Foot	\$25.45
Proposed Budget	\$100,000




- ✓ EXCEEDS ADA COMPLIANCE
- ✓ MOST COST-EFFECTIVE
- ✓ CLEANEST PROCESS
- ✓ HIGHEST QUALITY
- ✓ DETAILED REPORTING
- ✓ SERVICING NORTH AMERICA



PRECISION CONCRETE CUTTING
Trip Hazard Removal Specialists

MAKING SIDEWALKS MORE WALKABLE FOR PEDESTRIANS EVERYDAY.



INNOVATION

- Patented technology
- Smart phone app
- GPS survey maps



ENVIRONMENTAL RESPONSIBILITY

- Patented system captures any dust and debris
- Small equipment reduces noise and CO2 emissions
- All concrete removed is recycled



SIDEWALK TRIP HAZARD



LIABILITY REMOVED

Our repairs :

- Are ADA compliant
- Remove the liability
- Don't cause disruptions
- Make sidewalks safe

AFFORDABILITY

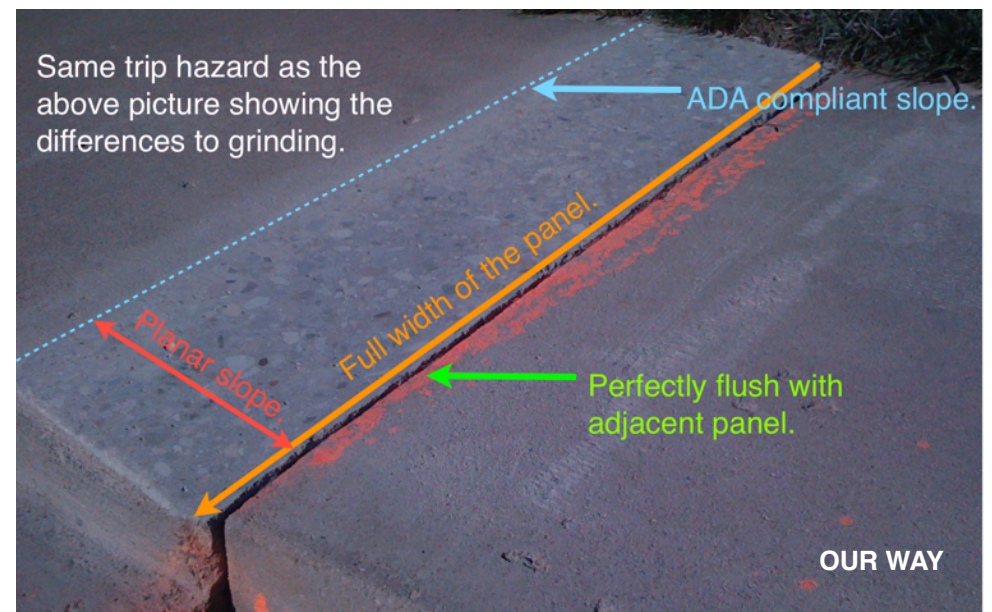
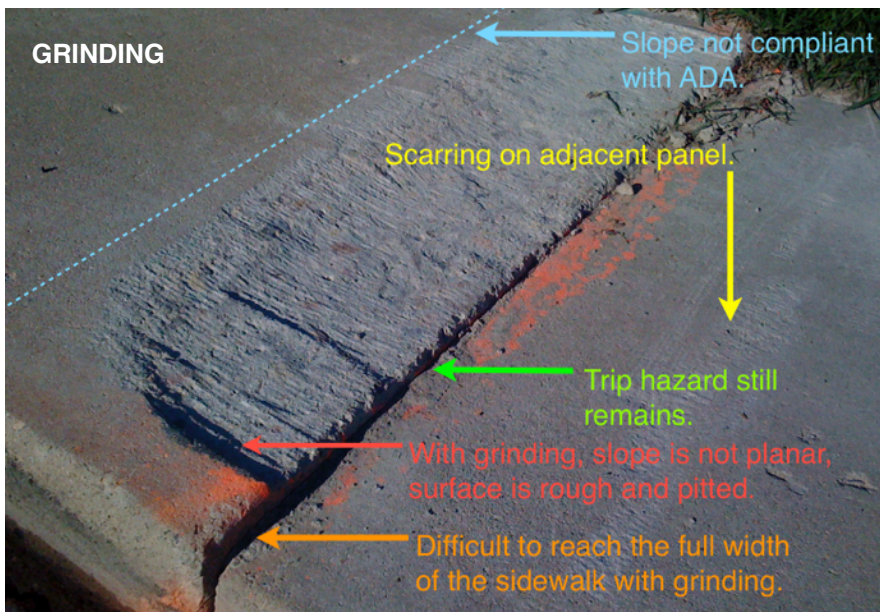
Sidewalk repairs typically save you 70 - 90% compared with sidewalk replacement.

We saved our customers over \$75,000,000 last year!

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THE PRECISION CONCRETE CUTTING DIFFERENCE

Our patented technology and innovative sidewalk repairs process leaves you with a beautiful, smooth surface that is ADA compliant - a result you can't get with grinding. Plus, our method saves you money!



PRECISION CONCRETE CUTTING REPAIRS



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