

# BOUNTIFUL CITY COUNCIL MEETING

## TUESDAY, November 21, 2017

### Regular Session – 3:30 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. 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.

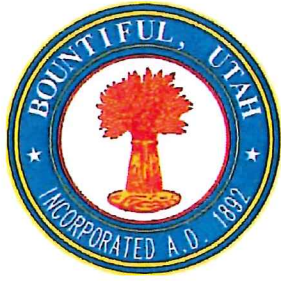
If you are not on the agenda, the Council will not be able to discuss your item of business until another meeting. For most items it is desirable for the Council to be informed of background information prior to consideration at a Council meeting. If you wish to have an item placed on the agenda, contact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

### AMENDED AGENDA

#### 3:30 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. *Consider approval of Resolution 2017-09 allowing John Marc Knight to attend the Tuesday, September 21, 2017 regular session City Council meeting electronically – Mr. Clint Drake*
4. Approve minutes of previous meeting – October 24, 2017
5. Council Reports
6. BCYC Report
7. Consider approval of:
  - a. Weekly expenditures > \$1,000 paid October 16, 23 & 30, 2017
  - b. September 2017 Financial Report
8. Consider approval of the 2017 General Election results as prepared by the Davis County Clerk/Auditor's office. (A special meeting of the Canvass Board will be held on November 21 for the canvass if all ballots have not been accounted for by meeting time) – Mr. Gary Hill
9. Presentation of the fiscal year 2017 Comprehensive Annual Financial Report (CAFR) and independent audit - Mr. Tyson Beck & Mr. Gary Keddington (Partner, Independent CPA Firm)
10. Consider approval of the bid from Cache Valley Electric in the total amount of \$2,595,268 for General Contracting services for the rebuilding of the 138 substation – Mr. Allen Johnson
11. Consider approval of the bid from Specialty Electronics, Inc. for relay panels for the 138 substation in the amount of \$157,130 – Mr. Allen Johnson
12. Consider approval of change orders for the metering CTs and arrester upgrade on the 138 Substation by Virginia Transformer in the amount of \$52,300 – Mr. Allen Johnson
13. Consider approval of the Real Estate Purchase Agreement for property located at approximately 120 South and 200 West, Bountiful – Mr. Clint Drake
14. Name of the children's area in the Bountiful City Cemetery – Mr. Galen Rasmussen
15. Video streaming of public meetings – Mr. Alan West
16. Adjourn

  
City Recorder



# BOUNTIFUL

City of Beautiful Homes and Gardens

## BOUNTIFUL CITY, UTAH RESOLUTION NO. 2017-09

**MAYOR**  
Randy C. Lewis  
CITY COUNCIL  
Kendalyn Harris  
Richard Higginson  
Beth Holbrook  
John Marc Knight  
John S. Knight  
CITY MANAGER  
Gary R. Hill

### A RESOLUTION ALLOWING COUNCILMAN JOHN MARC KNIGHT TO ATTEND THE TUESDAY, NOVEMBER 21, 2017 REGULAR SESSION CITY COUNCIL MEETING ELECTRONICALLY

WHEREAS, Utah Code Annotated §52-4-207 prohibits a public body from holding an electronic meeting unless the public body has adopted a resolution, rule of ordinance governing the use of electronic meetings; and

WHEREAS, Councilman John Marc Knight will not be able to physically attend the November 21, 2017 Bountiful City Council Meeting due to commitments requiring him to travel out of state; and

WHEREAS, a request has been made by a member of the Bountiful City Council to authorize Councilman Knight to attend the November 21, 2017 meeting via telephone or other electronic means, and

WHEREAS, Councilman Knight desires to attend the November 21, 2017 Bountiful City Council Meeting and can do so via telephone or other electronic means; and

WHEREAS, the November 21, 2017 Bountiful City Council Meeting will only proceed if a quorum is physically present at the location and time that has been publicly noticed; and

WHEREAS, the Bountiful City Council finds that it is in the best interests of Bountiful City to authorize Councilman Knight to electronically attend the November 21, 2017 Bountiful City Council Meeting via telephone or other electronic means.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Bountiful City, Utah, as follows:

**Section 1. Authorization.** Bountiful City Councilman John Knight is hereby authorized to attend the November 21, 2017 Bountiful City Council Meeting via telephone or other electronic means.

**Section 2. Effective date.** This Resolution shall take effect immediately upon passage.

**APPROVED, PASSED AND ADOPTED BY THE BOUNTIFUL CITY COUNCIL THIS 21<sup>st</sup> DAY OF NOVEMBER, 2017.**

\_\_\_\_\_  
Randy C. Lewis, Mayor

ATTEST:

\_\_\_\_\_  
Shawna Andrus, City Recorder

**Election Summary Report**  
**Davis County**  
**Municipal General Election**  
**Held November 7, 2017**  
**Summary For Jurisdiction Wide, All Counters, Bountiful City**  
**Official Results**

Date: 11/14/17  
 Time: 13:58:11  
 Page: 1 of 1

Registered Voters 151603 - Cards Cast 10929 7.21%

Num. Report Precinct 201 - Num. Reporting 201 100.00%

| Bountiful City Mayor |             | Total |         |
|----------------------|-------------|-------|---------|
| Number of Precincts  |             | 31    |         |
| Precincts Reporting  |             | 31    | 100.0 % |
| Times Counted        | 10929/23627 |       | 46.3 %  |
| Total Votes          |             | 10857 |         |
| COLLINWOOD           |             | 5276  | 48.60%  |
| LEWIS                |             | 5581  | 51.40%  |

| Bountiful City Council |             | Total |         |
|------------------------|-------------|-------|---------|
| Number of Precincts    |             | 31    |         |
| Precincts Reporting    |             | 31    | 100.0 % |
| Times Counted          | 10929/23627 |       | 46.3 %  |
| Total Votes            |             | 17881 |         |
| HUTCHINGS              |             | 4573  | 25.57%  |
| HARRIS                 |             | 7167  | 40.08%  |
| SIMONSEN               |             | 6141  | 34.34%  |

# **BOUNTIFUL CITY COUNCIL MEETING**

## **TUESDAY, November 14, 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. Name of the children’s area in the Bountiful City Cemetery – Mr. Galen Rasmussen p. 3
2. Video streaming of public meetings – Mr. Alan West p. 5

#### **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 – October 24, 2017 p. 7
4. Council Reports
5. BCYC Report
6. Consider approval of:
  - a. Weekly expenditures > \$1,000 paid October 16, 23 & 30, 2017 p. 13
  - b. September 2017 Financial Report p. 17
7. Consider approval of the 2017 General Election results as prepared by the Davis County Clerk/Auditor’s office. (A special meeting of the Canvass Board will be held on November 21 for the canvass if all ballots have not been accounted for by meeting time) – Mr. Gary Hill p. 31
8. Presentation of the fiscal year 2017 Comprehensive Annual Financial Report (CAFR) and independent audit - Mr. Tyson Beck & Mr. Gary Keddington (Partner, Independent CPA Firm)p. 33
9. Consider approval of the bid from Cache Valley Electric in the total amount of \$2,595,268 for General Contracting services for the rebuilding of the 138 substation – Mr. Allen Johnson p. 35
10. Consider approval of the bid from Specialty Electronics, Inc. for relay panels for the 138 substation in the amount of \$157,130 – Mr. Allen Johnson p. 37
11. Consider approval of change orders for the metering CTs and arrester upgrade on the 138 Substation by Virginia Transformer in the amount of \$52,300 – Mr. Allen Johnson p. 39
12. Consider approval of the Real Estate Purchase Agreement for property located at approximately 120 South and 200 West, Bountiful – Mr. Clint Drake p. 41
13. Adjourn

  
\_\_\_\_\_  
City Recorder



# City Council Staff Report



**Subject:** Discussion – Name of the existing children’s area of the Cemetery  
**Author:** Galen D. Rasmussen, Assistant City Manager  
**Department:** Executive  
**Date:** November 14, 2017

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## **Background**

Since 1967, the Bountiful City Cemetery has designated and maintained an area of the Cemetery specifically for burials of infants and small children with reduced size grave spaces (approximately 3 feet by 4 feet). Given the physical size of the designated burial spaces the area is effectively and practically limited to burial of infants and children from birth to two years of age. Approximately 400 infants and small children have been buried in this designated area from 1967 to 2017 which averages about 10 spaces used per year. With placement of the new granite statue base and the statue (which now occupies approximately 9 to 12 former burial spaces) there are about 170 spaces remaining in the area for infant and small child burials.

Children may be buried in any part of the cemetery. Given the number of burials completed since 1854, it would be fair to state that there are as many, if not more, infants and small children buried in other areas of the Cemetery property as there are currently buried in the designated infant/child area.

The infant and child area of the Bountiful Cemetery nonetheless is a location that deserves particular respect and tenderness. How it is viewed and referred to should reflect these values. For many years, some have referred to the infant area of the Cemetery as “babyland.” With the installation of the new statue, the question of renaming this area has been suggested. This report is to discuss if the Council would like to formally name the area or simply refrain from calling it “babyland.”

## **Analysis**

The commemorative plaque prepared for the occasion of dedicating the Cemetery Statue located in the infant and child area carries wording which refers to the overriding purpose of the Statue. That wording and purpose is, “This memorial stands to honor all of the babies and children buried in this cemetery, no matter the location. It serves as a reminder to all that the lives of these little ones matter, they are dearly loved, and they will never be forgotten.”

The intent of naming a selected area of the Cemetery to honor a specified group, in this case infants and small children, is honorable and commendable. However, in doing so, there are some individuals and families that may conceivably feel uncomfortable with a particular name. City staff met recently to review this issue and see if there is a more appropriate name for the area. The working group was given three criteria to guide naming suggestions. Any description of the area should be:

- Simple
- Respectful and
- Self-Explanatory

Considering the foregoing, and the difficulty in finding a name that meets the criteria and does not offend, staff recommends not naming the area at all.

The current practice of identifying burial locations for patrons using existing Cemetery street names and then recording of grave sites using a consistent system of plat, section and space numbering has proven to be an effective means of managing and recording burial spaces. The practice is also consistent with those practices followed by a majority of other municipal cemeteries. Patrons needing direction to the designated infant and child area of the Cemetery could then be guided by staff to that area using a verbal reference to the street name and a mention of the “infant” or “child” area.

If the Council desires a name for the areas, staff recommends some of the following as possible solutions:

- Infant Area
- Baby Area
- Infant Memorial Area
- Baby Memorial Garden

### **Department Review**

This report has been reviewed and approved by the Parks Director and City Manager.

### **Recommendation**

The City Council should provide direction on naming, or refraining from naming, the infant area of the Cemetery. Staff recommends that the area not be officially named, or be referred to by one of the suggestions above.

### **Significant Impacts**

Naming of one area for a particular purpose or group, could become a precedent setting action which may lead to other public or private requests for Cemetery location names in the future. There are currently no Council policies or staff administrative procedures in effect to govern and implement a naming process for locations within the Cemetery.

### **Attachments**

Cemetery Statue Recognition Plaque (currently on display in the Cemetery Office)

# City Council Staff Report

**Subject:** Video Streaming of City Meetings  
**Author:** Alan West  
**Department:** Information Technology  
**Date:** November 14, 2017



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## **Background**

Bountiful City Council has requested that the Information Technology Department research options to provide live video streaming of City Council meetings.

## **Analysis**

As we researched possible solutions, the following requirements were identified:

1. The solution must be relatively inexpensive
2. The solution will provide a fixed-camera view of both the City Council Chambers and the Planning Conference Room
3. The solution will provide the ability to broadcast city council meetings to overflow locations
4. The solution will provide either “Record and Store” or “Stream and Store” capabilities (depending on direction from the Council)
5. The solution must be integrated into the audio system in the council chambers
6. The solution will provide tools to analyze usage or “viewership”
7. The solution will be easy to use and will not require extra staff

We contacted several cities, met with vendors and researched online resources. Several solutions were found ranging from a couple thousand dollars to over \$20,000. We determined that the lowest-cost solutions provided lower quality and required a greater amount of management. On the high end we saw very advanced features such as “bookmarks”, PowerPoint (or projector) integration, camera control, etc. But we felt that even at the higher cost, the solutions didn’t provide any more transparency than the solution proposed below.

## **Overview of the Equipment and Process**

The solution the Information Technology Department is recommending is currently being used by several Utah cities including Kaysville. It is based on cameras manufactured by Axis Communications. This video streaming system consists of cameras to be mounted in both the City Council Chambers and the Planning Conference Room. The camera in the Council Chambers will be tied into the existing sound system while the camera in the Planning Conference Room will simply use a built-in microphone.



A wall-mounted video activation button will be installed in each room and will be tied to each camera separately. Simply pressing the button will turn on the camera and immediately begin a live YouTube broadcast.

Bountiful City will create a YouTube channel and all videos will be recorded and stored on that YouTube channel. A web link will be created on our website so citizens can easily hit a button to “View Live Meeting”. Citizens will also be able to review previously recorded meetings by simply going to “Agendas, Packets and Minutes” and selecting the link to the “Video Archive”. One more advantage of using YouTube is that viewers can subscribe to the “Bountiful Live” channel and can customize notification settings to be informed of new recordings.

Finally, we feel that the recommend solution will be relatively inexpensive (about \$5,000), easy to implement, easy to manage and will have no foreseeable ongoing costs.

|  |                          |
|--|--------------------------|
| 1 – Axis V5915 Network Surveillance Camera (Council Chambers)  | \$2,800.00               |
| 1 – Axis AXIS M5014 Dome Network Camera (Conference Room)      | 600.00                   |
| 2 – CamStreamer software licenses @ \$299                      | 598.00                   |
| 2 – Wall–mount video activation buttons @ \$150                | 300.00                   |
| Estimated installation equipment and labor:                    | <u>800.00</u>            |
| - Install 110V electrical outlets in ceilings for both cameras |                          |
| - Install wall-mount video activation buttons in both rooms    |                          |
| <b>TOTAL:</b>  | <b><u>\$5,098.00</u></b> |

### **Department Review**

Staff from the Information Technology Department compiled the research information and reviewed all options with the City Manager.

### **Significant Impacts**

Some positive impacts of providing video streaming of public meetings include:

- Access to public meetings improves transparency and trust
- Although remote viewing may not increase direct engagement with local government, it will allow citizens to be more informed
- Recordings can be available for citizens to view on their schedule
- Potential reduction of GRAMA requests

Online Video Streaming was not contemplated in the current fiscal year, but funds are available in the Legislative Budget as long as the cost is not excessive.

### **Recommendation**

Staff requests that Council provide direction on (1) whether to purchase the recommended equipment, and (2) if the Council prefers the “record and share later” or the “stream live” approach.

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Minutes of the  
BOUNTIFUL CITY COUNCIL

October 24, 2017 – 6:00 p.m.

13 Present: Mayor Randy Lewis  
14 Councilmembers Kendalyn Harris, Richard Higginson, Beth Holbrook,  
15 John Marc Knight, John Pitt  
16 City Manager Gary Hill  
17 Asst. City Manager Galen Rasmussen  
18 City Attorney Clinton Drake  
19 City Planner Chad Wilkinson  
20  
21 Department Directors/Staff:  
22 Planning Commission Sean Monson, Von Hill, Jesse Bell, Thomas Smith,  
23 Sharon Spratley  
24 Water Director Mark Slagowski  
25 Finance Director Tyson Beck  
26 Police Lieutenant Dave Edwards  
27 Recording Secretary Nikki Dandurand  
28

29 Official notice of the City Council Meeting was given by posting an agenda at City Hall and on  
30 the Bountiful City Website and the Utah Public Notice Website and by providing copies to the  
31 following newspapers of general circulation: Davis County Clipper and Standard Examiner.  
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**Joint Planning Commission/City Council Work Session – 6:04 p.m.**  
**Planning Conference Room**

Mayor Lewis welcomed those in attendance and called the session to order at 6:04 p.m.

**DISCUSSION ON DOWNTOWN ZONE DESIGN STANDARDS – MR. CHAD WILKINSON**

Mr. Wilkinson stated the Council adopted a resolution at the last City Council meeting, but wanted additional clarification and revisions. The two major issues that will be discussed tonight are height requirements and architectural features. Councilman Higginson asked who had prepared the resolution. Mr. Wilkinson stated that he made the suggested changes. Councilman Higginson asked who was involved in the 2006/08 resolution. Mr. Wilkinson responded that several people and groups were involved with the draft and final resolution. Councilman Higginson asked if Envision Utah is a density minded group. Mr. Wilkinson answered that they are not.

Mr. Wilkinson stated that the absence of a standard can be an issue in development. The current height code has standards and something to regulate it by. If the current language does not describe the certain look and feel that is wanted, then it needs to be changed to reflect that. If the language is not changed, the developer can do whatever they want that they interpret is within the description given. Councilwoman Holbrook asked what other cities go by a ratio height. Mr. Wilkinson replied that most cities do, with no restrictions on stories, just height. Councilman Knight asked if Mr. Wilkinson had received and reviewed his changes to the code. Mr. Wilkinson said yes. Mr. Jesse Bell commented that height doesn't necessarily need to be the focus, but rather the

1 character. The original footprint is important and we need to keep it consistent with the  
2 neighborhood. The Council and Planning Commission members discussed green screen landscaping  
3 options as a visual buffer, if higher buildings were built. Mr. Gary Hill stated that funding to  
4 maintain those additional features would need to be added. Mr. Wilkinson stated that the transition is  
5 important as well, and is a policy decision at this point. Mr. Wilkinson also stated that the use of  
6 elevators in new buildings are not required, but can be used within the building code if needed.  
7 Councilman Higginson stated the original resolution was a product of recommendations and there  
8 was no continuity after it passed. It was not prepared by an anti-density group, but residents.  
9 Councilwoman Harris asked if ownership could be required in the code. Mr. Wilkinson responded  
10 that it is not an option. Mr. Wilkinson stated that parking will affect density and the features required  
11 to match a single family home environment should be considered. More flexibility should be  
12 allowed. Mr. Bell said the current definition is too ambiguous. Councilwoman Harris asked if it is  
13 harder to define what the developers can or cannot do. Councilwoman Holbrook replied it would be  
14 easier to define what they can do. Mr. Wilkinson stated that clear standards are needed. Councilman  
15 Knight added that they don't need to be told to follow it explicitly, but they need to conform. Mr.  
16 Bell asked if they should define how many or what percent of the code should match the standard.  
17 Mr. Hill said he agrees with Mr. Wilkinson that it will take more time to decide on standards for the  
18 developers. It will not be a quick decision but will be more beneficial if it is done right. Mayor  
19 Lewis suggested having more flexibility in the material products in the future and asked another  
20 developer that was in the audience his opinion. The developer replied that the developers and design  
21 committees he works with, work hand in hand during projects. Mr. Hill asked the Council and  
22 Planning Commission members how tied they are to a single family design or can they be more  
23 flexible. Mr. Bell answered they can be more flexible, include a better definition of the materials  
24 used for doors, windows, etc. and have better function and use with front facing doors, possibly more  
25 brick to the exterior. Councilwoman Holbrook agreed and said that to keep the fluidity of the area,  
26 the materials agreed upon can do that. Councilman Higginson gave his recommendations for the  
27 height issue. Mr. Wilkinson summarized that everyone agrees for more flexibility on the residential  
28 standards and more architectural features than graphic. Ms. Spratley stated she would like to keep  
29 some of the ratios in place, but not necessarily a whole city block. Mr. Bell concluded that front  
30 facing buildings would be safer and better well kept.

31  
32 **Regular Meeting – 7:03 p.m.**  
33 **City Council Chambers**  
34

35 Mayor Lewis called the meeting to order at 7:03 p.m. and welcomed those in attendance.  
36 Peyton Hall, local scout, led the Pledge of Allegiance; President Craig Smith, Val Verda Stake, gave  
37 an opening prayer.

38  
39 **PUBLIC COMMENT**

40 No comments were made.

41  
42 **APPROVE MINUTES OF PREVIOUS MEETING – OCTOBER 10, 2017**

43 Mayor Lewis presented the minutes from the previous meeting. Councilman Pitt moved to  
44 approve the minutes and Councilwoman Holbrook seconded the motion. Voting was unanimous with  
45 Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting “aye”.

1 **COUNCIL REPORTS**

2 Councilman Pitt and Knight both commented on the new Creekside Park and are anxious for  
3 the official opening.  
4

5 **CONSIDER APPROVAL OF WEEKLY EXPENDITURES > \$1,000 PAID OCTOBER 2 & 9,**  
6 **2017**

7 Mayor Lewis presented the expenditures and asked for a motion to approve. Councilwoman  
8 Harris asked about an invoice for October 9, 2017. City staff will look into it. Councilman  
9 Higginson moved to approve the weekly expenditures and Councilman Knight seconded the motion.  
10 Voting was unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting  
11 “aye”.  
12

13 **RECOGNITION OF CEMETERY STATUE PROJECT DONORS – MR. GALEN**  
14 **RASMUSSEN**

15 Mr. Rasmussen recognized five of the donors that contributed to the cemetery statue fund.  
16 Mayor Lewis presented letters of recognition to those in attendance. Councilman Knight stated that  
17 the statue is larger than life size and is a wonderful addition to the cemetery.  
18

19 **RECOGNITION OF EMMA DUGAL (SUMMERFEST), JANE JOY (CHALK ART**  
20 **FESTIVAL) AND MIKE MURPHY (FARMER’S MARKET) – MAYOR RANDY LEWIS**

21 Mayor Lewis recognized Emma Dugal for her incredible contributions and help with  
22 Summerfest. Ms. Dugal said a few words to the Council and expressed her appreciation for their  
23 support and the various departments. Councilwoman Holbrook stated she has worked with Ms.  
24 Dugal for close to ten years and is amazed at her impact in the community. Councilman Pitt wished  
25 to thank her as well, and the global effect she has had with all the international dancers coming to  
26 Bountiful.

27 Mayor Lewis invited Jane Joy up to the podium and expressed his appreciation for Chalk Art,  
28 open mic night and other activities that she coordinates. Ms. Joy said a few words and wished to  
29 thank the City for their support that enables her to do what she loves.

30 Mayor Lewis mentioned Mike Murphy and the great impact he has had with his shop  
31 downtown, the Downtown Merchants Association and coordinating the Farmer’s Market. Mr.  
32 Murphy was unable to attend tonight, but a round of applause was given to him.  
33

34 **RECOGNITION OF BOUNTIFUL’S CERT (COMMUNITY EMERGENCY RESPONSE**  
35 **TEAM) PROGRAM – LT. DAVE EDWARDS**

36 Lt. Edwards stated that hundreds of volunteers participate in courses to assist with emergency  
37 response situations, but there are eleven volunteers that recently won a county award. Lt. Edwards  
38 invited Mr. Rob Hunter to the podium and the members of the elite CERT team. Those residents  
39 came forward and presented the trophy to the City. It is a traveling trophy and the City can display it  
40 for the next two years. Mayor Lewis commended those that competed and jokingly pledged them to  
41 win it for the next ten years. Councilwoman Holbrook wished to express her appreciation to Mr.  
42 Hunter and has enjoyed serving with him for the past seven years.  
43

44 **CONSIDER PRELIMINARY AND FINAL SITE PLAN APPROVAL FOR THE**  
45 **CONSTRUCTION OF A NEW TELECOMMUNICATIONS TOWER AT 474 E. HIDDEN**

1 **LAKE CIRCLE, JUSTIN HADLEY REPRESENTING AT&T, APPLICANT – MR. CHAD**  
2 **WILKINSON**

3 Mr. Wilkinson stated Bountiful’s Land Use Ordinance requires site plan approval by the City  
4 Council for improvements to City owned property with recommendation from the Planning  
5 Commission, but no public hearing is required. The site is already developed with two existing  
6 towers. One is owned by the City of North Salt Lake and the other is an AM/FM repeater tower.  
7 Neither of the existing towers is used for telecommunications purposes. The proposal includes the  
8 installation of a 60-foot high telecommunications monopole tower along with antenna. The  
9 application also includes the installation of a fenced equipment area approximately 50 feet by 50 feet  
10 in area (2,500 square feet). The applicant proposes to install their antennae at a height of  
11 approximately 34 feet with pole area available above their antenna for the collocation of equipment  
12 by other providers in the future. Collocation is encouraged by City Code in order to minimize the  
13 number of towers in the City. The tower and equipment will be accessed via an existing access road  
14 that services the reservoir and existing towers. Councilman Higginson added that they do not want to  
15 encroach on Forest Service area, so they will be accessing the tower on City property. Councilman  
16 Higginson made a motion to approve the preliminary and final site plans and Councilman Knight  
17 seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson, Holbrook,  
18 Knight and Pitt voting “aye”.

19  
20 **CONSIDER APPROVAL OF THE PURCHASE OF A FORD F150 PICKUP TRUCK FROM**  
21 **PERFORMANCE FORD IN THE AMOUNT OF \$33,258 – MR. MARK SLAGOWSKI**

22 Mr. Slagowski stated his department only needed to replace one piece of equipment, which is  
23 included in the 2017-18 budget. They received State contract and fleet pricing from Salt Lake Valley  
24 Dodge, Young Chrysler Jeep Dodge and Performance Ford in Bountiful. Staff recommends Council  
25 approve an amount of \$33,258 for the F150 pickup truck from Performance Ford. The truck it is  
26 replacing will be sold. Councilwoman Harris made a motion to approve the purchase and  
27 Councilman Higginson seconded the motion. Voting was unanimous with Councilpersons Harris,  
28 Higginson, Holbrook, Knight and Pitt voting “aye”.

29  
30 Councilman Higginson wished to thank Lt. Edwards again for his help and training with the  
31 CERT team and to all those recognized tonight; they do incredible things in the community and  
32 everyone benefits from them.

33  
34 **ADJOURN TO A CLOSED SESSION TO DISCUSS THE ACQUISITION OR SALE OF**  
35 **REAL PRPPERTY, PENDING LITIGATION AND/OR TO DISCUSS THE CHARACTER**  
36 **AND/OR COMPETENCY OF AN INDIVIDUAL(S) (UTAH CODE §54-4-205)**

37 Councilman Higginson made a motion to move to a closed session of City Council,  
38 Councilman Pitt seconded the motion. Voting was unanimous by a roll call vote with Councilpersons  
39 Harris, Higginson, Holbrook, Knight and Pitt all voting “aye”.

40  
41 Mayor Lewis adjourned the regular session of the City Council at 7:45 p.m.  
42  
43

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*Mayor Randy Lewis*

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*City Recorder*



# City Council Staff Report

**Subject:** Expenditures for Invoices > \$1,000.00 paid  
October 16, 23 & 30, 2017

**Author:** Tyson Beck, Finance Director

**Department:** Finance

**Date:** November 6, 2017



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## **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 October 16, 23 & 30, 2017.



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

**Paid October 16, 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>                               |
|---------------|------------------------------|-------------------------|-----------------|--------------------------------|----------------------|-----------------|----------------|--|
| 1425          | BOUNTIFUL HISTORICAL SOCIETY | Legislative             | 10.4110.492070. | Contr-Btfl Historical Soc      | \$ 25,000.00         | 199130          | 10132017       | Historical Preservation of Bountiful Museum      |
| 1425          | BOUNTIFUL HISTORICAL SOCIETY | RAP Tax                 | 83.8300.426100. | Special Projects               | 12,937.20            | 199131          | 10132017A      | RAP Tax Allocation to Relocate Willey Cabin      |
| 1447          | BP ENERGY COMPANY            | Light & Power           | 53.5300.448611. | Natural Gas                    | 133,473.43           | 199134          | 1448454        | Natural Gas                                      |
| 4874          | BUGNAPPERS (THE)             | Cemetery                | 59.5900.426000. | Bldg & Grnd Suppl & Maint      | 3,250.00             | 199136          | 319406         | Service Call/ Sprayed for Bugs                   |
| 9272          | CROW MOBILE SERVICE          | Landfill                | 57.5700.425000. | Equip Supplies & Maint         | 1,185.86             | 199154          | 248            | Dozer  |
| 9272          | CROW MOBILE SERVICE          | Landfill                | 57.5700.425000. | Equip Supplies & Maint         | 2,663.86             | 199154          | 236            | CAT Compactor                                    |
| 1836          | CUSTOM FENCE CO.             | Parks                   | 10.4510.426000. | Bldg & Grnd Suppl & Maint      | 1,520.00             | 199157          | K5322          | Chain Link Fence                                 |
| 1845          | D & L SUPPLY                 | Water                   | 51.5100.448400. | Dist Systm Repair & Maint      | 2,250.00             | 199160          | 0000068788     | Valve Boxes                                      |
| 5281          | DOMINION ENERGY UTAH         | Police                  | 10.4210.427000. | Utilities                      | 2,519.99             | 199164          | 10052017A      | Acct # 3401140000                                |
| 5281          | DOMINION ENERGY UTAH         | Light & Power           | 53.5300.448611. | Natural Gas                    | 18,031.62            | 199164          | 10062017       | Acct # 6056810000                                |
| 9275          | ENVIRONMENTAL PLAN           | Legislative             | 45.4110.466000. | Contingency                    | 1,451.26             | 199173          | 8044           | Project Bountiful Downtown Plaza                 |
| 2164          | FERGUSON ENTERPRISES         | Light & Power           | 53.5300.448627. | Echo Hyrdo                     | 3,091.84             | 199176          | 5947514        | Grinder Pump                                     |
| 2350          | GREEN SOURCE, L.L.C.         | Cemetery                | 59.5900.426000. | Bldg & Grnd Suppl & Maint      | 1,485.00             | 199183          | 13512          | Sod  |
| 2350          | GREEN SOURCE, L.L.C.         | Parks                   | 10.4510.426000. | Bldg & Grnd Suppl & Maint      | 3,384.00             | 199183          | 13134          | Sod  |
| 6485          | H2O ENVIRONMENTAL INC        | Light & Power           | 53.5300.448638. | PCB Disposal                   | 2,484.00             | 199185          | 008408667      | Disposal PCB Waste Oil                           |
| 6959          | JANI-KING OF SALT LAKE       | Light & Power           | 53.5300.424002. | Office & Warehouse             | 1,775.00             | 199204          | SLC10170194    | Oct. 2017 Custodial Services                     |
| 8137          | LAKEVIEW ASPHALT PRODUCTS    | Streets                 | 10.4410.441200. | Road Matl Patch/ Class C       | 3,045.32             | 199209          | 1904           | Patching   |
| 8137          | LAKEVIEW ASPHALT PRODUCTS    | Streets                 | 10.4410.441200. | Road Matl Patch/ Class C       | 5,862.26             | 199209          | 1897           | Patching   |
| 2886          | LAKEVIEW ROCK PRODUCTS       | Water                   | 51.5100.461300. | Street Opening Expense         | 1,055.88             | 199210          | 352144         | Road Base  |
| 2886          | LAKEVIEW ROCK PRODUCTS       | Water                   | 51.5100.461300. | Street Opening Expense         | 2,556.61             | 199210          | 352211         | Road Base  |
| 2983          | M & M ASPHALT SERVICE        | Streets                 | 10.4410.473200. | Road Materials - Overlay       | 71,965.56            | 199217          | I17031         | Road Slurry                                      |
| 2983          | M & M ASPHALT SERVICE        | Streets                 | 45.4410.473300. | Roads-Class"C"&Transportation  | 100,000.00           | 199217          | I17031         | Road Slurry                                      |
| 3050          | MCFARLAND CASCADE            | Light & Power           | 53.5300.474740. | CIP 04 Trans Sys Ph7 NWSUB-Rec | 27,120.00            | 199220          | UMI-0063066    | 10X65' H3 Wood Poles for Phase 7 Transmission    |
| 3293          | NICKERSON CO INC             | Water                   | 51.5100.474500. | Machinery & Equipment          | 18,000.00            | 199232          | J18985         | Pump for the Treatment Plant                     |
| 3402          | PACIFICORP                   | Light & Power           | 53.5300.448628. | Pineview Hydro                 | 1,649.39             | 199235          | CR213189       | Operation & Maintenance cost at Pineview Project |
| 4773          | PEARCE, JESS                 | Light & Power           | 53.5300.423000. | Travel & Training              | 2,836.36             | 199236          | 10112017       | Training Expense Hotline School Training         |
| 5553          | PURCELL TIRE AND SERVICE     | Streets                 | 10.4410.425000. | Equip Supplies & Maint         | 2,083.75             | 199241          | 2858227        | Tire for Shop Inventory                          |
| 3832          | SALT LAKE MAILING            | Treasury                | 10.4143.429050. | Util Billing Supplies          | 50,000.00            | 199253          | 10162017       | Printing & Mailing Utility Bills                 |
| 3974          | SONNTAG RECREATION           | Parks                   | 45.4510.473100. | Improv Other Than Bldgs        | 4,100.00             | 199257          | 17218          | Surfacing Hill Repairs                           |
| 4027          | STANDARD & POOR'S            | Light & Power           | 53.5300.484000. | Paying Agents Fees             | 2,000.00             | 199261          | 11336462       | 2010 Bond Analytical Services                    |
| 7046          | SYRACUSE CITY CORP           | Storm Water             | 49.4900.422000. | Public Notices                 | 8,122.00             | 199269          | 2018           | Annual Dues for Storm Water Coalition 2018       |
| 4229          | TOM RANDALL DIST. CO         | Streets                 | 10.4410.425000. | Equip Supplies & Maint         | 19,482.88            | 199274          | 0264052        | Fuel   |
| 4331          | USA BLUE BOOK (DBA)          | Water                   | 51.5100.448400. | Dist Systm Repair & Maint      | 1,626.96             | 199279          | 381993         | Locators   |
| 4369          | UTAH DEPT OF WORKFORCE       | Light & Power           | 53.5300.413060. | Unemployment Reimb             | 2,096.00             | 199281          | 10162017       | 9/30 UNEMPLOYMENT CLAIMS                         |
| 4413          | UTAH STATE TAX COMMISSION    | Workers' Comp Insurance | 64.6400.461200. | State Tax On Premium           | 4,000.00             | 199283          | 10162017       | 3RD QTR 2017 SELF INS. PREMIUM PMT               |
| 4450          | VERIZON WIRELESS             | Light & Power           | 53.5300.448641. | Communication Equipment        | 1,901.63             | 199285          | 9793656182     | Acct # 371517689-00001                           |
| 4450          | VERIZON WIRELESS             | Water                   | 51.5100.428000. | Telephone Expense              | 1,915.04             | 199285          | 9793669093     | Acct # 442080322-00001                           |
| 4536          | WEBER-BOX ELDER              | Light & Power           | 53.5300.448628. | Pineview Hydro                 | 29,480.78            | 199289          | 10132017       | 2Q & 3Q 2017 Generation                          |
| <b>TOTAL:</b> |                              |                         |                 |                                | <u>\$ 577,403.48</u> |                 |                |  |

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid October 23, 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>                        |
|---------------|---------------------------|----------------------|-----------------|---------------------------------|----------------------|-----------------|----------------|---|
| 1078          | ALL STAR STRIPING, LLC    | Streets              | 10.4410.448000. | Operating Supplies              | \$ 2,059.97          | 199296          | 4598           | Road Stripping                            |
| 1212          | ASPLUNDH TREE EXPERT      | Light & Power        | 53.5300.448632. | Distribution                    | 4,370.72             | 199298          | 79R30717       | Tree Trimming                             |
| 1212          | ASPLUNDH TREE EXPERT      | Light & Power        | 53.5300.448632. | Distribution                    | 5,088.14             | 199298          | 79R30817       | Tree Trimming                             |
| 1428          | BOUNTIFUL IRRIGATION      | Redevelopment Agency | 73.7300.455050. | Btfl Subconservancy Fees        | 1,104.28             | 199302          | 03-1948        | 2017 Non-Taxable assessment               |
| 1393          | BTS LANDSCAPING PRODUCTS  | Landfill             | 57.5700.462400. | Contract Equipment              | 17,162.92            | 199303          | 21819          | Tubgrinding                               |
| 1510          | BUSHNELL OUTDOOR PRODUCTS | Golf Course          | 55.5500.448240. | Items Purchased - Resale        | 1,469.36             | 199305          | 723997         | Golf Accessories                          |
| 1767          | CONTEMPORARY IMAGE        | Light & Power        | 53.5300.445202. | Uniforms                        | 5,111.00             | 199318          | 33858          | FR Shirts, Bibs, & Pants                  |
| 2350          | GREEN SOURCE, L.L.C.      | Golf Course          | 55.5500.426000. | Bldg & Grnd Suppl & Maint       | 5,610.24             | 199327          | 13114          | Fertilizer/ Grass Treatment               |
| 2350          | GREEN SOURCE, L.L.C.      | Golf Course          | 55.5500.426000. | Bldg & Grnd Suppl & Maint       | 8,078.50             | 199327          | 13071          | Fertilizer/ Grass Treatment               |
| 2830          | KIMBALL EQUIPMENT COMPANY | Landfill             | 57.5700.425000. | Equip Supplies & Maint          | 1,570.51             | 199344          | PSO026000-1    | Springs for Landfill Screener             |
| 2987          | M.C. GREEN & SONS INC     | Light & Power        | 53.5300.448632. | Distribution                    | 2,251.08             | 199352          | 3630           | Cut Asphalt & Fill                        |
| 7644          | METRON-FARNIER, LLC       | Water                | 51.5100.448650. | Meters                          | 2,394.05             | 199355          | 24713          | MPJH Meter                                |
| 7644          | METRON-FARNIER, LLC       | Water                | 51.5100.448650. | Meters                          | 2,394.05             | 199355          | 24920          | Meter for Lakeview Hospital               |
| 3112          | MIDWEST COMMERCIAL        | Light & Power        | 53.5300.424002. | Office & Warehouse              | 2,064.09             | 199356          | 138450         | 4 - White Boards                          |
| 3245          | NATIONAL LEAGUE OF CITIES | Legislative          | 10.4110.421000. | Books Subscr & Mmbrshp          | 3,813.00             | 199366          | 127784         | Membership Renewal// #000044020           |
| 5553          | PURCELL TIRE AND SERVICE  | Streets              | 10.4410.425000. | Equip Supplies & Maint          | 1,179.90             | 199374          | 2858709        | Tires                                     |
| 5553          | PURCELL TIRE AND SERVICE  | Streets              | 10.4410.425000. | Equip Supplies & Maint          | 2,460.22             | 199374          | 2858515        | Tires & Service                           |
| 4217          | TITLEIST                  | Golf Course          | 55.5500.448240. | Items Purchased - Resale        | 2,671.11             | 199391          | 904880754      | Golf Balls                                |
| 4229          | TOM RANDALL DIST. CO      | Streets              | 10.4410.425000. | Equip Supplies & Maint          | 1,718.01             | 199392          | 0264908        | Brake Cleaner and other chemicals         |
| 9168          | TRAVELERS CASUALTY        | Parks                | 45.4510.473100. | Improv Other Than Bldgs         | 184,730.74           | 199394          | T003           | Project #2017001// Creekside Park #15-106 |
| 5000          | U.S. BANK CORPORATE       | Light & Power        | 53.5300.423000. | Travel & Training               | 1,012.12             | 199397          | 10102017AJ     | Travel & Training Expense//Acct#-8851     |
| 5000          | U.S. BANK CORPORATE       | Legislative          | 10.4110.461750. | Employee Wellness & Recognition | 1,841.14             | 199397          | 10102017SC     | Wellness Prizes & Treats//Acct#-8851      |
| 5000          | U.S. BANK CORPORATE       | Police               | 10.4210.423000. | Travel & Training               | 3,192.76             | 199397          | 10102017EB     | Trvl & Train Expense// Acct#-8851         |
| 5000          | U.S. BANK CORPORATE       | Police               | 10.4210.423000. | Travel & Training               | 3,467.74             | 199397          | 1010017TK      | EMS Conf & APCO Conf// Acct# -8851        |
| <b>TOTAL:</b> |                           |                      |                 |                                 | <u>\$ 266,815.65</u> |                 |                |   |

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid October 30, 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>                                 |
|---------------|---------------------------|----------------------|-----------------|--------------------------------|------------------------|-----------------|----------------|--|
| 8666          | ACCUSHAPE INC             | Police               | 10.4210.445100. | Public Safety Supplies         | \$ 2,175.00            | 199405          | 3499           | Uniforms   |
| 1164          | ANIXTER, INC.             | Light & Power        | 53.5300.448636. | Special Equipment              | 1,024.00               | 199409          | 3686705-00     | Grounding Sets                                     |
| 1212          | ASPLUNDH TREE EXPERT      | Light & Power        | 53.5300.448632. | Distribution                   | 3,857.60               | 199412          | 80M46917       | Tree Trimming                                      |
| 1212          | ASPLUNDH TREE EXPERT      | Light & Power        | 53.5300.448632. | Distribution                   | 4,727.06               | 199412          | 80M47017       | Tree Trimming                                      |
| 1615          | CENTURYLINK               | Enhanced 911         | 10.4219.428000. | Telephone Expense              | 3,578.45               | 199427          | 10222017       | Acct # 801-578-0401 452B                           |
| 9272          | CROW MOBILE SERVICE       | Landfill             | 57.5700.425000. | Equip Supplies & Maint         | 7,963.91               | 199438          | 249            | Repair on Landill Cat Dozer                        |
| 5351          | DEERE CREDIT, INC.        | Cemetery             | 59.5900.425000. | Equip Supplies & Maint         | 7,573.88               | 199441          | 1908364        | Acct # 030-0062822-000                             |
| 6329          | DIALIGHT CORPORATION      | Streets              | 10.4410.441300. | Street Signs                   | 3,203.43               | 199442          | 225292         | 12" Signal Module                                  |
| 2126          | FAIRBANKS SCALES          | Landfill             | 57.5700.425000. | Equip Supplies & Maint         | 1,410.01               | 199446          | 1360806        | Scale Repairs                                      |
| 2281          | GENEVA ROCK PRODUCTS      | Light & Power        | 53.5300.474740. | CIP 04 Trans Sys Ph7 NWSUB-Rec | 2,410.00               | 199454          | 1919490        | Flowable Fill Phase 7, Centurylink Relocation      |
| 2281          | GENEVA ROCK PRODUCTS      | Light & Power        | 53.5300.474740. | CIP 04 Trans Sys Ph7 NWSUB-Rec | 2,895.00               | 199454          | 1920936        | Flowable Fill Phase 7, Centurylink Relocation      |
| 2501          | HOGAN & ASSOCIATES        | Water                | 51.5100.472100. | Buildings                      | 60,930.00              | 199463          | 02             | Project#00.17.528 //Bountiful WaterTreatment Plant |
| 2671          | JACK B. PARSON COMPANY    | Light & Power        | 53.5300.474740. | CIP 04 Trans Sys Ph7 NWSUB-Rec | 2,604.00               | 199475          | 4464985        | Flowable Fill Phase 7, Centurylink Relocation      |
| 2671          | JACK B. PARSON COMPANY    | Light & Power        | 53.5300.474740. | CIP 04 Trans Sys Ph7 NWSUB-Rec | 2,604.00               | 199475          | 4465063        | Flowable Fill Phase 7, Centurylink Relocation      |
| 8137          | LAKEVIEW ASPHALT PRODUCT  | Streets              | 10.4410.441200. | Road Matl Patch/ Class C       | 1,438.68               | 199478          | 1961           | Patching   |
| 8137          | LAKEVIEW ASPHALT PRODUCT  | Streets              | 10.4410.441200. | Road Matl Patch/ Class C       | 2,130.28               | 199478          | 1954           | Patching   |
| 3200          | MOUNTAIN WEST TRUCK       | Streets              | 10.4410.425000. | Equip Supplies & Maint         | 1,135.32               | 199487          | 897255         | Seats Street Dept                                  |
| 3195          | MOUNTAINLAND SUPPLY       | Water                | 51.5100.448400. | Dist System Repair & Maint     | 2,003.57               | 199488          | S102388455.001 | Grip Ring  |
| 3195          | MOUNTAINLAND SUPPLY       | Water                | 51.5100.448400. | Dist System Repair & Maint     | 11,554.09              | 199488          | S102375361.001 | Parts  |
| 9087          | POWELL, MARK              | Redevelopment Agency | 73.7300.426100. | Special Projects               | 69,866.25              | 199502          | 3              | Final Pmt for Stoker Building Demo                 |
| 5553          | PURCELL TIRE AND SERVICE  | Streets              | 10.4410.425000. | Equip Supplies & Maint         | 1,162.80               | 199508          | 2858890        | Tires  |
| 4229          | TOM RANDALL DIST. CO      | Streets              | 10.4410.425000. | Equip Supplies & Maint         | 20,242.88              | 199528          | 0264794        | Fuel   |
| 9305          | US DIGITAL DESIGNS        | Police               | 45.4210.474500. | Machinery & Equipment          | 2,138.00               | 199532          | 7850           | Console Signal Replacement                         |
| 4341          | UTAH ASSOCIATED MUNICIPAL | Light & Power        | 53.5300.448621. | Power Purch IPP                | 1,468.19               | 199533          | 10252017       | October 2017 Power Resource Payment                |
| 4341          | UTAH ASSOCIATED MUNICIPAL | Light & Power        | 53.5300.448628. | Pineview Hydro                 | 5,053.98               | 199533          | 10252017       | October 2017 Power Resource Payment                |
| 4341          | UTAH ASSOCIATED MUNICIPAL | Light & Power        | 53.5300.421000. | Books Subscr & Mmbrshp         | 14,124.82              | 199533          | 10252017       | October 2017 Power Resource Payment                |
| 4341          | UTAH ASSOCIATED MUNICIPAL | Light & Power        | 53.5300.448622. | Power Purch San Juan           | 168,786.81             | 199533          | 10252017       | October 2017 Power Resource Payment                |
| 4341          | UTAH ASSOCIATED MUNICIPAL | Light & Power        | 53.5300.448620. | Power Purch CRSP               | 231,935.10             | 199533          | 10252017       | October 2017 Power Resource Payment                |
| 4341          | UTAH ASSOCIATED MUNICIPAL | Light & Power        | 53.5300.448626. | Power Purch UAMPS (Pool, etc)  | 550,545.49             | 199533          | 10252017       | October 2017 Power Resource Payment                |
| 9304          | VAN DRIMMELEN & ASSOC     | Light & Power        | 53.5300.471100. | Land                           | 2,600.00               | 199536          | 17252          | Appraisal Report                                   |
| <b>TOTAL:</b> |                           |                      |                 |                                | <u>\$ 1,193,142.60</u> |                 |                |  |

# City Council Staff Report

**Subject:** September 2017 Financial Reports  
**Author:** Tyson Beck, Finance Director  
**Department:** Finance  
**Date:** November 14, 2017



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## **Background**

These reports include summary revenue, expense, and budget information for all of the City's funds. Both revenues and expenses, including capital outlay, have been included. These financials are presented to the City Council for review.

## **Analysis**

Data within the reports and graphs presented provide detail of revenue, expense, and budget results for the associated period. Additional revenue and expenditure reports are provided that give comparative revenue and expenditure data for September 2017 compared to the past three fiscal YTD periods through each respective August.

## **Department Review**

These reports were prepared and reviewed by the Finance Department.

## **Significant Impacts**

The FY2018 budget portion of these reports is the originally adopted FY2018 budget approved by the City Council in June of 2017.

## **Recommendation**

Council should review the attached revenue, expense, and budget reports.

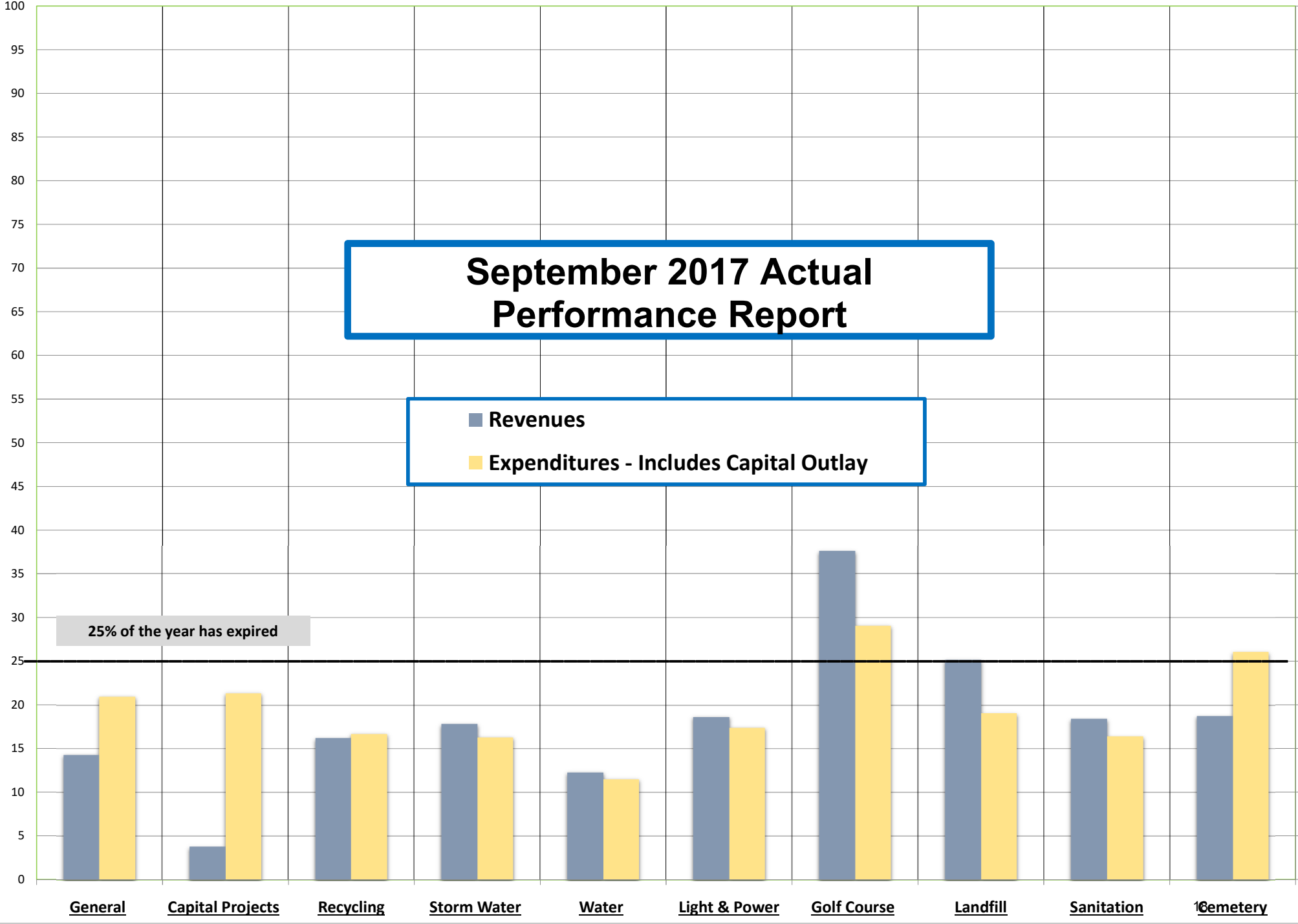
## **Attachments**

- September 2017 Fiscal YTD Revenue & Expense Report – FY2018

# September 2017 Actual Performance Report

■ Revenues  
■ Expenditures - Includes Capital Outlay

25% of the year has expired



10/31/2017 15:13  
TBECK

City of Bountiful, UT  
SEPTEMBER YTD REVENUES - FY 2018

P 1  
glytdbud

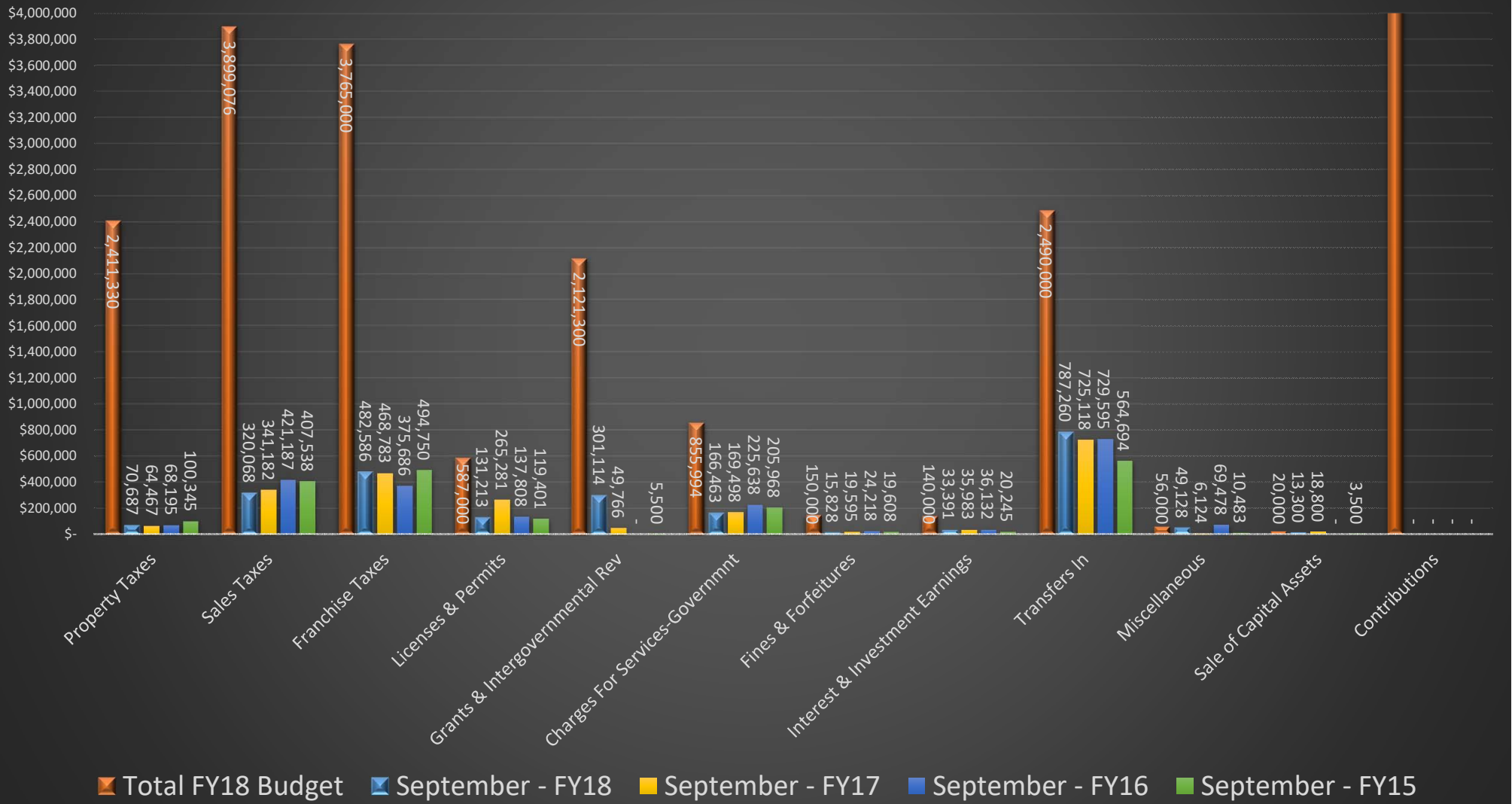
FOR 2018 03

|                                 | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD EXPENDED   | MTD EXPENDED  | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|---------------------------------|--------------------|-------------------|----------------|---------------|--------------|---------------------|-------------|
| 10 GENERAL FUND                 | -16,585,700        | -16,585,700       | -2,371,036.12  | -1,261,226.36 | .00          | -14,214,663.88      | 14.3%       |
| 30 DEBT SERVICE                 | -115               | -115              | -65.76         | -36.86        | .00          | -49.24              | 57.2%       |
| 44 MUNICIPAL BUILDING AUTHORITY | -170,315           | -170,315          | -1,649.66      | -640.73       | .00          | -168,665.34         | 1.0%        |
| 45 CAPITAL IMPROVEMENT          | -9,675,200         | -9,675,200        | -367,354.17    | -328,327.07   | .00          | -9,307,845.83       | 3.8%        |
| 48 RECYCLING                    | -421,254           | -421,254          | -68,448.89     | -35,144.40    | .00          | -352,805.11         | 16.2%       |
| 49 STORM WATER                  | -1,601,304         | -1,601,304        | -285,116.41    | -149,251.45   | .00          | -1,316,187.59       | 17.8%       |
| 51 WATER                        | -9,305,863         | -9,305,863        | -1,146,422.35  | -611,887.08   | .00          | -8,159,440.65       | 12.3%       |
| 53 LIGHT & POWER                | -34,500,206        | -34,500,206       | -6,438,505.71  | -3,354,318.37 | .00          | -28,061,700.29      | 18.7%       |
| 55 GOLF COURSE                  | -1,549,000         | -1,549,000        | -582,861.34    | -183,474.06   | .00          | -966,138.66         | 37.6%       |
| 57 LANDFILL                     | -1,854,341         | -1,854,341        | -466,400.07    | -156,358.23   | .00          | -1,387,940.93       | 25.2%       |
| 58 SANITATION                   | -1,151,124         | -1,151,124        | -211,696.82    | -102,843.19   | .00          | -939,427.18         | 18.4%       |
| 59 CEMETERY                     | -624,650           | -624,650          | -117,635.32    | -41,134.60    | .00          | -507,014.68         | 18.8%       |
| 61 COMPUTER MAINTENANCE         | -41,328            | -41,328           | -41,214.75     | -106.33       | .00          | -113.25             | 99.7%       |
| 63 LIABILITY INSURANCE          | -544,655           | -544,655          | -363,738.98    | -3,827.13     | .00          | -180,916.02         | 66.8%       |
| 64 WORKERS' COMP INSURANCE      | -283,670           | -283,670          | -63,927.41     | -31,721.06    | .00          | -219,742.59         | 22.5%       |
| 72 RDA REVOLVING LOAN FUND      | -208,248           | -208,248          | -98,424.90     | -16,969.58    | .00          | -109,823.10         | 47.3%       |
| 73 REDEVELOPMENT AGENCY         | -1,143,113         | -1,143,113        | -16,350.47     | -9,126.73     | .00          | -1,126,762.53       | 1.4%        |
| 74 CEMETERY PERPETUAL CARE      | 0                  | 0                 | -1,479,388.63  | -9,978.79     | .00          | 1,479,388.63        | 100.0%      |
| 78 LANDFILL TRUST               | 0                  | 0                 | -3,069.02      | -1,040.90     | .00          | 3,069.02            | 100.0%      |
| 83 RAP TAX                      | -534,000           | -534,000          | -42,773.44     | -42,340.90    | .00          | -491,226.56         | 8.0%        |
| 92 OPEB TRUST                   | 0                  | 0                 | -2,264.10      | 556.09        | .00          | 2,264.10            | 100.0%      |
| 99 INVESTMENT                   | 0                  | 0                 | 33,906.24      | 153,277.96    | .00          | -33,906.24          | 100.0%      |
| GRAND TOTAL                     | -80,194,086        | -80,194,086       | -14,134,438.08 | -6,185,919.77 | .00          | -66,059,647.92      | 17.6%       |

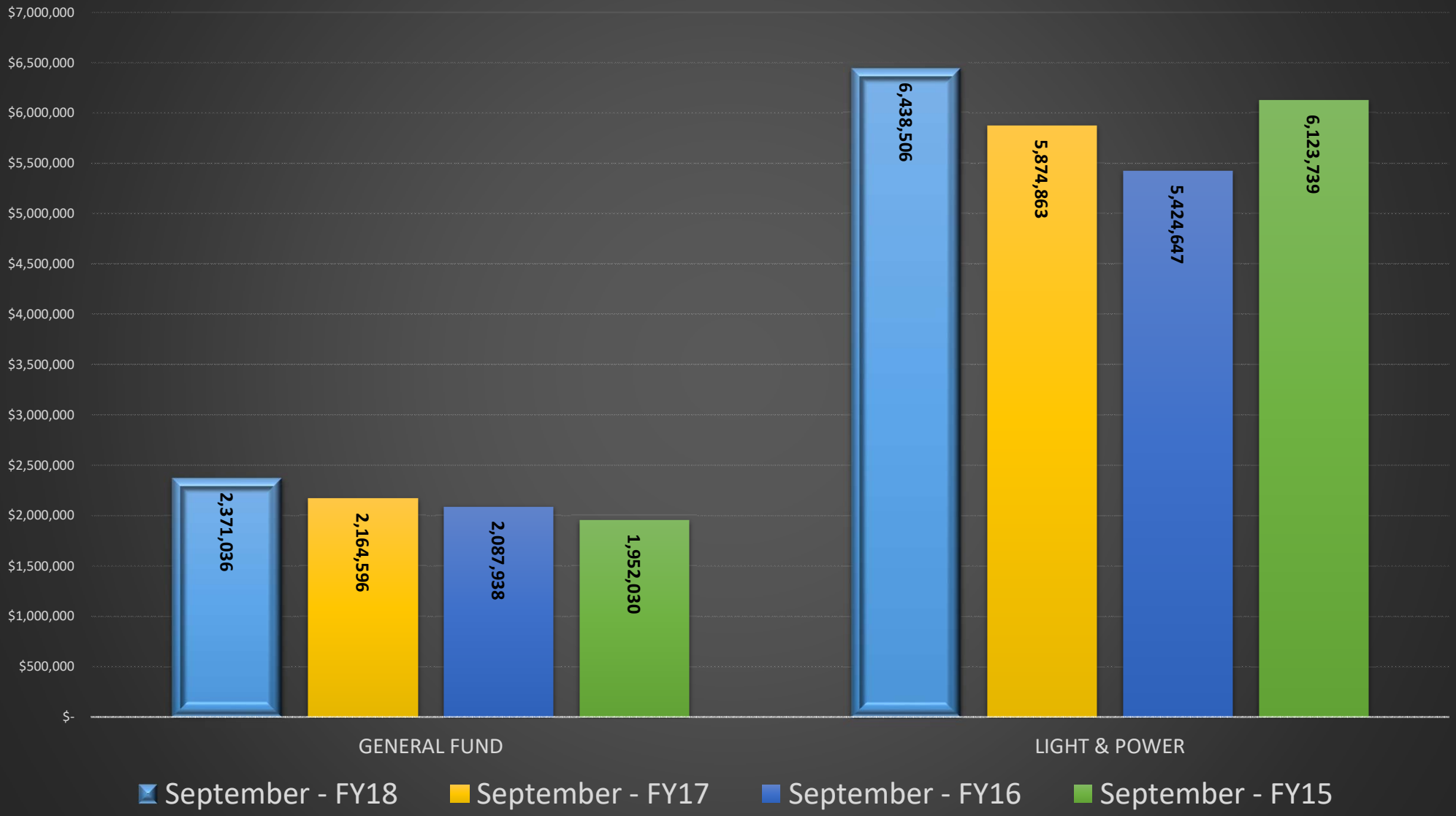
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## General Fund Detailed Revenues

### September 2017 YTD Revenues (Fiscal Year 2018) Compared to The 2018 Total Budget and The Revenues of the Same Timeframe of the Past Three Fiscal Years

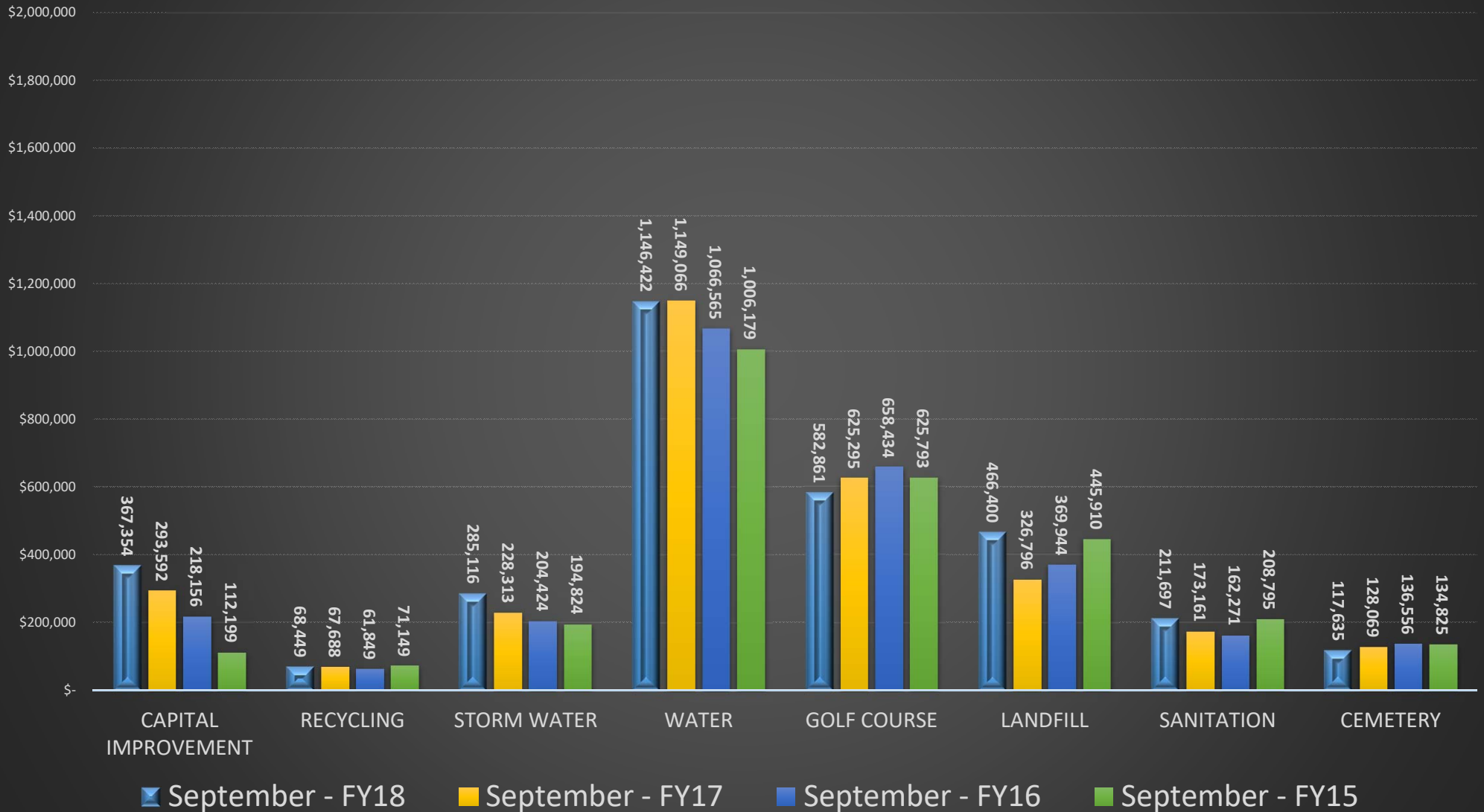


## September 2017 YTD Revenues (Fiscal 2018) Compared to The Revenues of Same Timeframe of the Past Three Fiscal Years





## September 2017 YTD Revenues (Fiscal 2018) Compared to The Revenues of Same Timeframe of the Past Three Fiscal Years



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City of Bountiful, UT  
SEPTEMBER YTD EXPENSES - FY 2018

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|  | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD EXPENDED | MTD EXPENDED | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|--|--------------------|-------------------|--------------|--------------|--------------|---------------------|-------------|
| <u>10 GENERAL FUND</u>                 |                    |                   |              |              |              |                     |             |
| 4110 Legislative                       | 806,490            | 806,490           | 157,222.50   | 62,778.90    | .00          | 649,267.50          | 19.5%       |
| 4120 Legal                             | 294,824            | 294,824           | 59,672.12    | 28,127.46    | .00          | 235,151.88          | 20.2%       |
| 4130 Executive                         | 172,142            | 172,142           | 32,626.05    | 19,603.96    | .00          | 139,515.95          | 19.0%       |
| 4134 Human Resources                   | 136,428            | 136,428           | 41,334.10    | 18,147.42    | .00          | 95,093.90           | 30.3%       |
| 4136 Information Technology            | 398,358            | 398,358           | 86,670.68    | 39,546.73    | .00          | 311,687.32          | 21.8%       |
| 4140 Finance                           | 396,647            | 396,647           | 104,018.08   | 43,061.48    | .00          | 292,628.92          | 26.2%       |
| 4143 Treasury                          | 141,849            | 141,849           | 15,050.72    | 8,108.48     | .00          | 126,798.28          | 10.6%       |
| 4160 Government Buildings              | 116,349            | 116,349           | 20,960.20    | 10,284.37    | .00          | 95,388.80           | 18.0%       |
| 4210 Police                            | 5,952,313          | 5,952,313         | 1,238,338.03 | 571,327.49   | .00          | 4,713,974.97        | 20.8%       |
| 4215 Reserve Officers                  | 10,000             | 10,000            | 755.98       | 155.93       | .00          | 9,244.02            | 7.6%        |
| 4216 Crossing Guards                   | 147,350            | 147,350           | 18,405.39    | 17,919.96    | .00          | 128,944.61          | 12.5%       |
| 4217 PROS                              | 349,483            | 349,483           | 69,861.35    | 42,353.38    | .00          | 279,621.65          | 20.0%       |
| 4218 Liquor Control                    | 39,025             | 39,025            | 4,789.07     | 996.89       | .00          | 34,235.93           | 12.3%       |
| 4219 Enhanced 911                      | 595,000            | 595,000           | 129,195.95   | 44,828.96    | .00          | 465,804.05          | 21.7%       |
| 4220 Fire                              | 1,984,865          | 1,984,865         | 493,902.41   | 493,902.41   | .00          | 1,490,962.59        | 24.9%       |
| 4410 Streets                           | 3,181,095          | 3,181,095         | 542,841.15   | 248,088.49   | .00          | 2,638,253.85        | 17.1%       |
| 4450 Engineering                       | 682,766            | 682,766           | 146,901.06   | 66,087.58    | .00          | 535,864.94          | 21.5%       |
| 4510 Parks                             | 875,401            | 875,401           | 257,215.26   | 90,203.45    | .00          | 618,185.74          | 29.4%       |
| 4610 Planning                          | 305,315            | 305,315           | 55,376.32    | 22,553.99    | .00          | 249,938.68          | 18.1%       |
| TOTAL GENERAL FUND                     | 16,585,700         | 16,585,700        | 3,475,136.42 | 1,828,077.33 | .00          | 13,110,563.58       | 21.0%       |
| <u>30 DEBT SERVICE</u>                 |                    |                   |              |              |              |                     |             |
| 4710 Debt Sevice                       | 115                | 115               | 59.15        | 28.95        | .00          | 55.85               | 51.4%       |
| TOTAL DEBT SERVICE                     | 115                | 115               | 59.15        | 28.95        | .00          | 55.85               | 51.4%       |
| <u>44 MUNICIPAL BUILDING AUTHORITY</u> |                    |                   |              |              |              |                     |             |
| 4110 Legislative                       | 170,315            | 170,315           | 107.35       | 42.81        | .00          | 170,207.65          | .1%         |
| TOTAL MUNICIPAL BUILDING AUTHORITY     | 170,315            | 170,315           | 107.35       | 42.81        | .00          | 170,207.65          | .1%         |
| <u>45 CAPITAL IMPROVEMENT</u>          |                    |                   |              |              |              |                     |             |

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| 45               | CAPITAL IMPROVEMENT       | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD EXPENDED | MTD EXPENDED | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|------------------|---------------------------|--------------------|-------------------|--------------|--------------|--------------|---------------------|-------------|
| 4110             | Legislative               | 6,675,000          | 6,675,000         | 1,459,687.50 | 1,687.50     | .00          | 5,215,312.50        | 21.9%       |
| 4136             | Information Technology    | 40,000             | 40,000            | .00          | .00          | .00          | 40,000.00           | .0%         |
| 4140             | Finance                   | 17,640             | 17,640            | 4,477.18     | 1,437.58     | .00          | 13,162.82           | 25.4%       |
| 4210             | Police                    | 443,000            | 443,000           | .00          | .00          | .00          | 443,000.00          | .0%         |
| 4410             | Streets                   | 1,499,560          | 1,499,560         | 447,016.73   | 347,805.92   | .00          | 1,052,543.27        | 29.8%       |
| 4510             | Parks                     | 1,000,000          | 1,000,000         | 161,487.43   | 160,457.43   | .00          | 838,512.57          | 16.1%       |
|                  | TOTAL CAPITAL IMPROVEMENT | 9,675,200          | 9,675,200         | 2,072,668.84 | 511,388.43   | .00          | 7,602,531.16        | 21.4%       |
| 48 RECYCLING     |                           |                    |                   |              |              |              |                     |             |
| 4800             | Recycling                 | 421,254            | 421,254           | 70,413.64    | 34,321.18    | .00          | 350,840.36          | 16.7%       |
|                  | TOTAL RECYCLING           | 421,254            | 421,254           | 70,413.64    | 34,321.18    | .00          | 350,840.36          | 16.7%       |
| 49 STORM WATER   |                           |                    |                   |              |              |              |                     |             |
| 4900             | Storm Water               | 1,601,305          | 1,601,305         | 260,873.42   | 85,317.78    | .00          | 1,340,431.58        | 16.3%       |
|                  | TOTAL STORM WATER         | 1,601,305          | 1,601,305         | 260,873.42   | 85,317.78    | .00          | 1,340,431.58        | 16.3%       |
| 51 WATER         |                           |                    |                   |              |              |              |                     |             |
| 5100             | Water                     | 9,305,863          | 9,305,863         | 1,074,029.40 | 607,203.79   | .00          | 8,231,833.60        | 11.5%       |
|                  | TOTAL WATER               | 9,305,863          | 9,305,863         | 1,074,029.40 | 607,203.79   | .00          | 8,231,833.60        | 11.5%       |
| 53 LIGHT & POWER |                           |                    |                   |              |              |              |                     |             |
| 5300             | Light & Power             | 34,500,206         | 34,500,206        | 5,992,532.38 | 2,792,991.30 | .00          | 28,507,673.62       | 17.4%       |
|                  | TOTAL LIGHT & POWER       | 34,500,206         | 34,500,206        | 5,992,532.38 | 2,792,991.30 | .00          | 28,507,673.62       | 17.4%       |
| 55 GOLF COURSE   |                           |                    |                   |              |              |              |                     |             |

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| 55    | GOLF COURSE                | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD EXPENDED | MTD EXPENDED | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|-------|----------------------------|--------------------|-------------------|--------------|--------------|--------------|---------------------|-------------|
| 5500  | Golf Course                | 1,549,001          | 1,549,001         | 450,114.25   | 132,660.28   | .00          | 1,098,886.75        | 29.1%       |
|       | TOTAL GOLF COURSE          | 1,549,001          | 1,549,001         | 450,114.25   | 132,660.28   | .00          | 1,098,886.75        | 29.1%       |
| <hr/> |                            |                    |                   |              |              |              |                     |             |
| 57    | LANDFILL                   |                    |                   |              |              |              |                     |             |
| 5700  | Landfill                   | 1,854,342          | 1,854,342         | 354,553.17   | 152,629.85   | .00          | 1,499,788.83        | 19.1%       |
|       | TOTAL LANDFILL             | 1,854,342          | 1,854,342         | 354,553.17   | 152,629.85   | .00          | 1,499,788.83        | 19.1%       |
| <hr/> |                            |                    |                   |              |              |              |                     |             |
| 58    | SANITATION                 |                    |                   |              |              |              |                     |             |
| 5800  | Sanitation                 | 1,151,125          | 1,151,125         | 188,538.69   | 68,563.41    | .00          | 962,586.31          | 16.4%       |
|       | TOTAL SANITATION           | 1,151,125          | 1,151,125         | 188,538.69   | 68,563.41    | .00          | 962,586.31          | 16.4%       |
| <hr/> |                            |                    |                   |              |              |              |                     |             |
| 59    | CEMETERY                   |                    |                   |              |              |              |                     |             |
| 5900  | Cemetery                   | 624,650            | 624,650           | 163,283.04   | 70,337.96    | .00          | 461,366.96          | 26.1%       |
|       | TOTAL CEMETERY             | 624,650            | 624,650           | 163,283.04   | 70,337.96    | .00          | 461,366.96          | 26.1%       |
| <hr/> |                            |                    |                   |              |              |              |                     |             |
| 61    | COMPUTER MAINTENANCE       |                    |                   |              |              |              |                     |             |
| 6100  | Computer Maintenance       | 41,327             | 41,327            | 1,874.05     | 919.82       | .00          | 39,452.95           | 4.5%        |
|       | TOTAL COMPUTER MAINTENANCE | 41,327             | 41,327            | 1,874.05     | 919.82       | .00          | 39,452.95           | 4.5%        |
| <hr/> |                            |                    |                   |              |              |              |                     |             |
| 63    | LIABILITY INSURANCE        |                    |                   |              |              |              |                     |             |
| 6300  | Liability Insurance        | 544,656            | 544,656           | 375,689.02   | 8,210.04     | .00          | 168,966.98          | 69.0%       |
|       | TOTAL LIABILITY INSURANCE  | 544,656            | 544,656           | 375,689.02   | 8,210.04     | .00          | 168,966.98          | 69.0%       |
| <hr/> |                            |                    |                   |              |              |              |                     |             |
| 64    | WORKERS' COMP INSURANCE    |                    |                   |              |              |              |                     |             |

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City of Bountiful, UT  
SEPTEMBER YTD EXPENSES - FY 2018

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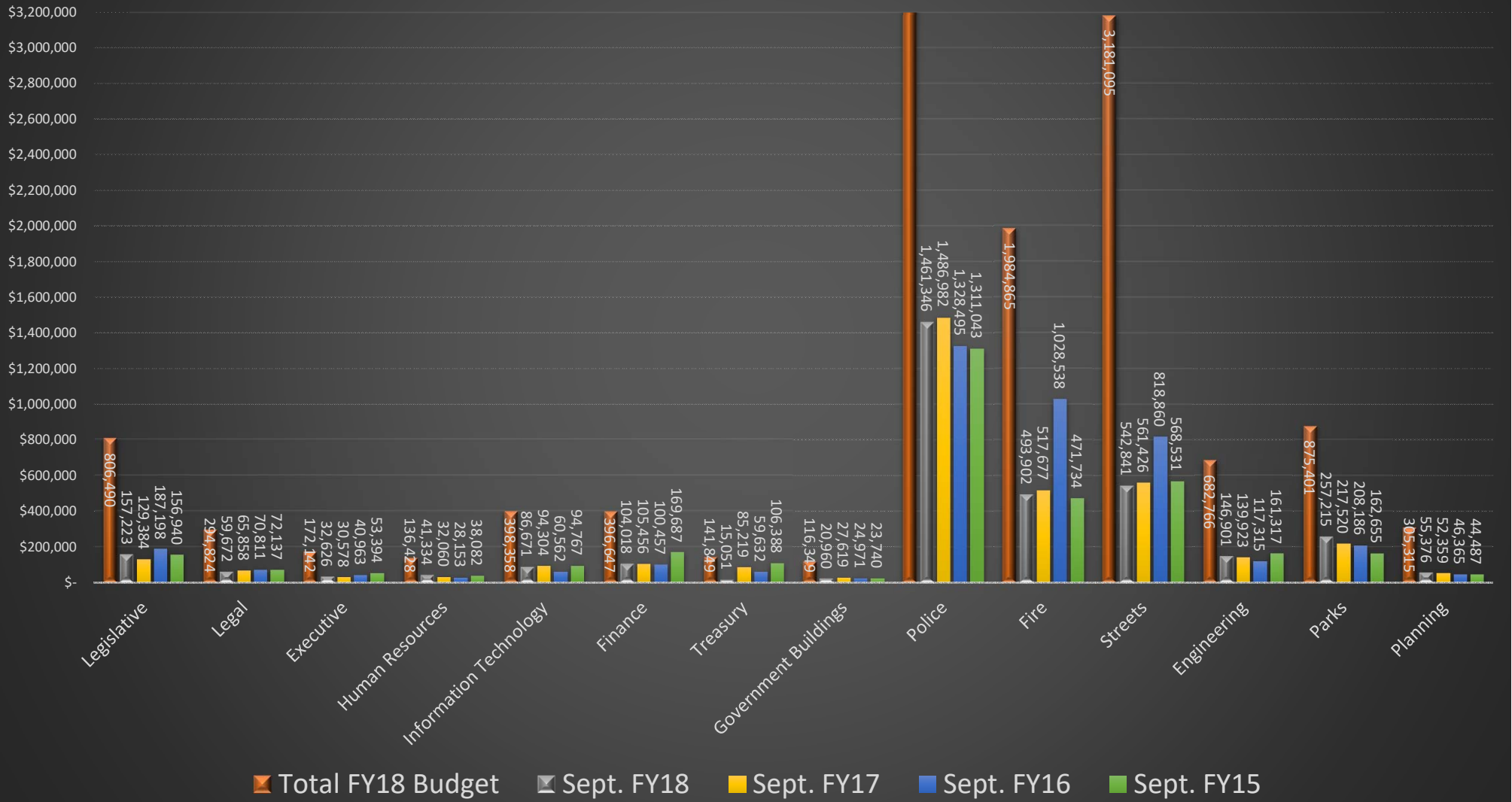
FOR 2018 03

| 64    | WORKERS' COMP INSURANCE       | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD EXPENDED  | MTD EXPENDED | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|-------|-------------------------------|--------------------|-------------------|---------------|--------------|--------------|---------------------|-------------|
| 6400  | Workers' Comp Insurance       | 283,670            | 283,670           | 99,843.95     | 21,405.86    | .00          | 183,826.05          | 35.2%       |
|       | TOTAL WORKERS' COMP INSURANCE | 283,670            | 283,670           | 99,843.95     | 21,405.86    | .00          | 183,826.05          | 35.2%       |
| <hr/> |                               |                    |                   |               |              |              |                     |             |
| 72    | RDA REVOLVING LOAN FUND       |                    |                   |               |              |              |                     |             |
| 7200  | RDA Revolving Loans           | 2,400              | 2,400             | 43,527.73     | 209.83       | .00          | -41,127.73          | 1813.7%     |
|       | TOTAL RDA REVOLVING LOAN FUND | 2,400              | 2,400             | 43,527.73     | 209.83       | .00          | -41,127.73          | 1813.7%     |
| <hr/> |                               |                    |                   |               |              |              |                     |             |
| 73    | REDEVELOPMENT AGENCY          |                    |                   |               |              |              |                     |             |
| 7300  | Redevelopment Agency          | 3,621,184          | 3,621,184         | 136,272.04    | 75,003.57    | .00          | 3,484,911.96        | 3.8%        |
|       | TOTAL REDEVELOPMENT AGENCY    | 3,621,184          | 3,621,184         | 136,272.04    | 75,003.57    | .00          | 3,484,911.96        | 3.8%        |
| <hr/> |                               |                    |                   |               |              |              |                     |             |
| 74    | CEMETERY PERPETUAL CARE       |                    |                   |               |              |              |                     |             |
| 7400  | Cemetery Perpetual Care       | 0                  | 0                 | 227.79        | 101.40       | .00          | -227.79             | 100.0%      |
|       | TOTAL CEMETERY PERPETUAL CARE | 0                  | 0                 | 227.79        | 101.40       | .00          | -227.79             | 100.0%      |
| <hr/> |                               |                    |                   |               |              |              |                     |             |
| 83    | RAP TAX                       |                    |                   |               |              |              |                     |             |
| 8300  | RAP Tax                       | 534,000            | 534,000           | 69,514.51     | 66.57        | .00          | 464,485.49          | 13.0%       |
|       | TOTAL RAP TAX                 | 534,000            | 534,000           | 69,514.51     | 66.57        | .00          | 464,485.49          | 13.0%       |
| <hr/> |                               |                    |                   |               |              |              |                     |             |
| 92    | OPEB TRUST                    |                    |                   |               |              |              |                     |             |
| 9200  | OPEB Trust                    | 0                  | 0                 | 10,987.91     | 3,948.26     | .00          | -10,987.91          | 100.0%      |
|       | TOTAL OPEB TRUST              | 0                  | 0                 | 10,987.91     | 3,948.26     | .00          | -10,987.91          | 100.0%      |
|       | GRAND TOTAL                   | 82,466,313         | 82,466,313        | 14,840,246.75 | 6,393,428.42 | .00          | 67,626,066.25       | 18.0%       |

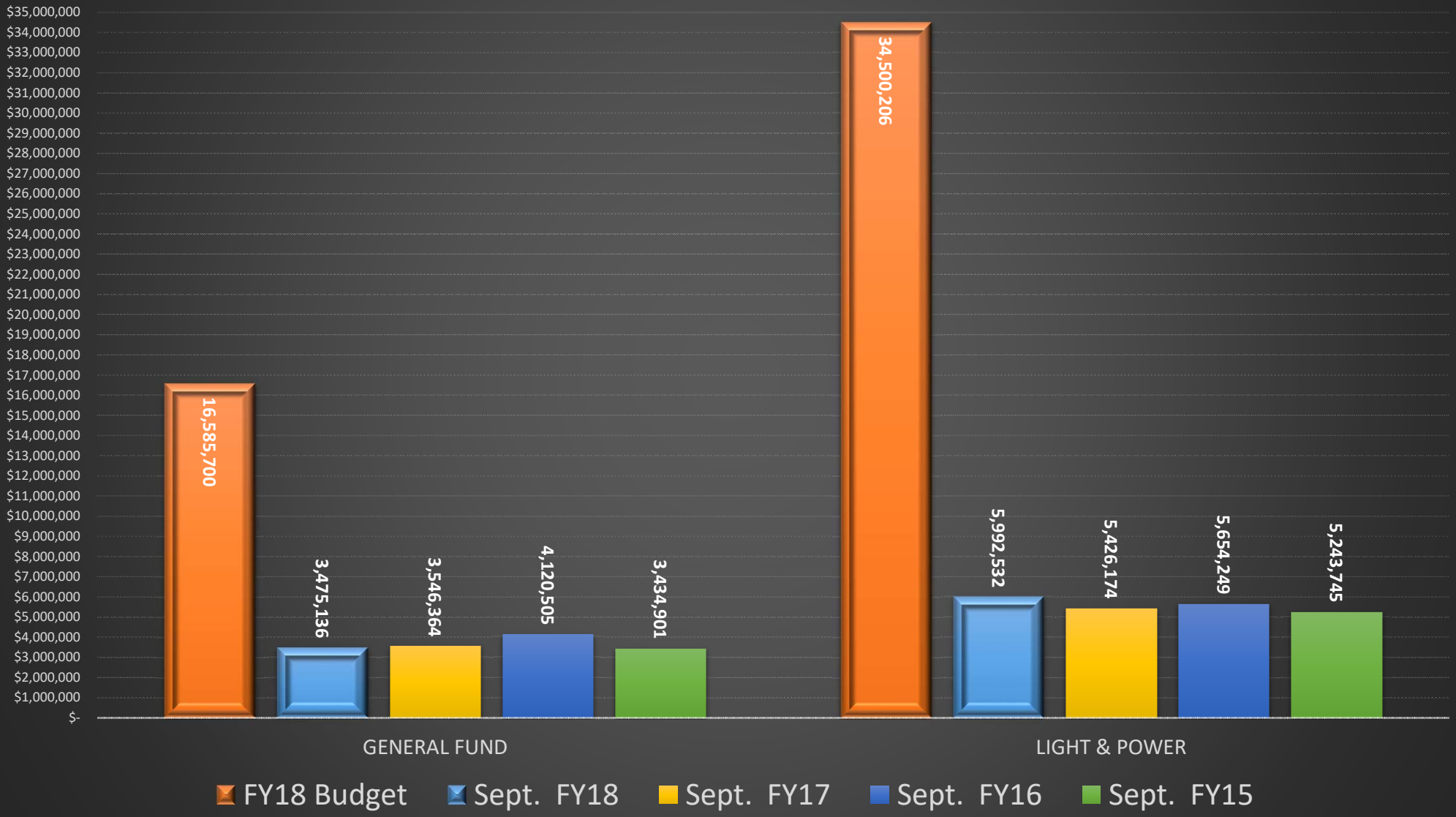
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## General Fund Detailed Expenditures

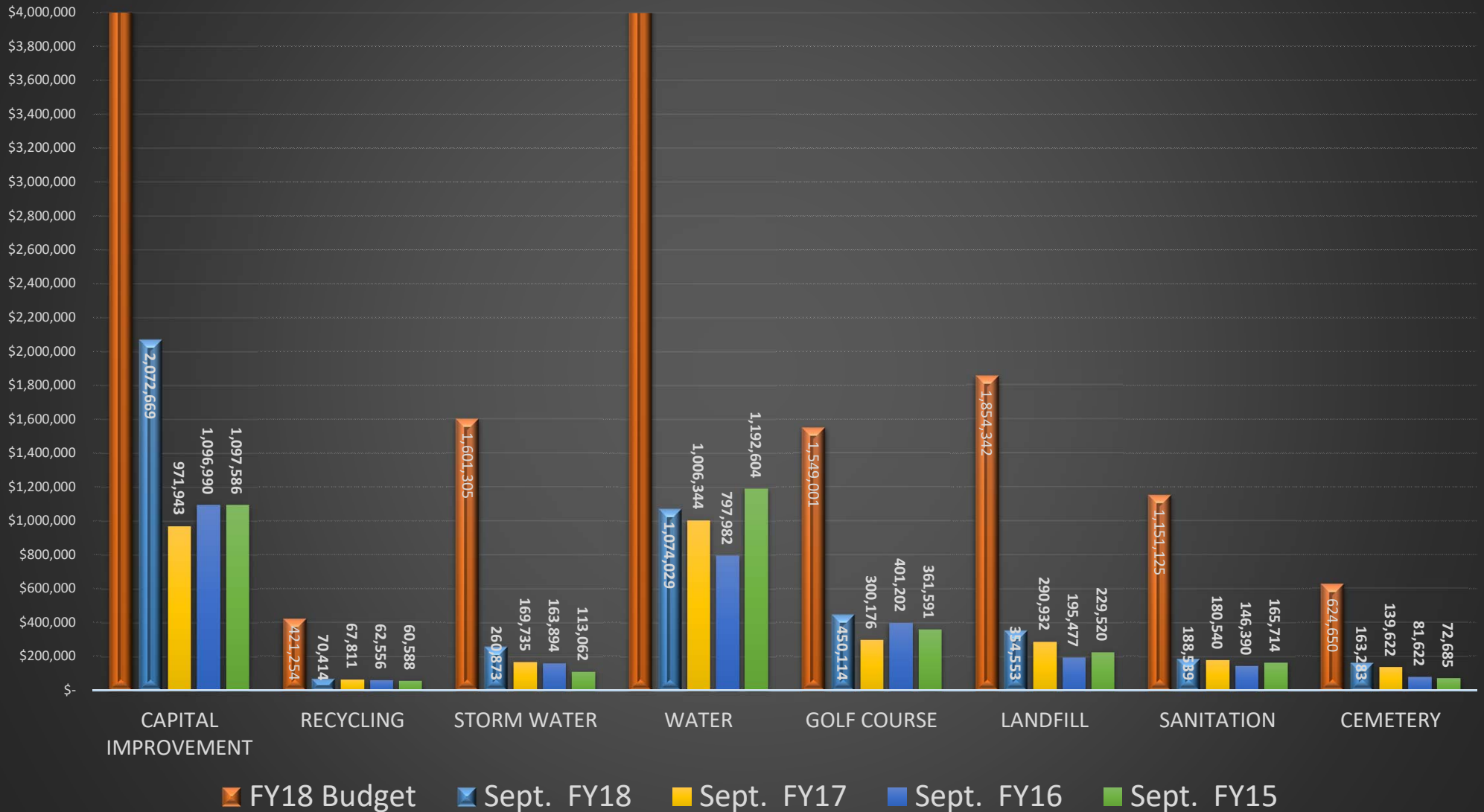
### Sept. 2017 Fiscal YTD Expenditures Compared to The Fiscal 2018 Total Budget and The Expenditures of the Same Timeframe of the Past Three Fiscal Years



## September 2017 YTD (Fiscal 2018) Expenditures Compared to the Expenditures of the Same Timeframe of the Past Three Fiscal Years



## September 2017 YTD (Fiscal 2018) Expenditures Compared to the Expenditures of the Same Timeframe of the Past Three Fiscal Years







# City Council Staff Report



**Subject:** Election Canvass and Approval  
**Author:** Shawna Andrus, Recorder  
**Department:** Legislative  
**Date:** November 14, 2017

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## **Background**

State law UCA 20A-4-301(2)(b)(i) requires that the governing body canvass and officially adopt the election returns no earlier than seven days after nor later than fourteen days after the election.

## **Analysis**

The “canvass” is a meeting at which the legislative body reviews and verifies the completeness and accuracy of the election results and then adopts them, if and when complete. The Council, convened as Bountiful City’s Canvass Board, certifies/approves the outcome of the General Election. Under contract previously approved by the Council, the Davis County Clerk/Auditor’s Office has already processed/counted the votes cast. If there are provisional or absentee ballots that have not been included in these results, there may be a need for an additional canvass on November 21st.

## **Department Review**

This report has been reviewed and approved by the Administrative, Legal and Executive Departments.

## **Significant Impacts**

Your approval and adoption of the official election results should not result in any financial impacts nor legal issues or new policies. It is simply compliance with State code.

## **Recommendation**

It is recommended that you approve the election results that have been presented to you as prepared by the Davis County Clerk/Auditor’s office.

## **Attachments**

The attachment with the results will be available for your review at Council meeting.



# City Council Staff Report



**Subject:** CAFR (Comprehensive Annual Financial Report) & Supplemental Reports for FY2017  
**Author:** Tyson Beck, Finance Director  
**Department:** Finance  
**Date:** November 14, 2017

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## **Background**

Our annual audit has been completed and the Comprehensive Annual Financial Report (CAFR) and supplemental report must be presented to the Council as per State law.

## **Analysis**

State law requires that municipalities prepare and present to the governing body an annual financial report in conformity with generally accepted accounting principles. State law also requires municipalities with annual revenues or expenditures of \$1,000,000 or more receive an annual independent audit and that the report of said audit be presented to the governing body (*See UCA Sections 10-6-150 and 51-2a-201 through 203.*).

For the fiscal year ended June 30, 2017 (FY2017) the CAFR was again prepared in-house by the Finance Department and audited by the independent auditing firm Keddington & Christensen, LLC. The FY2017 CAFR received an unmodified opinion (i.e. clean opinion) from the auditors as well as there were no audit adjustments to the City's FY2017 accounting.

Auditing standards require the independent auditing firm to report the scope of the audit, audit findings (if any), and audit adjustments (if any) directly to the governing body. Gary Keddington, Partner at Keddington & Christensen, LLC, will present the audit and supplemental report to the City Council.

## **Department Review**

The CAFR was prepared principally by the Finance Director and reviewed by the Assistant Finance Director and Assistant City Manager, as well as audited by Keddington & Christensen, LLC. The supplemental report was prepared by Keddington & Christensen, LLC and reviewed by the Finance Director, Assistant City Manager, and City Manager. This staff report was written by the Finance Director and reviewed by the City Manager.

## **Significant Impacts**

There is no action required or other significant impacts in regards to these financial reports.

## **Attachments**

CAFR and the auditor's Supplemental Report for fiscal year ended June 30, 2017.

## **Recommendation**

These reports are for your review of the City's FY2017 operations and finances.



# City Council Staff Report

**Subject:** General Contractor, 138 Substation Rebuild  
**Author:** Allen Ray Johnson  
**Department:** Light & Power  
**Date:** November 14, 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. The first phase of the construction will also include a new control building.

## **Analysis**

Both phases of this project have tight time schedules because we can only take one transformer bay out of service at a time and we can only have them out of service during off peak months. We will also be working in an energized substation.

We have worked with two local electrical construction companies that have the ability to do this type of project. Cache Valley Electric completed a high side breaker upgrade in our 138 Substation in 2012, and they completed a rebuild of our Southwest substation in 2015-16. Wasatch Electric completed our Power Plant and Central substation project in 2011-12. We were very happy with the work from both companies.

We have received bids from both companies. The Bid results are as follows.

| <b>Electrical Contractor</b>     | <b>Location</b>       | <b>Total Bid Price</b> | <b>Delivery</b> |
|----------------------------------|-----------------------|------------------------|-----------------|
| <b>Cache Valley Electric Co.</b> | <b>Salt Lake City</b> | <b>\$2,595,268</b>     | <b>Per Spec</b> |
| Wasatch Electric Co.             | Salt Lake City        | \$3,336,901            | Per Spec        |

We believe we have received complete bids from both companies.

## **Department Review**

This has been reviewed by the Power Department Staff, the City Manager and Electrical Consultants, Inc. (ECI) which is the electrical engineering firm that we have hired to assist us with the 138 substation rebuild project.

## **Significant Impacts**

This item is included in the 2017-18 and 2018-19 fiscal budgets and will be paid for from the Capital Work In Progress account 535300-474710. \$1,625,253 will be spent out of the current years budget.

**Recommendation**

Staff and ECI recommend approval of the bid from Cache Valley Electric for a total of \$2,595,268.

This item will be discussed at the Power Commission meeting Tuesday morning, November 14, 2017, and we will bring their recommendation to the City Council meeting that night.

**Attachments**

None

# City Council Staff Report



**Subject:** 138 Substation, Relay Panels  
**Author:** Allen Ray Johnson  
**Department:** Light & Power  
**Date:** November 14, 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 also planning to construct a new control building and install new relay panels in the new building. The relay equipment monitors and protects the substation transformers.

## **Analysis**

Invitations to bid on the new relay panels were sent out to 5 vendors. The bid results are as follows.

| <b>Manufacturer</b>                           | <b>Location of Plant</b> | <b>Total Bid Price</b> | <b>Delivery</b> |
|---|--------------------------|------------------------|-----------------|
| <b>Specialty Electronics, Inc.</b>            | <b>Powell, Wyoming</b>   | <b>\$157,130</b>       | <b>16 wks</b>   |
| SEL, Schweitzer Electronic Laboratories, Inc. | San Luis Potosi, Mexico  | \$180,060              | 16 wks          |
| ICC, Instrument Control Company               | West Valley City, Utah   | \$183,003              | 16 wks          |

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 Specialty Electronics, 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 Specialty Electronics, Inc. for the relay panels for a total of \$157,130.

This item will be discussed at the Power Commission meeting Tuesday morning, November 14, 2017, and we will bring their recommendation to the City Council meeting that night.

## **Attachments**

None





# City Council Staff Report



**Subject:** 138 Substation, Virginia Transformer Change Order  
**Author:** Allen Ray Johnson  
**Department:** Light & Power  
**Date:** November 14, 2017

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## **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.

Last August we ordered the two autotransformers needed for this substation upgrade. The initial cost for these transformers was \$717,224 each. We have identified two items that need to be revised on these transformers. We need to install metering CT's on the high voltage bushings. This will cost \$24,816 per transformer. We also need to upgrade the arresters on the high voltage side of the transformers. This will cost an additional \$1,334 per transformer.

## **Analysis**

These changes can be made now without impacting the delivery schedule of the transformers.

## **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 change orders for the metering CT's and the arrester upgrade by Virginia Transformer for a total of \$52,300.

This item will be discussed at the Power Commission meeting Tuesday morning, November 14, 2017, and we will bring their recommendation to the City Council meeting that night.

## **Attachments**

None



# City Council Staff Report

**Subject: Real Estate Purchase Agreement**  
**120 South and 200 West**  
**Author: Clinton Drake**  
**Department: Legal**  
**Date: November 14, 2017**



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## **Background**

The real property located immediately north of the Power Department at approximately 120 South 200 West, Bountiful, ("Property") was recently listed for sale. It consists of approximately .92 acres of land. The Power Department has been in need of additional area to store vehicles, equipment and materials. The Property provides an ideal location for the Power Department to expand its storage area because it can be directly incorporated into the existing storage yard area. Accordingly, City staff placed an offer to the owner's listing broker and the Property is currently under contract, subject to City Council approval. The agreed upon purchase price is five hundred fifteen thousand dollars (\$515,000). The transaction, if approved, will be an arm's length transaction and not under the threat of eminent domain.

## **Analysis**

If the Council determines to approve the Agreement, it will give the City fee title to the Property and will provide the City much needed space to expand its Power Department storage yard. An appraisal has been performed by an independent MAI certified appraiser. The Property appraised for the agreed upon purchase price. The City has asked for an Environmental Assessment to be performed on the Property. Staff has been informed that this assessment is nearly complete and the Council should have it by the City Council Meeting. An update will be provided to the Council once the assessment has been received.

## **Department Review**

This staff report was prepared by the City Attorney and the City Manager.

## **Significant Impacts**

Approval of the Agreement will conclude negotiations and set the transaction for closing within six (6) business days. After closing, the City will own fee tile to the Property and may utilize the Property for whatever purpose it chooses.

## **Recommendation**

It is recommended that the City Council approve the Resolution Approving the Real Estate Purchase Agreement for Property Located at Approximately 120 South and 200 West, Bountiful, Utah.

**Attachments**

Real Estate Purchase Agreement

Arial Photo of the Property