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Minutes of the  
**BOUNTIFUL CITY COUNCIL**  
Thursday, February 7, 2019

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Present:	Mayor	Randy Lewis
	Councilmembers	Kate Bradshaw, Kendalyn Harris, Richard Higginson, John Marc Knight, Chris Simonsen
	City Manager	Gary Hill
	Assistant City Manager	Galen Rasmussen
	City Attorney	Clinton Drake
	City Planner	Chad Wilkinson
	City Engineer	Lloyd Cheney
	Finance Director	Tyson Beck
	Parks Director	Brock Hill
	Power Director	Allen Johnson
	Water Director	Mark Slagowski
	IT Director	Alan West
	Streets & Sanitation Director	Gary Blowers
	Human Resources Manager	Shannon Cottam
	Police Chief	Tom Ross
	Recording Clerk	Maranda Hilton

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

**Thursday Session – 9:00 a.m.**  
**Hyatt House – 140 South 300 West, Salt Lake City, 84101**

**WELCOME AND INTRODUCTION – MAYOR LEWIS**

Mayor Lewis opened the meeting at 9:00 a.m. Councilwoman Kendalyn Harris led everyone in the Pledge of Allegiance and Councilman Richard Higginson gave a prayer.

The Mayor welcomed everyone in attendance and talked about how much he loves being a part of this team of people. He then reported to the Council and Staff about the things that he is involved in as the Mayor of Bountiful. He currently serves as the Chair of four boards (Lakeview Hospital, South Davis Fire District, Davis County Health Department and Davis County Council of Governments). He also serves on many other boards (South Davis Sewer District, Davis Fund Board, Wasatch Front Regional Council, South Davis Recreation District Board, Legislative Affairs Chamber of Commerce and the Utah League of Cities and Towns). He loves representing and advocating for Bountiful in these positions and he loves seeing the difference that local government can make in the lives of individuals and local businesses.

**PRIOR YEAR SUCCESSES – MR. GARY HILL**

Mr. Gary Hill invited the Council and the Staff to reflect on the projects, events and policies of the past year that they are proud of or that were important. Some of the topics discussed were: the

1 Bountiful City Communication Plan, the hiring of Lloyd Cheney as City Engineer, the Day/Mabey  
2 house solution, the Coats for Kids Car Show, the rebuilding of transformers at the 138 KV substation,  
3 the no-fee solution to the recycling issue, the interlocal agreement to build an Ice Ribbon, the  
4 Downtown Zone changes, the new Downtown Plaza project, the Truth in Taxation process, the high  
5 school parking solution, the completion of a 2MGD water treatment plant in Mueller Park, the  
6 opening of Creekside Park, the new 1.5 million gallon reservoir on 400 North, the implementation of  
7 our new online business license renewal system, the replacement and upgrade of all the City's  
8 network equipment over the last three years with increased cybersecurity, and the implementation of  
9 yearly employee service projects.

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11 The meeting was paused for a ten-minute break, and then reconvened at 11:04 a.m.

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13 **CITY PROJECTS AND INTIATIVES - STAFF**

14 Mr. Gary Hill presented the Council with a table of City Projects and Initiatives, asking them  
15 to select ones they feel are priorities and would like to talk about as a group, at which point Staff  
16 contributed information about those projects and helped answer questions the Council might have.  
17 Updates were given on a number of projects around the City:

18 Cheese (Twin Hollow) Park improvements: Last year the City contracted with a tree removal  
19 company to get rid of the invasive Russian olive trees and this year those trees will be replaced with  
20 other trees that are more park-friendly. The City has committed to fix the crack in the pickle-ball  
21 courts (this will be a temporary fix of grinding it down and filling it in with a polymer) until the  
22 courts can be completely replaced (and possibly add a couple more). It won't be the most beautiful  
23 solution, but it will make the courts safer to play on once again. The next RAP tax authorization in a  
24 few years will probably help in part to fund a major overhaul of the park, but until then improvements  
25 will stay fairly minimal. The baseball/softball field in the park will remain as it is, because it enables  
26 multi-sport use, and it isn't in high demand for baseball.

27 Dog park planned for 2019: Construction will start on a dog park in Bountiful as soon as the  
28 weather improves. Costs primarily involve concrete, fencing, and improvements to the water  
29 fountains for the animals. Around \$40,000 has been set aside from the RAP tax project list for this  
30 project. It will be located at Brickyard Park.

31 Main Street Improvement Project: Some of the Main Street improvement plans have been put  
32 on temporary hold due to the Alphagraphics expansion and remodel that is currently underway. It is  
33 hopeful that parking improvements will be possible in the FY 2020 budget. Putting more parking in  
34 front of the Alphagraphics building will serve all of the surrounding buildings and is very much  
35 needed.

36 Updating Main Street Holiday Lighting: With the opening of the new Downtown Plaza this  
37 coming Fall/Winter, it was asked if plans could be made to have more holiday lighting along Main  
38 Street. Compared to Kaysville and Centerville, Bountiful's lights aren't as impressive. Currently, any  
39 holiday lighting along Main Street is put up by the business owners, with the Power Department  
40 employees take care of the City Hall campus decorations only. The power capacity of the outlets  
41 along Main Street may be a constraint, but if all of the lights were LEDs, that could potentially  
42 support more lights being strung. One of the issues is that other cities often have an off-season, in  
43 which their Streets employees string lights, but Bountiful's Streets employees are busy year-round  
44 and don't have the weeks and months it takes to string and unstring lights on trees every year. A less  
45 labor-intensive option of stringing lights on the light poles instead of the trees was suggested as a  
46 possibility. It was decided that this should be added to a future work session to discuss all the options.

1           The Trails Master Plan: The Trails Committee is getting ready to roll out a survey to residents  
2 about when, where and how often they use the current trails, etc. They will also host an open house  
3 from March to April to get more community input about the master plan. Mueller Park is an  
4 interesting problem, because it is on federal land, so any changes made to its trail systems require an  
5 environmental study. It gets a lot of use from hikers, mountain bikers and equestrians, and much  
6 could be done to improve trail sharing problems. Some bridges will be put up in Holbrook Canyon  
7 next year, along with several other improvements that will enhance the Bountiful trail system for all  
8 kinds of users.

9           Renaissance Town Center Pad A development: This site has been permitted and work has  
10 begun which is exciting. There is still some question about what ratio of residential to commercial  
11 use development should be permitted in that spot for optimum benefit for the neighborhood and the  
12 City. The developers have been working with the Planning Department on this issue, and the Council  
13 should expect to see final plans for this project within the next two to three months.

14           Main Street Façade Grant: The application period is now closed, and there were nine  
15 applicants in total. The RDA board will go through the applicants and present a recommendation to  
16 the Council for who should receive the grant money. They have given themselves 60 days to make a  
17 decision, and the project must be completed by the end of 2019. The City has the option of awarding  
18 one grant of \$50,000 or two grants of \$25,000 each.

19           Naming the new Downtown Plaza: Because the Plaza will be in use this fall/winter, it is a  
20 priority to figure out a process for naming the Plaza as soon as possible. The Council discussed ways  
21 to go about naming it, and it was decided that doing a public contest was probably not the best idea.  
22 Best practices would include making sure the Plaza has a name that gives people an idea about where  
23 it is, and that has strong ties to the City of Bountiful. One idea given, in order to help generate  
24 excitement over the Plaza opening, is to go around to the elementary schools in Bountiful to tell them  
25 about it and ask the kids what they think it should be named. The Council asked that we put this on a  
26 work session agenda in the near future so that they could keep working on it.

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28           The meeting was paused for a one-hour lunch, and then reconvened at 1:03 pm.

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30           **DAY OF SERVICE – MR. GARY HILL & COUNCILMAN SIMONSEN**

31           Councilman Simonsen presented to the Council and Staff a potential “Day of Service” for the  
32 residents of Bountiful. He feels that it would help develop “buy-in” from the residents for this great  
33 City. Questions on how this would be best implemented were discussed. One idea is to have this be a  
34 day that we simply encourage all the residents of Bountiful to go out and serve their community and  
35 find projects in their own neighborhoods. Another idea is to have the City identify projects that they  
36 could use resident’s help with and plan a day that they organize the supplies and use volunteer labor  
37 to complete them. Another idea that several other cities in the US have adopted is called “Paint Your  
38 Heart Out”, where volunteers help paint two or three houses in the city that belong to people who are  
39 unable to do it themselves. Or some sort of hybrid model could be considered, where the City  
40 sponsors some projects, but also encourages everyone to get out and help in some way.

41           Some projects that were identified as potential City-sponsored service projects include  
42 painting fire hydrants, cleaning up parks, cleaning up Main Street, painting bridges, working at the  
43 cemetery, helping with trail improvements, cleaning up Bountiful Pond, etc. If we do City projects  
44 we would need to have City Staff supervising, which will be a lot of work for Staff. It will probably  
45 be most successful on a Saturday morning, which will require Staff to rearrange their weekly

1 schedule so that no one has to work overtime. Timing will also be an important factor; the time of  
2 year the projects are done will determine which ones are possible.

3 Perhaps a link could be put on the website to ask residents to share ideas of what projects  
4 might be beneficial, also use the website to allow people to sign up for the different projects and to  
5 disburse needed information about the projects, as well as encourage participation on social media,  
6 and/or have it be a contest. Local retailers might want to participate with prizes. Councilmembers  
7 think it is a good idea to start a Day of Service in Bountiful and want to discuss how to implement it  
8 further at a work session.

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10 **ECONOMIC DEVELOPMENT UPDATE – MR. CHAD WILKINSON**

11 Mr. Chad Wilkinson went through several economic development sites in Bountiful and gave  
12 an update on the progress of each one. He talked about the Carrington Place housing development,  
13 the Creekside Senior Living Center, Culver’s Restaurant, the 4<sup>th</sup> North office building, the IHC  
14 Bountiful Clinic expansion project, the Hepworth 12-plex, Alphagraphics’ expansion and remodel,  
15 the Beck flex-space and Mountain West Gymnastics building on 500 West, Quick Quack Carwash,  
16 the Stone Creek subdivision, the Eggett subdivision, and a new Boxing Gym that’s opening adjacent  
17 to Downeast.

18 Mr. Wilkinson also discussed the rollout of the City’s online business license renewal stating  
19 that about one-third of the City’s businesses had already taken advantage of this new service. The  
20 online renewal process will save time for both the business and City employees.

21 The meeting was paused for a ten-minute break and then reconvened at 2:33 pm.

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23 **PUBLIC ART PROGRAM – MR. GARY HILL**

24 Mr. Gary Hill led a discussion on a public art program for the City. Examples of public art  
25 from various cities were shown as examples of what public art looks like and how different themes  
26 could be incorporated. Public art can be used to draw people to specific locations and help bring  
27 community events. Public art can aid in a community’s identity and tourism. Members of the Council  
28 and Staff shared their experiences with public art.

29 Mr. Hill asked the Mayor and Councilmembers what concerns or thoughts they have about a  
30 public art program. Items that were part of the discussion were: costs and funding sources, quantity  
31 and style of art, what type of art is selected and who gets to make that decision, could there be  
32 potential partners with the City in such an art program, vandalism and theft, how the public could be  
33 involved in an art program, possibly allocating a percentage of each large capital project to the public  
34 art program. It was pointed out that the City does already have some efforts in public art such as  
35 Summerfest and chalk art.

36 Councilmembers are very open to a public art program and will look to staff for future  
37 considerations of how to begin this process.

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39 **RESIDENT ENGAGEMENT – MR. GARY HILL & COUNCILWOMAN HARRIS**

40 Councilwoman Harris began the discussion of resident engagement through providing  
41 opportunities to be useful and serve. She discussed current committees, commissions, and volunteer  
42 opportunities and mentioned that she has been approached by residents looking for opportunities to  
43 serve.

44 Councilwoman Harris encouraged Staff to consider opportunities to involve the public in a  
45 way to aid the City in its responsibilities.

1 Mr. Gary Hill reminded the Council of an outreach in the past to seek advice on such resident-  
2 engagement activities being carried out in the operations of other municipalities. One of the main  
3 comments received in the feedback, and mirrored the experience of City Staff, was that you should  
4 make sure that a need drives the creation of a city-sponsored committee or commission.

5 Staff discussed based on their experiences the pros and cons of such resident committees and  
6 commissions. Staff recommended that one-time task forces could be a useful way to both involve the  
7 public and fulfill a City need.

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9 **TRUTH IN TAXATION FOLLOW-UP – MESSRS. GALEN RASMUSSEN & TYSON BECK**

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11 Mr. Galen Rasmussen revisited the process and procedures conducted as part of the raising of  
12 property taxes in August of 2018 and fulfilling the State requirements of Truth-in-Taxation. The  
13 Mayor and Council then discussed their overall perceptions that they were happy with the process  
14 and that they felt those that wanted to understand the context and why behind the property tax  
15 increase were given good explanatory information.

16 Mr. Tyson Beck reviewed the thoughts that the City Council expressed in the May 22, 2018  
17 work session to make the Truth-in-Taxation an annual process in an effort to ensure financial stability  
18 of City operations and public involvement. The thoughts were to go through the process annually to  
19 allow the residents to get accustomed to the process but to only increase taxes when warranted. Mr.  
20 Rasmussen then asked if this was still the Council’s direction for Staff. The general consensus of the  
21 Council was that they did want to go through the Truth-in-Taxation process annually.

22 Mr. Beck outlined that the City’s property taxes had previously not been raised for 18 years,  
23 which has eroded through inflation the buying power of the City’s property taxes. Additionally, the  
24 City’s financial policy has traditionally been to fund capital and operational expenditures on a ‘pay-  
25 as-you-go’ basis rather than regularly bonding for ongoing operations or larger infrastructure  
26 projects. This financial policy does require a more regular property tax increase than every 18 years  
27 as reserves must be built up in years with fewer infrastructure projects. Graphs were presented  
28 showing stagnant reserve balances, increased use of the City’s sales taxes to fund operations rather  
29 than building capital expenditure reserves, and the volatility of sales taxes due to the economy.

30 Staff recommended that besides going through Truth-in-Taxation annually that the City make  
31 raising the property taxes a more regular process. The Council was asked how regularly they would  
32 like to see a property tax increase. Comments included: making sure we look at all revenue sources  
33 before raising taxes such as potentially increasing the transfer from the Power Department, it is good  
34 to keep our property tax revenues caught up with inflation, and incremental increases to property  
35 taxes are better than large one-time increases. The general consensus of the Council and Mayor was  
36 that they did want to raise property taxes on a more regular basis but that Staff should review the  
37 need annually as part of the budgeting process and recommend to the Council when an increase was  
38 needed.

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40 **ADJOURN**

41 Councilman Knight made a motion to adjourn and Councilman Higginson seconded the  
42 motion. The motion passed with Councilmembers Bradshaw, Harris, Higginson, Knight and  
43 Simonsen voting “aye”. The meeting was adjourned for the day at 4:08 p.m.

  
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Mayor

  
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City Recorder

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**Minutes of the  
BOUNTIFUL CITY COUNCIL  
Friday, February 8, 2019**

5 Present: Mayor Randy Lewis  
6 Councilmembers Kate Bradshaw, Kendalyn Harris, Richard Higginson,  
7 John Marc Knight, Chris Simonsen  
8 City Manager Gary Hill  
9 Assistant City Manager Galen Rasmussen  
10 City Attorney Clinton Drake  
11 City Planner Chad Wilkinson  
12 City Engineer Lloyd Cheney  
13 Finance Director Tyson Beck  
14 Parks Director Brock Hill  
15 Power Director Allen Johnson  
16 Water Director Mark Slagowski  
17 IT Director Alan West  
18 Storm Water/Streets Director Gary Blowers  
19 Human Resources Director Shannon Cottam  
20 Police Chief Tom Ross  
21 Recording Clerk Maranda Hilton

23 Others in attendance:

24 JRCA Architect Jim Child  
25 JRCA Architect Scott Holmes  
26 JRCA Staff Annette Coleman

27  
28 Official notice of the City Council Meeting was given by posting an Agenda at City Hall and on  
29 the Bountiful City Website and the Utah Public Notice Website and by providing copies to the  
30 following newspapers of general circulation: Davis County Clipper and Standard Examiner.  
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32 **Friday Session – 9:00 a.m.**  
33 **Hyatt House – 140 South 300 West, Salt Lake City, 84101**

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36 **WELCOME PLEDGE & PRAYER – MAYOR LEWIS**

37 Mayor Lewis opened the meeting at 9:00 a.m. Mr. Galen Rasmussen led everyone in the  
38 Pledge of Allegiance and Councilman Chris Simonsen gave a prayer.  
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40 **CITY HALL REMODEL - JRCA ARCHITECTS**

1 The time was turned over to the lead architects of the City Hall remodel project (Jim Child  
2 and Scott Holmes of JRCA Architects) to show the Council and Staff the latest plans for the building  
3 remodel.

4 Mr. Jim Child reviewed the basic building functions and priorities given to JRCA by City  
5 Staff and the City Council that were used to develop the drafted designs of the remodel. Some of the  
6 remodel goals were: help staff and City operations, improve building security, create more public  
7 space, eliminate entrance and building navigation confusion, etc.

8 Mr. Scott Holmes showed the drafted designs and discussed each area of the building to  
9 illustrate how the designs worked to fulfill the functions and priorities provided to JRCA. Some of  
10 the design changes were: new security measures for employee-only space, ability to lock down  
11 employee-only space allowing after-hours use by the public, façade changes, ADA compliance  
12 upgrades, elimination of East-facing public entrance, etc.

13 The Mayor asked the Council if there was any interest in changing the name from the  
14 traditional 'Bountiful City Hall'. The Council felt that it was a topic worth discussing and asked Staff  
15 to bring the topic back in a work session.

16 The Council and Mayor had a few comments for JRCA and overall were pleased with the  
17 renderings and floorplans presented.

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19 The meeting was paused for a fifteen-minute break and was reconvened at 11:00 am.

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21 **TEMPORARY RELOCATIONS AND MOVING SCHEDULE – MR. LLOYD CHENEY**

22 Mr. Lloyd Cheney informed the Mayor and Council of the City Hall remodel timeline and  
23 plans as well as the timeline for the relocation of City Hall employees.

24 City Hall is expected to be under construction between 12 to 18 months and all departments in  
25 City Hall will need temporary locations. The HR and IT departments will be relocated to the Water  
26 Department building. The Legal and Administrative departments will be relocated to the Public  
27 Safety building. All other City Hall departments will be relocated to a leased property located at 150  
28 North Main Street.

29 The move out of City Hall will happen in phases but all departments are anticipated to be  
30 relocated by April 15<sup>th</sup> of this year.

31 Mr. Cheney then began a discussion on the anticipated budget for the City Hall relocation and  
32 remodel. He began by referring to the City Hall use and needs analysis performed by GSBS in 2014.  
33 That analysis showed that to remodel City Hall and bring it to current code would cost approximately  
34 \$6.5 million. That analysis didn't include upgrades to IT networks, audio-visual components,  
35 relocation costs, design and engineering costs, or contingency costs.

36 The estimates that have come back from our general contractor/general construction manager  
37 for the City Hall remodel and relocation total \$7.7 million. Mr. Cheney explained that given the use  
38 and needs analysis total of \$6.5 million in 2014, and given the items that were missing from that  
39 analysis, the \$7.7 million seems like a reasonable budget for this project. Included in that budget is  
40 ground-source HVAC equipment that is anticipated to payback the added cost of the upgraded  
41 equipment through energy efficiency.

42 Mr. Cheney asked the Mayor and Council to support the recommended City Hall remodel and  
43 relocation budget of \$7.7 million as presented. There was some discussion about the upgraded  
44 ground-source HVAC equipment verses the conventional system. Staff's recommendation was to  
45 include the upgraded equipment as its durability and efficiency should provide the payback expected.  
46 Councilmember Knight made a motion to accept the \$7.7 million budget to renovate City Hall



1 recommended by Staff and Councilmember Simonsen seconded the motion. The motion passed with  
2 Councilmembers Bradshaw, Harris, Higginson, Knight and Simonsen voting “aye”.

3

4 **ADJOURN**

5 Councilman Simonsen made a motion to adjourn seconded by Councilwoman Bradshaw. The  
6 motion passed with Councilmembers Bradshaw, Harris, Higginson, Knight, and Simonsen voting  
7 “aye”. The meeting was adjourned at 11:57 a.m.

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Mayor

  
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City Recorder