

BOUNTIFUL CITY COUNCIL MEETING

TUESDAY, August 28, 2018

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. Accessory Dwelling Units (ADUs) discussion – Mr. Chad Wilkinson p. 3
2. On-street parking in winter & driveways discussion- Mr. Chad Wilkinson 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 held on August 7, 2018 p. 9
4. Council Reports
5. Consider approval of:
 - a. Weekly expenditures > \$1,000 paid July 30, 31, August 6, 7, 13, 14, 15, 2018 p. 17
 - b. Preliminary June 2018 Financial Report p. 25
6. Consider approval of the removal of the existing “No Parking During School Hours” signs near Bountiful and Viewmont High Schools – Chief Tom Ross p. 39
7. Consider approval of Ordinance 2018-07 regarding travel and training personal use expenditures – Mr. Tyson Beck p. 43
8. Consider approval of Pro Build Construction’s bid for the construction of the Holbrook booster station in the amount of \$288,220 and authorizing the Water Department to purchase motor control panels, pumps, motors and discharge heads in the total not-to-exceed amount of \$79,986– Mr. Lloyd Cheney p. 47
9. Consider approval of the Downtown Plaza Site Plan – Mr. Lloyd Cheney p. 51
10. Consider approval of the purchase of two police vehicles from Performance Auto Group and Tony Divino Toyota in the total amount of \$55,027 – Chief Tom Ross p. 53
11. Consider approval of the quote from Osmose Utilities Services Inc. for pole testing in the amount of \$160,000 – Mr. Allen Johnson p. 55
12. Consider approval of the cost of the American Technology Boring Bid extension in the amount of \$314,435 – Mr. Allen Johnson p. 57
13. Consider approval of the purchase of a truck service body from Mountain States Industrial Supply/B/G in the amount of \$35,862 – Mr. Allen Johnson p. 61
14. Consider preliminary site plan approval for a 12-plex multi-family, One and One Apartments located at 100 South 110 West, Mr. Brian Knowlton, applicant – Mr. Chad Wilkinson p. 63
15. Consider preliminary site plan approval for Alphagraphics located at 265 South Main Street and 295 South Main Street, Mr. Spencer Anderson, applicant – Mr. Chad Wilkinson p. 75
16. Consider approval of Ordinance 2018-08 amending the DN Zone to allow private schools as a conditional use – Mr. Chad Wilkinson p. 87
17. Consider preliminary and final subdivision approval for Nathan’s Subdivision located at 306 and 292 West 400 North, Mr. Nathan Polatis, applicant – Mr. Paul Rowland p. 91
18. Consider approval of an easement release at 3055 South 600 West, Mr. Roger Beattie, applicant and authorizing the Mayor to sign the release document – Mr. Paul Rowland p. 97
19. Consider approval of the selection of JRCA Architects as the designers of the Bountiful City Hall remodel – Mr. Paul Rowland p. 101
20. Consider approval of Ordinance 2018-09 enacting Title 11, Chapter 4 of the Bountiful Municipal Code regulating the placement, construction, installation, and maintenance of wireless telecommunication facilities in the right-of-way – Mr. Clint Drake p. 107
21. Adjourn


City Recorder

City Council Staff Report



Subject: Accessory Dwelling Unit Discussion
Author: Chad Wilkinson, City Planner
Date: August 28, 2018

Background and Analysis:

The Council has requested a discussion of the standards related to accessory dwelling units. Accessory dwelling units (ADU's), sometimes called mother-in-law apartments or granny flats, have been allowed in Bountiful for several years. Since ADU's are allowed in single family residential zones, the code has several restrictions to ensure that the approval of an ADU does not evolve into a duplex. One of these is a requirement that the units be occupied only by "members of the immediate family of the principal owner-occupants of the dwelling and shall be limited only to legal dependents, children, parents, siblings, grandchildren and grandparents." To enforce this requirement, the Code requires the recording of a deed restriction limiting the occupancy of the units to immediate family of the owner-occupant only. The City has received occasional requests to allow for rentals of these units to people who are not immediate family. Although these requests are infrequent, it is likely that many of these accessory units are being rented to non-family members. Once the unit is approved by the City, it is difficult to monitor who the unit is being leased to since the City receives very few complaints regarding legally established ADU's.

Many Cities along the Wasatch Front allow ADU's with varying levels of regulation. Common to most ordinances is a requirement that the principal unit be occupied as the primary residency of the owner. This owner occupancy requirement resolves many concerns related to these units since neighboring property owners can appeal directly to the owner-occupant for concerns related to the ADU. The owner occupancy requirement is fairly straight forward to enforce and works well to ensure self-regulation of the other standards of the ordinance.

City staff have very few concerns with modifying the ordinance to allow nonrelatives to occupy legally established ADU's provided the owner occupancy provisions of the Code are strengthened to clarify that the owner must reside in one of the units as their primary residence.

Department Review

This proposal has been reviewed by the City Manager, Engineering, and Planning Departments.

Significant Impacts

With a strengthened and clarified requirement for owner occupancy, it is anticipated that a change to allow non-relatives to live in accessory dwelling units will have minimal impacts on implementation of the ordinance.

Recommended Action

Provide staff with direction on whether to modify the Code to allow for non-relatives to lease and/or occupy accessory dwelling units.

City Council Staff Report



Subject: Winter Parking and Driveway Discussion
Authors: Gary Blowers, Streets and Sanitation Director
Chad Wilkinson, City Planner
Date: August 28, 2018

Background and Analysis:

The Council has recently received a request to consider modifying the driveway standards of the Code. The issue centers around concerns about inadequate off-street parking on some residential lots in the City and the need for additional parking options. During the discussion, it was brought up that the current winter parking ordinance drives some of the difficulty in providing parking on properties. It was argued that parking restrictions make it necessary on some lots for cars to be jockeyed about in order to meet the ordinance causing inconvenience for the owners of those properties. The Council has requested a discussion on winter parking and driveway standards to determine whether changes are warranted. The following analysis looks at the issues of winter parking and driveway standards separately.

Winter Parking

The current ordinance prohibits on-street parking between the hours of 2:00 a.m. and 6:00 a.m. during the months of November, December, January, February and March and when it is actually snowing, or within twelve hours thereafter. The reasons for the prohibition are related to public safety and efficient clearing of snow during these winter months. There are many reasons why restrictions to on-street parking make sense during these winter months. The following summarizes the significant reasons for a prohibition on on-street parking during winter months:

- Public safety depends on streets being cleared completely to reduce accidents and have quick response time for the public needs.
- Added costs to City budgets for overtime with slower plow time completion and potential “going back” to clear snow when cars are moved.
- Cul-de-sacs will be next to impossible to plow.
- The travel lanes on the streets will become narrow if the City cannot push the snow back to the curb.
- Snow plowing operations will not be able to continue the high level of service and efficiency that Bountiful is known for. It will make it very difficult to maneuver plow trucks on snow covered and icy streets with vehicles parked on the streets.
- Liability claims will increase with vehicles and mailboxes as we have to drive around parked cars.
- Mail will not be delivered to residents as the Post Office requires snow to be pushed up to the curb.
- Sanitation and Recycle trucks will have difficulty picking up cans with vehicles parked on the streets.
- Street sweepers and leafers will not be able to clean out gutters to keep debris from going into storm drains. The City cleans the streets and gutters even into the winter

to get as many leaves and debris picked up to keep them out of the storm drains. Storm water regulations require us to keep as much debris out of the storm drains as possible.

- Water drainage will be restricted if plowing is not curb to curb causing continual icy conditions.
- Winter parking restrictions are not unique to Bountiful as these issues apply to all Cities along the Wasatch Front.

Based on these significant issues, it is recommended that the winter parking ordinance remain unchanged.

Single Family Residential Driveway Standards

Single family driveway standards currently allow up to two driveways with a minimum width of 12 feet and a maximum width of 30 feet for each driveway. A minimum spacing of 35 feet is required between driveways on the same lot. The Code limits the amount of the front yard that may be paved and prohibits the parking of vehicles in the front setback area except in these approved driveway areas. Some lots, because of their configuration or size only qualify for one driveway. This is mostly seen in cul-de-sac lots or some of the old narrow lots that were created in the early days of the City. Additional driveway restrictions apply to corner lots where a driveway is only allowed in the corner lot side yard if it provides direct access to an approved garage or carport located behind the required setback area.

Many older homes in the City were constructed with only a single car garage or carport with narrow driveways. In addition, some corner lots have adequate room for parking in areas behind the corner lot side yard setback, but were built in a manner that restricts the construction of a garage or carport. There are potential changes that could address some of these constraints. These could include allowing for widening of driveways in front of home and changing the requirement for carports or garages on corner lots. However, any change to the driveway ordinance should maintain minimum open space requirements and minimum spacing requirements for driveways. Bountiful is known as a City of beautiful yards and gardens and the front yard is the main area for the expression of that aesthetic policy. Any change to the driveway standards should protect minimum open space standards in front yards. Besides aesthetic issues, maintaining these impervious areas provides for storm water infiltration and decreases runoff into the public storm water system. Minimum spacing requirements help to preserve this front yard area while also providing areas for on-street parking and facilitating trash pick-up by providing locations for trash cans in areas that do not block driveways. At the work session staff will provide photographs that further illustrate the issues related to driveways.

Department Review

This request has been reviewed by the City Manager, Engineering, and Planning Departments.

Significant Impacts

Changing the winter parking ordinance will have significant impacts to delivery of vital public services and therefore this standard should remain in place. Changes could be considered to the existing residential driveway standards that would provide additional off street parking particularly in older areas of the City where narrow or single car driveways are inadequate for parking. In order to reduce significant issues, these standards should still ensure adequate landscaping and open space and spacing standards.

Recommended Action

It is recommended that the Council make no changes to the winter parking ordinance. It is recommended that the City Council provide staff with direction on whether to initiate a text amendment to modify the driveway standards of the Code.

Minutes of the
BOUNTIFUL CITY COUNCIL
August 7, 2018 – 6:00 p.m.

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Present: Mayor Randy Lewis
Councilmembers Kendalyn Harris, Richard Higginson, Beth Holbrook,
John Marc Knight, Chris Simonsen (Mayor Pro-Tem)
City Manager Gary Hill
Asst. City Manager Galen Rasmussen
City Prosecutor Jake Fordham
City Planner Chad Wilkinson
City Engineer Paul Rowland

Department Directors/Staff:
Police Chief Tom Ross
Assist. Police Chief Ed Biehler
Finance Director Tyson Beck
Information Tech. Director Alan West
Parks Director Brock Hill
Asst. City Engineer Lloyd Cheney
Public Works Engineer Todd Christensen
Cemetery Superintendent Geno Flanary
Recording Secretary Nikki Dandurand

Others:
Deputy Fire Chief Dane Stone
Deputy Fire Chief Dave Powers

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

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

Mayor Pro-Tem Simonsen welcomed those in attendance and called the session to order at 6:02 p.m.

SUMMERWOOD FIRE AND FIREARMS DISCUSSION – MR. JACOB FORDHAM & MR. GARY HILL

Mr. Hill reviewed the incident that started this fire and burned approximately 56 acres last year. Personnel on scene could also hear “popping” noises coming from the fire. Deputies Stone and Powers from South Davis Metro Fire presented video/pictures of the fire from KSL news coverage. They were able to see the topography, estimate wind, weather, etc. and effectively stop the fire. Flame retardant was also dropped in an effort to curb the fire. The United States Forest Service has moved forward with charges and are expected to have a resolution later this month which will include

1 restitution.

2 Mr. Hill stated the City is waiting for the Forest Service to finish their investigation and then
3 the City will move forward with its investigation. Although there were complaints from the
4 neighbors, City personnel could only reply that it was located on the Forest Service property and
5 could not provide enforcement outside City limits. Mr. Hill stated they will take another look into the
6 language of the proposed changes and come back to the Council at a later date.

7
8 **Regular Meeting – 7:00 p.m.**
9 **City Council Chambers**

10
11 Mayor Lewis called the meeting to order at 7:00 p.m. and welcomed those in attendance.
12 Will Smith, local Scout, led the Pledge of Allegiance; Father Rene of St. Olaf Catholic Church gave a
13 prayer.

14
15 **PUBLIC COMMENT**

- 16 • Resident – asked for reduced fees for High school students playing on
17 City golf course
- 18 • Debbie Miller – Liberty Hills School, this will be a missed opportunity
- 19 • Jared Vance – student at Liberty High School
- 20 • Student – commented on Liberty High School
- 21 • Suzanne Bates – resident – children at Liberty High School

22
23 **APPROVE MINUTES OF PREVIOUS MEETING – JULY 10, 2018**

24 Mayor Lewis presented the minutes from the previous meeting. Councilman Higginson
25 moved to approve the minutes and Councilwoman Harris seconded the motion. Voting was
26 unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and Simonsen voting “aye”.

27
28 **COUNCIL REPORTS**

29 Councilman Simonsen announced the next Concert in the Park performers and that
30 Summerfest was that weekend. Councilwoman Harris announced an open house on August 16th for
31 the High school parking issue at City Hall.

32
33 **BCYC REPORT**

34 Kenley Dandurand and Leena Rucker reported on the Handcart Days Parade, serving
35 breakfast the next morning and that the Youth Council will be handing out flyers for the school
36 parking open house meeting.

37
38 Mr. Jake Fordham recognized Mr. Bill Albright as the City’s public defender for the past 22
39 years.

40
41 **CONSIDER APPROVAL OF WEEKLY EXPENDITURES > \$1,000 PAID JUNE 18, JULY 2,**
42 **9, 10, 16, 17, 23 & 24, 2018**

43 Mayor Lewis presented the expenditures and asked for a motion to approve. Councilman
44 Knight moved to approve the weekly expenditures and Councilman Higginson seconded the motion.
45 Voting was unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and Simonsen
46 voting “aye”.

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2
3 **CONSIDER APPROVAL OF RESOLUTION 2018-10 SETTING A PROPERTY TAX RATE**
4 **OF 0.000880 FOR 2018 TAXES AND ORDINANCE 2018-06 WHICH ADOPTS THE FISCAL**
5 **YEAR 2018-2019 TENTATIVE BUDGET AS THE CITY’S FINAL BUDGET – MR. GALEN**
6 **RASMUSSEN**

7 Mr. Gary Hill recapped the latest bills that were passed in the 2018 Legislative session
8 including the over reach of government authority. Tonight, the City is asking for additional money
9 for specific needs for our community.

10 Mr. Galen Rasmussen presented an overview of how the property tax system in Utah operates
11 including a one taxing entity illustration to show the effects of various assessed valuations and tax
12 rates upon residential properties.

13 Mr. Tyson Beck reviewed how Property Tax is assessed for the average home. Bountiful has
14 the second lowest rate in Davis County. Chief Ross also spoke about the need for this increase, the
15 impact on the Police Department’s morale and that this is the right time to do it.

16
17 ***PUBLIC HEARING – OPEN: 7:55 p.m.***

- 18 • John Kuntz – effects on fixed income residents
- 19 • Ron Mortensen – interfund transfers necessary, new electric rate
- 20 • Phill Wright – definition of taxes
- 21 • Shay Young – there is not a justification for increase
- 22 • Earl Thomas – need the police protection, where did Fire Department money go?
- 23 • Joe West – concerned about inflation
- 24 • Terry Eggett – need a better tax base
- 25 • Alex Densley - find funding somewhere else
- 26 • Robert Hood – explain power transfer better
- 27 • Jeff Upholdt – do our due diligence

28 ***CLOSED: 8:36 p.m.***

29
30 Mr. Gary Hill answered some of the public’s questions that were asked in the public hearing.
31 Councilman Higginson responded that the power transfer gives the residents cheaper power that is
32 more reliable, doesn’t like property tax, but it is right to make this small adjustment. Councilwoman
33 Harris is sensitive to fixed income families, but we have to be responsible as well. Councilwoman
34 Holbrook commented that Staff and City leaders have done an amazing job to balance the City
35 budget. Councilman Simonsen commented that as the newest Council member, he is impressed with
36 all the departments, but there comes a point that we need to adjust taxes to fund needed services,
37 Councilwoman Holbrook made a motion approve Resolution 2018-10 and Ordinance 2018-06 and
38 Councilman Knight seconded the motion. Voting was unanimous with Councilpersons Harris,
39 Higginson, Holbrook, Knight and Simonsen voting “aye”.

40
41 **CONSIDER CONFIRMING THE PLANNING COMMISSION RECOMMENEDATION OF**
42 **DENIAL OR HOLDING A PUBLIC HEARING TONIGHT TO CONSIDER A ZONING**
43 **TEXT AMENDMENT TO SECTION 14-7-103 OF THE BOUNTIFUL CITY CODE TO**
44 **ALLOW FOR PRIVATE SCHOOLS IN THE DN (DOWNTOWN) ZONING DISTRICT,**
45 **JILL THOMPSON REPRESENTING LIBERTY HILLS ACADEMY, APPLICANT – MR.**
46 **CHAD WILKINSON**

1 Mr. Chad Wilkinson reviewed the current zoning in the DN area. The Planning Commission
2 sent a recommendation for denial on this action. The Council has a few different actions they can
3 take tonight. Councilwoman Harris hopes that if this passes, the bottom floor of the building can
4 remain as a reception center, but wondered how that action would affect the sales tax revenue of the
5 City. Councilman Knight moved to accept the Planning Commission's recommendation of denial for
6 a public hearing and Councilwoman Holbrook seconded the motion. Councilman Higginson asked if
7 the Council would like to hear from the public. Councilman Knight withdrew his original motion.
8 Councilman Higginson made a new motion to hold a public hearing, held immediately. Councilman
9 Simonsen seconded the motion. Councilman Knight asked Mr. Gary Hill if proper advertising was
10 done for this public hearing. Mr. Hill responded that it was. Voting was unanimous with
11 Councilpersons Harris, Higginson, Holbrook, Knight and Simonsen voting "aye".
12

13 ***PUBLIC HEARING – OPEN: 9:15 p.m.***

- 14 • Jill Thompson – principal of Liberty Hills Academy, overview of master plan
- 15 • Caleb – student – great school
- 16 • Emily Jackson – great school for special needs, don't funnel them back into public schools
- 17 • Peter Cannon – loves the deeply religious institution training
- 18 • Tiffany House – Assistant Principal – would like to emphasize the uniqueness of the building
- 19 • Gary Nelson – helped with another private school and is in favor of the school

20 ***CLOSED: 9:37 p.m.***

21
22 Councilman Higginson appreciates the information from the City Manager and the Planning
23 Commission. Mr. Wilkinson stated it is tempting to look at this one use, but the long term needs to
24 be considered as well. There is limited commercial space/tax base, a vibrant commercial district with
25 a master plan. This decision will impact other buyers. The City is already 80% zoned for private
26 school use, just not in the DN area. Mayor Lewis suggested a motion to include the bottom floor for
27 commercial use. Councilwoman Holbrook has met with other potential buyers and the challenge for
28 the City is limited space, the practicality of density and if other businesses have the same mindset. A
29 school is a different business model. Councilman Higginson asked if they could pass a motion for a
30 mixed use development. Mr. Wilkinson said it would limit any further commercial development.
31 Mr. Hill also confirmed that it would not be consistent with the economic development of the area.
32 City Council and Staff continued discussing the pros and cons of changing the zone including parking
33 issues, taxes, etc. Councilwoman Holbrook made a substitute motion to uphold the Planning
34 Commission's vote of denial and Councilman Knight seconded the motion. Councilmembers
35 Holbrook and Knight voted "aye", Councilmembers Harris and Simonsen voted "nay." Councilman
36 Higginson abstained, which would leave the Mayor to vote with a tied vote. The Council again
37 addressed Ms. Thompson with different questions of mandating the basement to have commercial use
38 or going to a different location. Mayor Lewis concluded the discussion. Councilman Higginson
39 made a substitute motion to uphold the Planning Commission's vote as "nay."

40 The original motion is now back to vote on for the City Council. Councilmembers Harris,
41 Higginson and Simonsen voted "aye" to amend the code and Councilmembers Holbrook and Knight
42 voted "nay." The zoning text amendment was passed with a 3-2 vote.

43 Mr. Wilkinson stated there will also need to be an Ordinance passed to finalize the change and
44 that will be brought to the Council at their next meeting.
45

46 Mayor Lewis asked for a short recess before continuing the remainder of the meeting.

1
2 **CONSIDER APPROVAL OF A LEASE AGREEMENT WITH MAIN STREET**
3 **INVESTMENT, LLC FOR A TWO-YEAR LEASE OF OFFICE SPACE AT 150 NORTH**
4 **MAIN STREET, BOUNTIFUL IN THE AMOUNT OF \$210,708 - MR. TODD**
5 **CHRISTENSEN**

6 Mr. Christensen stated this is where City staff will be relocated for the renovation of City
7 Hall. There are unique benefits to this building including the central location, two office areas,
8 allowing overnight parking and a two year lease. Councilman Knight asked if the rental fee includes
9 signage. Mr. Christensen replied that we would need to provide that. Other options were looked at,
10 but this is the most reasonable. Councilman Higginson made a motion to approve the lease
11 agreement and Councilwoman Harris seconded the motion. Voting was unanimous with
12 Councilpersons Harris, Higginson, Holbrook, Knight and Simonsen voting “aye”.

13
14 **CONSIDER APPROVAL OF AN ALCOHOL LICENSE FOR FAT FISH 2 LLC, 595 WEST**
15 **2600 SOUTH, MR. SON DANG, OWNER – MR. CHAD WILKINSON**

- 16 a. **PUBLIC HEARING**
17 b. **ACTION**
18

19 Mr. Wilkinson stated the ownership/name has changed which requires a new license. There
20 does not need to be a public hearing. Councilman Knight made a motion approve the license and
21 Councilman Higginson seconded the motion. Councilpersons Harris, Higginson, Holbrook and
22 Knight voting “aye”, Councilman Simonsen abstained from the vote.

23
24 **CONSIDER APPROVAL OF THE ANNUAL TYLER TECHNOLOGIES SOFTWARE**
25 **MAINTENANCE CONTRACT IN THE TOTAL AMOUNT OF \$79,393.81 – MR. ALAN**
26 **WEST**

27 Mr. West stated that keeping the software up to date is critical, and we have used Tyler since
28 2012. Tyler Technologies provides support for all Bountiful City financial software. Software
29 Support Maintenance Agreements (SSMA) is usual and customary in the computer software industry.
30 Councilwoman Harris made a motion to approve the contract and Councilman Higginson seconded
31 the motion. Voting was unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and
32 Simonsen voting “aye”.

33
34 **CONSIDER PRELIMINARY AND FINAL SUBDIVISION APPROVAL FOR HAYWARD**
35 **SUBDIVISION LOCATED AT 153 S 300 EAST, MR. ROBERT ZESIGER, APPLICANT -**
36 **MR. PAUL ROWLAND**

37 Mr. Rowland stated this two lot subdivision proposes to split the existing residential property
38 at 153 South 300 East Street. The property is currently occupied by a single home with an attached
39 garage which will end up on one of the two proposed lots. The Planning Commission sends a
40 favorable recommendation for preliminary and final approval of the Hayward Subdivision with the
41 following conditions:

- 42 1. Provide a current title report.
43 2. Make all necessary red line corrections.
44 3. No Bond is required until a building permit is issued on the new lot 2, at which
45 time the bond will cover the repair of any damaged improvements on that lot,
46 whether caused by the construction or preexisting.

1 4. Pay all fees, including the Storm Water Impact Fee.
2

3 Councilman Higginson made a motion to approve the preliminary/final subdivision and
4 Councilwoman Holbrook seconded the motion. Voting was unanimous with Councilpersons Harris,
5 Higginson, Holbrook, Knight and Simonsen voting “aye”.
6

7 **CONSIDER PRELIMINARY AND FINAL PLAT APPROVAL FOR 5TH WEST FLEX**
8 **OFFICE CONDOMINIUMS LOCATED AT 1051 SOUTH 500 WEST, MR. JEFF BECK,**
9 **APPLICANT – MR. PAUL ROWLAND**

10 Mr. Rowland stated that Mr. Jeff Beck, applicant, requests preliminary and final plat approval
11 for the 5th West Flex Office Condominiums The building meets all of the requirements that were in
12 place at the time of the original commercial subdivision approval and this change is solely for the
13 purpose of producing a condominium plat of this lot so that the individual units can be sold
14 independently. Councilman Higginson made a motion to approve the preliminary/final plat approval
15 and Councilwoman Holbrook seconded the motion. Voting was unanimous with Councilpersons
16 Harris, Higginson, Holbrook, Knight and Simonsen voting “aye”.
17

18 **CONSIDER APPROVAL OF THE FOLLOWING EQUIPMENT PURCHASES FOR THE**
19 **PARKS DEPARTMENT – MR. BROCK HILL**

- 20 a. **A FORD F250 4X4 4-DOOR CREW WORK TRUCK FROM YOUNG FORD IN THE**
21 **AMOUNT OF \$29,607 AND KUBOTA KX057 MINI EXCAVATOR WITH**
22 **ATTACHMENTS FROM BONNEVILLE EQUIPMENT COMPANY IN THE**
23 **AMOUNT OF \$63,149.63**
24 b. **TWO NEW GRASSHOPPER MOWERS FOR THE CEMETERY FROM RMT**
25 **EQUIPMENT IN THE AMOUNT OF \$26,000**

26
27 Mr. Hill stated that Bountiful City has always been committed to providing fun, beautiful, and
28 well maintained parks and facilities for its citizens. The maintenance equipment in the fleet is
29 heavily relied on and Staff works hard to maintain and keep that equipment in safe and reliable
30 working condition. The Parks Department is requesting approval to purchase a new 4-door work
31 truck to assist the Department in its assigned maintenance responsibilities. In the past, equipment has
32 been borrowed from other departments including the Water and Streets Departments. Scheduling this
33 equipment has been a challenge because of the amount of projects the other departments are
34 completing. Further, it puts them in a bind and behind schedule if the equipment is used for more
35 than a day. With the purchase of a mini excavator, projects will be able to be completed as well as
36 assist with maintenance tasks and projects at the Cemetery and Golf Course. Bonneville Equipment
37 Company is the supplier and State Contract holder for Kubota equipment. Councilman Knight asked
38 if these are budgeted items. Mr. Hill replied the work truck and mini excavator have been budgeted
39 for and there are sufficient funds in the capital equipment budget to cover the costs associated with
40 this purchase. Councilman Knight made a motion to approve the purchase and Councilman
41 Higginson seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson,
42 Holbrook, Knight and Simonsen voting “aye”.
43

44 **CONSIDER APPROVAL OF THE PURCHASE OF TWO POLICE VEHICLES FROM**
45 **PERFORMANCE AUTOMOTIVE GROUP IN THE AMOUNT OF \$71,094 – CHIEF TOM**
46 **ROSS**

1 Assistant Police Chief Ed Biehler is requesting approval of the purchase of two police
2 vehicles. Funding for these vehicles is included in the Police Department FY 2019 budget. The
3 vehicles to be purchased are two 2018 Ford F150 Pickups assigned to the Patrol division. The
4 Pickups will be purchased from Performance Automotive Group at the Utah State Contract price.
5 Councilman Knight asked if the trade-ins can be sold for revenue. Councilwoman Holbrook made a
6 motion to approve the purchase and Councilman Higginson seconded the motion. Voting was
7 unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and Simonsen voting “aye”.
8

9 Mayor Lewis asked for a motion to adjourn the regular session of City Council. Councilman
10 Higginson made a motion to adjourn the meeting and Councilman Simonsen seconded the motion.
11 The regular session of the City Council was adjourned at 10:47 p.m.
12
13

Mayor Randy Lewis

City Recorder

City Council Staff Report

Subject: Expenditures for Invoices > \$1,000 paid
July 30-31, August 6-7 and August 13-15, 2018

Author: Tyson Beck, Finance Director

Department: Finance

Date: August 20, 2018



Background

This report is prepared following the weekly accounts payable run. It includes payments for invoices hitting expense accounts equaling or exceeding \$1,000.

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 paid July 30-31, August 6-7, and August 13-15, 2018.

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

Paid July 30, 2018

<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>
1051	AFFORDABLE PORTABLES	Parks	10.4510.426000.	Bldg & Grnd Suppl & Maint	\$ 1,760.00	204097	36983	Port-A-Potty
6652	BALLINGHAM GOLF & TURF	Golf Course	55.5500.426000.	Bldg & Grnd Suppl & Maint	5,677.15	204099	20121	Sand
1615	CENTURYLINK	Enhanced 911	10.4219.428000.	Telephone Expense	3,522.28	204107	07222018	Acct # 801-578-0401 452B
9488	CHRISTENSEN AUTO LLC	Streets	45.4410.474500.	Machinery & Equipment	6,613.00	204108	07252018	Roller Trailer
5433	ELDER, TED	Treasury	10.4143.423000.	Travel & Training	1,549.98	204116	07252018	Travel & Training Reimbursement from APT US&C Conf
2164	FERGUSON ENTERPRISES	Water	51.5100.448400.	Dist Systm Repair & Maint	3,777.86	204117	1062048	Misc. Parts
2350	GREEN SOURCE, L.L.C.	Cemetery	59.5900.426000.	Bldg & Grnd Suppl & Maint	1,526.86	204121	13417	Turf Treatment
2350	GREEN SOURCE, L.L.C.	Golf Course	55.5500.426000.	Bldg & Grnd Suppl & Maint	1,605.50	204121	13416	Turf Treatment
2350	GREEN SOURCE, L.L.C.	Golf Course	55.5500.426000.	Bldg & Grnd Suppl & Maint	1,900.00	204121	13461	Turf Treatment
2523	HONNEN EQUIPMENT COMPANY	Streets	10.4410.425000.	Equip Supplies & Maint	5,947.89	204126	969968	Brake Overhaul on Backhoe
2664	J & J NURSERY AND GARDEN CENTER	Parks	10.4510.426000.	Bldg & Grnd Suppl & Maint	1,569.90	204131	256866	Plants & Trees
2765	JP ELECTRICAL, LC	Parks	10.4510.426000.	Bldg & Grnd Suppl & Maint	1,381.69	204134	W12745	Run new circuits for outlets
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	1,074.92	204136	2781	Patching
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	1,442.60	204136	2697	Patching
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	2,695.00	204136	2740	Patching
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	3,004.54	204136	2776	Patching
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	3,756.45	204136	2752	Patching
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	45.4410.473200.	Road Materials - Overlay	3,778.39	204136	2761	Overlay forom 1950 S to Wicker Lane
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	7,534.84	204136	2770	Patching
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	45.4410.473200.	Road Materials - Overlay	19,910.28	204136	2762	Overlay for East Hills Dr. to 900 East
2886	LAKEVIEW ROCK PRODUCTS	Water	51.5100.461300.	Street Opening Expense	2,547.77	204137	360573	Road Base
2983	M & M ASPHALT SERVICE	Streets	10.4410.473200.	Road Materials - Overlay	85,162.35	204142	118082	Slurry Seal Asphalt Treatments
2983	M & M ASPHALT SERVICE	Streets	10.4410.473200.	Road Materials - Overlay	97,843.40	204142	118083	Slurry Asphalt Treatment
2983	M & M ASPHALT SERVICE	Streets	45.4410.473300.	Roads-Class"C"&Transportation	100,000.00	204142	118083	Slurry Asphalt Treatment
4764	MCNEILUS TRUCK & MAN	Sanitation	58.5800.425000.	Equip Supplies & Maint	1,640.05	204146	4074872	Airbrake Parts for garbage truck
3115	MILLARD, MARK	Streets	10.4410.448000.	Operating Supplies	1,674.65	204148	38525	Impact Wrench
3195	MOUNTAINLAND SUPPLY	Water	51.5100.448400.	Dist Systm Repair & Maint	1,844.29	204149	S102728225.001	Misc. Parts
3195	MOUNTAINLAND SUPPLY	Water	51.5100.448400.	Dist Systm Repair & Maint	2,558.08	204149	S102722650.001	Pipe & Pipe Seal
4229	TOM RANDALL DIST. CO	Cemetery	59.5900.425000.	Equip Supplies & Maint	1,034.12	204173	0277390	Fuel
4229	TOM RANDALL DIST. CO	Golf Course	55.5500.425000.	Equip Supplies & Maint	2,102.17	204173	0277149	Fuel
4229	TOM RANDALL DIST. CO	Streets	10.4410.425000.	Equip Supplies & Maint	25,055.38	204173	0277424	Fuel
TOTAL:					<u>\$ 401,491.39</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid July 31, 2018- FY 2018 JUNE INVOICES**

<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>
1599	CCG-HOWELLS	Police	10.4210.445100.	Public Safety Supplies	\$ 14,391.26	204184	65875	Office Furniture
10110	FRSTEAM OF UTAH	Liability Insurance	63.6300.451150.	Liability Claims/Deductible	1,045.14	204187	140-3116	Water- Claim
8524	HARWOOD MECHANICAL	Enhanced 911	10.4219.445100.	Public Safety Supplies	7,520.00	204189	4047	Cooling Unit in Server Room
2501	HOGAN & ASSOCIATES	Water	51.5100.473110.	Water Mains	32,046.35	204190	09	Mueller Park Water Treatment Plant Upgrade 04/2018
2501	HOGAN & ASSOCIATES	Water	51.5100.472100.	Buildings	333,945.00	204190	10	Mueller Park Water Treatment Plant Upgrade 05/2018
2501	HOGAN & ASSOCIATES	Water	51.5100.472100.	Buildings	547,151.03	204190	09	Mueller Park Water Treatment Plant Upgrade 04/2018
7803	J-U-B ENGINEERS, INC	Water	51.5100.472100.	Buildings	2,184.75	204192	0118427	Services from June 3-30, 2018
3499	PITNEY BOWES INC	Finance	10.4140.425000.	Equip Supplies & Maint	1,970.04	204198	1007633236	Maintenance Contract for Acct # 0016124289
3731	RMT EQUIPMENT	Golf Course	55.5500.425000.	Equip Supplies & Maint	1,990.00	204199	E00949	(2) Rotary Mowers
4341	UTAH ASSOCIATED MUNICIPAL	Light & Power	53.5300.448621.	Power Purch IPP	1,232.07	204201	07252018	Power Resources for June 2018
4341	UTAH ASSOCIATED MUNICIPAL	Light & Power	53.5300.448628.	Pineview Hydro	8,887.86	204201	07252018	Power Resources for June 2018
4341	UTAH ASSOCIATED MUNICIPAL	Light & Power	53.5300.448622.	Power Purch San Juan	176,629.04	204201	07252018	Power Resources for June 2018
4341	UTAH ASSOCIATED MUNICIPAL	Light & Power	53.5300.448620.	Power Purch CRSP	225,046.74	204201	07252018	Power Resources for June 2018
4341	UTAH ASSOCIATED MUNICIPAL	Light & Power	53.5300.448626.	Power Purch UAMPS (Pool, etc)	526,999.27	204201	07252018	Power Resources for June 2018
4413	UTAH STATE TAX COMMISSION	Light & Power	53.5300.461000.	Miscellaneous Expense	1,784.75	204202	19314887044	Acct #11590939-002-STC//Tax Audit 7/2015-3/31/2018
9363	WIGEN WATER TECH	Water	51.5100.472100.	Buildings	299,101.77	204203	20649	Mueller Park Water Treatment Plant
TOTAL:					<u>\$ 2,181,925.07</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid August 6, 2018**

<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>
1103	ALPHAGRAPHICS BOUNTIFUL	Legislative	10.4110.422000.	Public Notices	2,887.00	204208	234872	Final Payment for property tax mailer
1121	AMERICAN ENVIRONMENT	Light & Power	53.5300.448613.	Plant	11,700.00	204209	1166	Compliance Testing
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	3,087.18	204211	71R91318	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,215.04	204211	72H56018	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,730.48	204211	71R91218	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	6,108.32	204211	72H56118	Tree Trimming
10114	CLARK EQUIPMENT COMPANY	Streets	45.4410.474500.	Machinery & Equipment	15,397.60	204223	1019251	Asphalt Planer
6959	JANI-KING OF SALT LAKE	Light & Power	53.5300.424002.	Office & Warehouse	1,775.00	204253	SLC08180078	August 2018 Custodial Services
10117	JIM MCGURK MACHINERY	Light & Power	53.5300.448614.	Plant Equipment Repairs	9,643.00	204255	2321	Replaced Taurus bearings
2931	LES OLSON COMPANY	Engineering	10.4450.425000.	Equip Supplies & Maint	1,301.41	204259	EA798236	1 year subscription
2931	LES OLSON COMPANY	Planning	10.4610.425000.	Equip Supplies & Maint	1,301.42	204259	EA798236	1 year subscription
2987	M.C. GREEN & SONS INC	Storm Water	49.4900.473106.	New Storm Drains > 400	109,586.63	204263	3827	Applicaton 7 Storm Drain Projects
3365	OLD DOMINION BRUSH	Storm Water	49.4900.425000.	Equip Supplies & Maint	1,993.17	204277	6276784	Sweeper Brooms
3375	OLYMPUS INSURANCE AGENCY	Workers' Comp Insurance	64.6400.451000.	W/C Reinsurance Premiums	1,704.00	204278	14705	ExcessWorkersCompensation Insurance/ Acct# BOUN050
4466	VORTEX PRODUCTIONS	Parks	10.4510.462090.	Handcart Days Celebration	20,000.00	204309	124254	Fireworks for July 2018
4815	WESTERN STATES CIRCUIT BREAKER	Light & Power	53.5300.448639.	Substation	3,950.00	204313	1462-18RA	Rebuild of Circuit breakers
7732	WINGFOOT CORP	Police	10.4210.426000.	Bldg & Grnd Suppl & Maint	1,895.00	204314	101604	July 2018 Janitorial Services
TOTAL:					<u>\$ 202,275.25</u>			

Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid August 7, 2018- FY 2018 JUNE INVOICES

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>ORG DESC</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>FULL DESC</u>
10100	CCI MECHANICAL INC	Light & Power	53.5300.448639.	Substation	\$ 5,773.00	204320	146709	Repair to the Air Conditoner in June 2018
5026	GLOBAL SURVEILLANCE	Information Technology	10.4136.425000.	Equip Supplies & Maint	1,230.00	204325	GS-14986	Fisheye Camera for City Hall west Lobby
TOTAL:					<u>\$ 7,003.00</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid August 13, 2018**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	
5368	ACE DISPOSAL INC	Recycling	48.4800.431550.	Recycling Collection Service	\$ 33,798.13	204341	08012018	Recycling for July 2018	
1164	ANIXTER, INC.	Light & Power	53.5300.448632.	Distribution	1,045.85	204349	3969448-00	Inline Switch & Cutters	
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,000.80	204351	72W35918	Tree Trimming	
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,107.92	204351	72W36018	Tree Trimming	
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,268.80	204351	73T85418	Tree Trimming	
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,268.80	204351	73T85518	Tree Trimming	
1447	BP ENERGY COMPANY	Light & Power	53.5300.448611.	Natural Gas	280,505.31	204361	1474810	Natural Gas	
1720	CODALE ELECTRIC SUPPLY	Light & Power	53.5300.448636.	Special Equipment	1,885.00	204371	S6435735.001	Milwaukee Crimper	
1845	D & L SUPPLY	Storm Water	49.4900.441250.	Storm Drain Maintenance	3,127.00	204375	0000078841	Manhole Grade Rings	
1845	D & L SUPPLY	Water	51.5100.448400.	Dist Systm Repair & Maint	5,210.00	204375	0000078840	Valve & PRV Riser	
1889	DAVIS COUNTY GOVERNMENT	Police	10.4210.431600.	Animal Control Services	7,960.87	204376	89432	July 2018 Animal Control	
5281	DOMINION ENERGY UTAH	Light & Power	53.5300.448611.	Natural Gas	27,143.31	204383	08012018M	Acct # 6056810000	
2164	FERGUSON ENTERPRISES	Water	51.5100.448400.	Dist Systm Repair & Maint	1,259.82	204393	1062789	Misc. Parts	
2164	FERGUSON ENTERPRISES	Water	51.5100.448400.	Dist Systm Repair & Maint	2,231.57	204393	1062328	Hydrant	
2164	FERGUSON ENTERPRISES	Water	51.5100.448400.	Dist Systm Repair & Maint	6,806.45	204393	1063005	Hydrants & Parts	
2350	GREEN SOURCE, L.L.C.	Golf Course	55.5500.426000.	Bldg & Grnd Suppl & Maint	2,366.50	204400	13876	Turf Supplies	
2719	JMR CONSTRUCTION INC	Water	51.5100.461300.	Street Opening Expense	1,803.00	204417	07312018	Work completed in July 2018	
2719	JMR CONSTRUCTION INC	Streets	10.4410.473400.	Concrete Repairs	12,874.20	204417	07312018	Work completed in July 2018	
2719	JMR CONSTRUCTION INC	Storm Water	49.4900.441250.	Storm Drain Maintenance	34,822.62	204417	07312018	Work completed in July 2018	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	1,115.73	204427	2837	Patching	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	1,613.54	204427	2867	Patching	
8137	LAKEVIEW ASPHALT PRODUCTS	Storm Water	49.4900.441200.	Road Matl Patch/ Class C	1,964.27	204427	2789	Overlay	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	3,221.30	204427	2813	Patching	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	4,543.00	204427	2860	Patching	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	45.4410.473200.	Road Materials - Overlay	4,852.54	204427	2789	Overlay	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	45.4410.473200.	Road Materials - Overlay	12,175.63	204427	2866	Overlay	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	45.4410.473200.	Road Materials - Overlay	12,924.07	204427	2826	Overlay	
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	45.4410.473200.	Road Materials - Overlay	21,335.16	204427	2818	Overlay	
2886	LAKEVIEW ROCK PRODUCTS	Water	51.5100.461300.	Street Opening Expense	1,474.20	204428	360837	Road Base	
2886	LAKEVIEW ROCK PRODUCTS	Water	51.5100.461300.	Street Opening Expense	1,922.78	204428	361088	Road Base	
2886	LAKEVIEW ROCK PRODUCTS	Water	51.5100.461300.	Street Opening Expense	2,290.30	204428	361143	Road Base	
2886	LAKEVIEW ROCK PRODUCTS	Water	51.5100.461300.	Street Opening Expense	2,976.30	204428	360887	Road Base	
8635	LARSEN LARSEN NASH & LARSEN	Legal	10.4120.431100.	Legal And Auditing Fees	4,800.00	204430	08022018	Public Defender Fees	
4844	LEGACY EQUIPMENT	Storm Water	49.4900.425000.	Equip Supplies & Maint	1,236.45	204432	87126	Drawbar Weldment	
8404	MAIN STREET INVESTMENT LLC	Legislative	45.4110.472100.	Buildings	17,559.00	204436	08092018	1stmo rent&security deposit for temp City Hall	
6766	MILE HIGH TURFGRASS	Golf Course	55.5500.426000.	Bldg & Grnd Suppl & Maint	1,482.00	204440	5687	Misc. Parts & Tools	
3195	MOUNTAINLAND SUPPLY	Water	51.5100.448400.	Dist Systm Repair & Maint	3,099.25	204446	S102747579.001	Misc. Parts	
3195	MOUNTAINLAND SUPPLY	Water	51.5100.448400.	Dist Systm Repair & Maint	3,579.42	204446	S102738434.001	Misc. Parts	
3293	NICKERSON CO INC	Water	51.5100.472100.	Buildings	16,566.00	204451	J19768	Pump Cans	
5453	PLAYSPACE DESIGNS INC	Parks	10.4510.426000.	Bldg & Grnd Suppl & Maint	8,410.00	204461	12202	Parks Playground Equipment	
3549	PREMIER VEHICLE INSTALLATION	Police	45.4210.474500.	Machinery & Equipment	1,375.95	204464	27647	Police Vehicle Equipment & Accessories	
5553	PURCELL TIRE AND SERVICE	Water	51.5100.425000.	Equip Supplies & Maint	1,769.90	204466	2869265	Tires and Service	
5553	PURCELL TIRE AND SERVICE	Streets	10.4410.425000.	Equip Supplies & Maint	2,544.15	204466	2870150	Tires & Service	
4051	STATE OF UTAH	Water	51.5100.431000.	Profess & Tech Services	1,004.00	204485	19L0000082	Lab Fees	
4217	TITLLEIST	Golf Course	55.5500.448240.	Items Purchased - Resale	5,786.28	204491	906257816	Golf Balls	
4229	TOM RANDALL DIST. CO	Landfill	57.5700.425000.	Equip Supplies & Maint	2,694.95	204492	0277250	Fuel	
4229	TOM RANDALL DIST. CO	Golf Course	55.5500.425100.	Special Equip Maintenance	4,270.03	204492	0278069	Fuel	
4229	TOM RANDALL DIST. CO	Streets	10.4410.425000.	Equip Supplies & Maint	25,562.88	204492	0278132	Fuel	
4450	VERIZON WIRELESS	Police	10.4210.425200.	Communication Equip Maint	1,480.67	204500	9811447202	Acct # 771440923-00001	
4450	VERIZON WIRELESS	Light & Power	53.5300.448641.	Communication Equipment	2,308.86	204500	9811892718	Acct # 371517689-00001	
8034	WASATCH SOUND	Legislative	10.4110.492080.	Community Events-BntflComServC	2,000.00	204504	08032018	Sound/ Misc. Equipment	
8798	WESTERN EMULSIONS	Streets	10.4410.473200.	Road Materials - Overlay	1,234.80	204506	17-369082	Tack Oil/ Overlay	
TOTAL:					\$ 622,659.36				

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid August 14, 2018 - JUNE INVOICES FY 2018**

<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>
4824	DAVIS BEHAVIORIAL HEALTH	Liability Insurance	63.6300.451150. Liability Claims/Deductible	\$1,110.76	204337	08082018	Repairs to rental van damaged by PD Officer
TOTAL:				<u>\$1,110.76</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid August 15, 2018 - JUNE INVOICES FY 2018**

<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>
8127	ADVANCED PAVING & CO	Streets	45.4410.473300. Roads-Class"C"&Transportation	\$245,299.50	204340	08092018	PYmt for 300 North Reconstruction Project
TOTAL:				<u>\$245,299.50</u>			

City Council Staff Report

Subject: Preliminary June 2018 Financial Reports
Author: Tyson Beck, Finance Director
Department: Finance
Date: August 28, 2018



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 reports are only preliminary numbers as there will be some additional revenue & expense changes associated with the final fiscal yearend adjustments. The final numbers for fiscal 2018 will be presented to the Council in November 2018 when the CAFR is complete and audited. These preliminary financials are presented to the City Council for review.

Analysis

Data within the reports and graphs presented provide detail of preliminary revenue, expense, and budget results for the associated period.

Department Review

These reports were prepared and reviewed by the Finance Department.

Significant Impacts

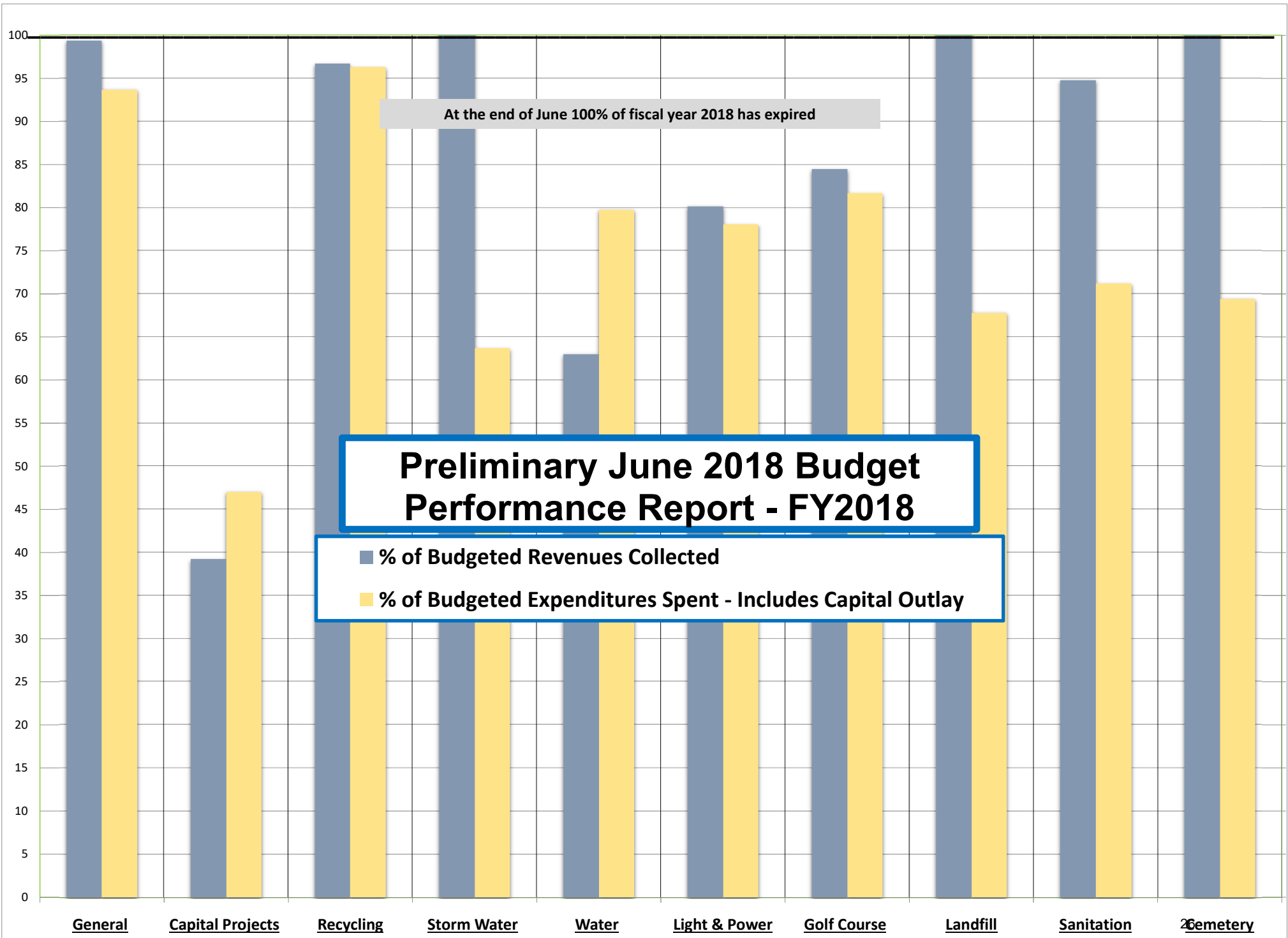
The FY2018 budget portion of these reports is the amended FY2018 budget, approved by the City Council in June of 2018.

Recommendation

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

Attachments

- Preliminary June 2018 Fiscal YTD Revenue & Expense Report – FY2018



08/22/2018 17:29
TBECK

City of Bountiful, UT
PRELIMINARY JUNE YTD REVENUES - FY 2018

P 1
glytdbud

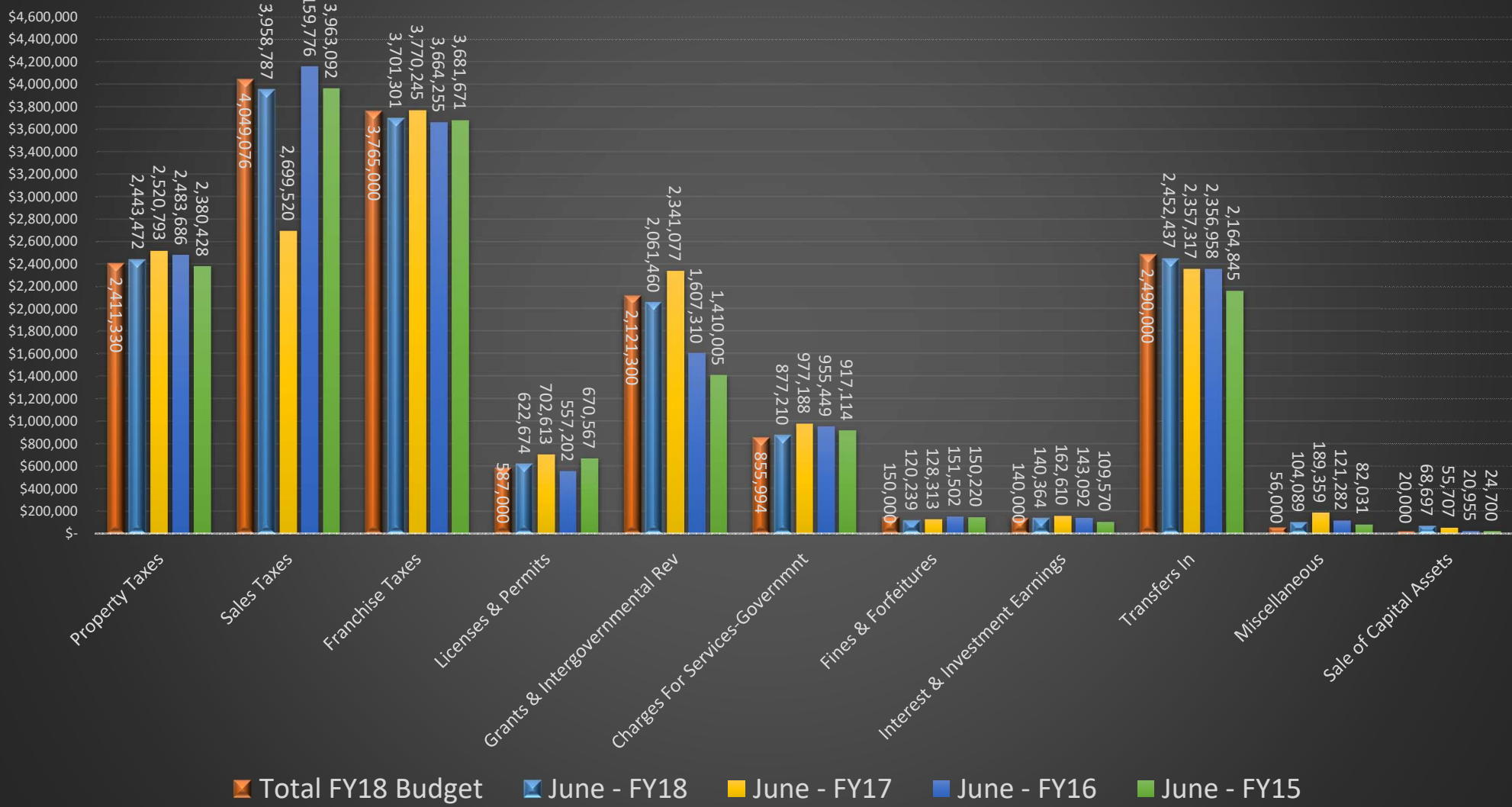
FOR 2018 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND	-16,585,700	-16,735,700	-16,634,206.30	-2,072,333.44	.00	-101,493.70	99.4%
30 DEBT SERVICE	-115	-135	-204.21	101.78	.00	69.21	151.3%
44 MUNICIPAL BUILDING AUTHORITY	-170,315	-170,465	-172,937.47	1,774.27	.00	2,472.47	101.5%
45 CAPITAL IMPROVEMENT	-9,675,200	-9,675,400	-3,795,570.96	-143,833.42	.00	-5,879,829.04	39.2%
48 RECYCLING	-421,254	-436,254	-421,817.25	-71,264.47	.00	-14,436.75	96.7%
49 STORM WATER	-1,601,304	-1,601,304	-1,655,465.88	-259,835.17	.00	54,161.88	103.4%
51 WATER	-9,305,863	-9,305,863	-5,859,512.21	-918,941.41	.00	-3,446,350.79	63.0%
53 LIGHT & POWER	-34,500,206	-35,020,206	-28,090,404.56	-1,994,806.95	.00	-6,929,801.44	80.2%
55 GOLF COURSE	-1,549,000	-1,640,000	-1,386,375.72	-235,057.85	.00	-253,624.28	84.5%
57 LANDFILL	-1,854,341	-1,866,341	-1,905,887.44	-163,504.38	.00	39,546.44	102.1%
58 SANITATION	-1,151,124	-1,151,124	-1,091,105.22	-48,335.26	.00	-60,018.78	94.8%
59 CEMETERY	-624,650	-690,650	-715,210.07	-38,273.56	.00	24,560.07	103.6%
61 COMPUTER MAINTENANCE	-41,328	-41,328	-41,568.26	200.63	.00	240.26	100.6%
63 LIABILITY INSURANCE	-544,655	-544,655	-378,600.97	9,913.74	.00	-166,054.03	69.5%
64 WORKERS' COMP INSURANCE	-283,670	-283,670	-271,889.29	-23,427.22	.00	-11,780.71	95.8%
72 RDA REVOLVING LOAN FUND	-208,248	-1,001,248	-456,167.01	1,302.59	.00	-545,080.99	45.6%
73 REDEVELOPMENT AGENCY	-1,143,113	-1,143,113	-1,141,951.71	30,016.53	.00	-1,161.29	99.9%
74 CEMETERY PERPETUAL CARE	0	-1,500	-1,560,908.06	4,057.83	.00	1,559,408.06	*****%
78 LANDFILL CLOSURE	0	0	-15,195.06	-1,726.98	.00	15,195.06	100.0%
83 RAP TAX	-534,000	-558,000	-504,034.83	-94,240.77	.00	-53,965.17	90.3%
91 GFAAG	0	0	-35,028.75	-25,659.00	.00	35,028.75	100.0%
92 OPEB TRUST	0	0	-8,291.15	-339.53	.00	8,291.15	100.0%
99 INVESTMENT	0	0	.00	-741,736.24	.00	.00	.0%
GRAND TOTAL	-80,194,086	-81,866,956	-66,142,332.38	-6,785,948.28	.00	-15,724,623.62	80.8%

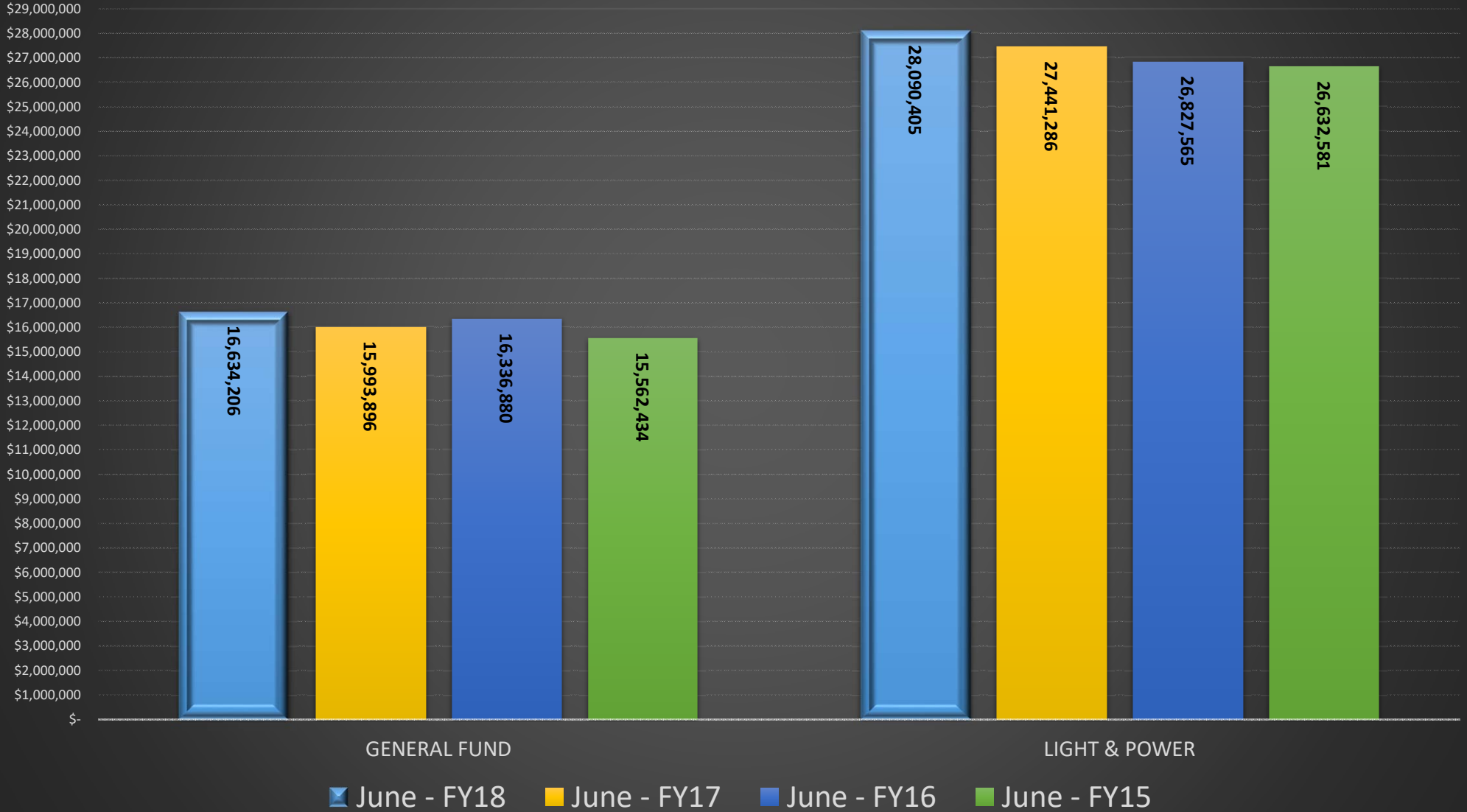
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General Fund Detailed Revenues

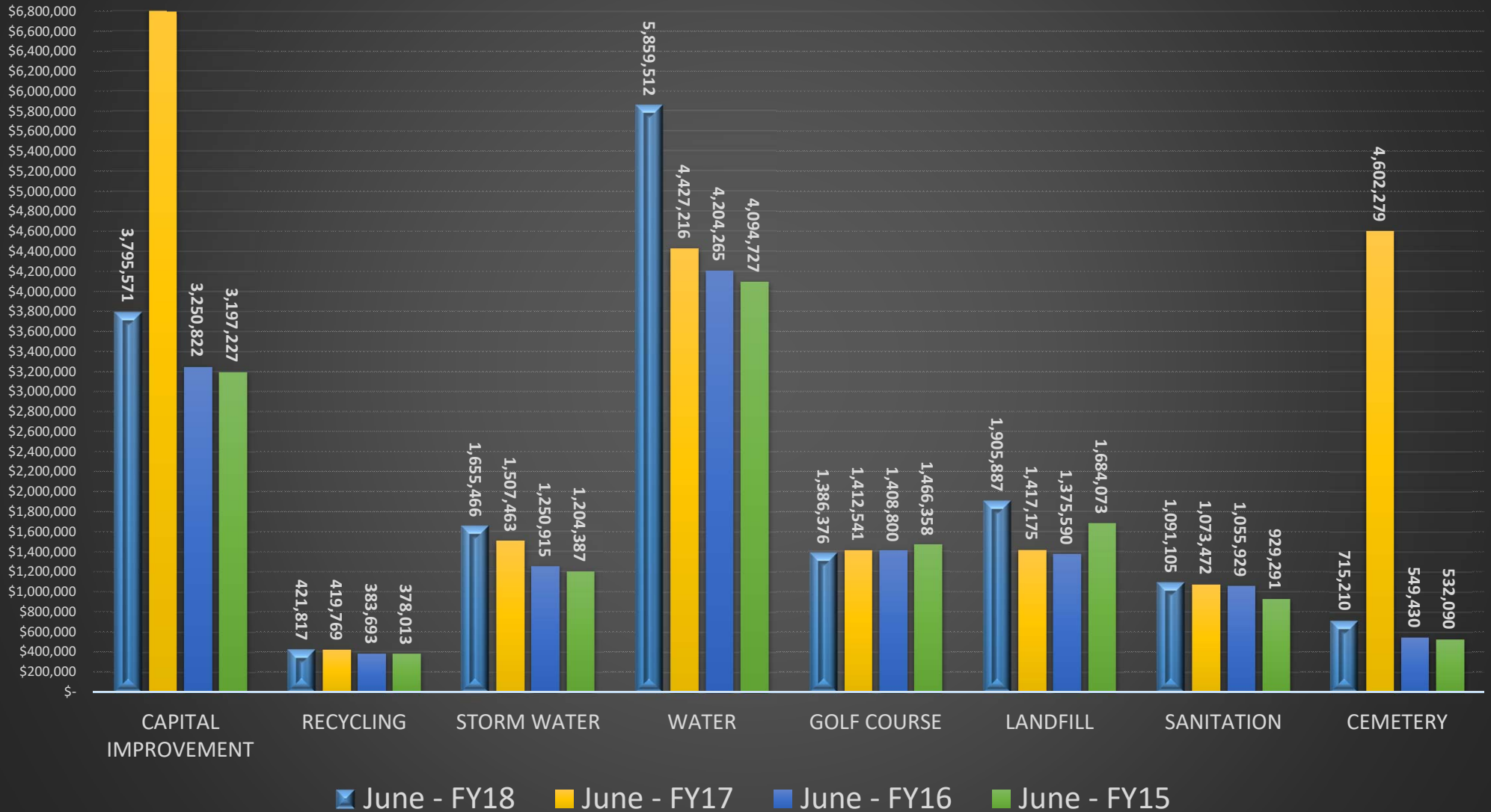
Prelim. June 2018 YTD Revenues (Fiscal Year 2018) Compared to The 2018 Total Budget and The Revenues of the Same Timeframe of the Past Three Fiscal Years



Preliminary June 2018 YTD Revenues (Fiscal 2018) Compared to The Revenues of Same Timeframe of the Past Three Fiscal Years



Preliminary June 2018 YTD Revenues (Fiscal 2018) Compared to The Revenues of Same Timeframe of the Past Three Fiscal Years



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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>10 GENERAL FUND</u>							
4110 Legislative	806,490	806,490	646,158.43	49,672.33	.00	160,331.57	80.1%
4120 Legal	294,824	294,824	282,549.96	36,255.24	.00	12,274.04	95.8%
4130 Executive	172,142	172,142	158,077.24	21,783.91	.00	14,064.76	91.8%
4134 Human Resources	136,428	142,428	143,327.55	19,236.13	.00	-899.55	100.6%
4136 Information Technology	398,358	434,358	428,434.29	79,524.08	.00	5,923.71	98.6%
4140 Finance	396,647	396,647	386,451.59	52,354.81	.00	10,195.41	97.4%
4143 Treasury	141,849	141,849	110,177.22	17,679.49	.00	31,671.78	77.7%
4160 Government Buildings	116,349	116,349	111,001.37	16,139.68	.00	5,347.63	95.4%
4210 Police	5,952,313	6,009,313	5,772,651.76	874,869.27	.00	236,661.24	96.1%
4215 Reserve Officers	10,000	10,000	5,845.31	413.84	.00	4,154.69	58.5%
4216 Crossing Guards	147,350	147,350	140,933.67	7,233.22	.00	6,416.33	95.6%
4217 PROS	349,483	349,483	330,283.77	34,208.68	.00	19,199.23	94.5%
4218 Liquor Control	39,025	39,025	49,598.12	833.33	.00	-10,573.12	127.1%
4219 Enhanced 911	595,000	595,000	566,213.69	70,574.24	.00	28,786.31	95.2%
4220 Fire	1,984,865	1,999,865	1,999,362.82	.00	.00	502.18	100.0%
4410 Streets	3,181,095	3,181,095	2,724,937.24	361,432.01	.00	456,157.76	85.7%
4450 Engineering	682,766	682,766	636,489.48	80,705.01	.00	46,276.52	93.2%
4510 Parks	875,401	911,401	934,115.33	146,708.60	.00	-22,714.33	102.5%
4610 Planning	305,315	305,315	252,258.04	49,897.27	.00	53,056.96	82.6%
TOTAL GENERAL FUND	16,585,700	16,735,700	15,678,866.88	1,919,521.14	.00	1,056,833.12	93.7%
<u>30 DEBT SERVICE</u>							
4710 Debt Sevice	115	135	128.65	1.11	.00	6.35	95.3%
TOTAL DEBT SERVICE	115	135	128.65	1.11	.00	6.35	95.3%
<u>44 MUNICIPAL BUILDING AUTHORITY</u>							
4110 Legislative	170,315	170,465	335.58	19.29	.00	170,129.42	.2%
TOTAL MUNICIPAL BUILDING AUTHORITY	170,315	170,465	335.58	19.29	.00	170,129.42	.2%
<u>45 CAPITAL IMPROVEMENT</u>							

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45	CAPITAL IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4110	Legislative	6,675,000	6,675,000	1,573,937.08	33,490.93	.00	5,101,062.92	23.6%
4136	Information Technology	40,000	40,000	9,827.31	.00	.00	30,172.69	24.6%
4140	Finance	17,640	17,840	17,839.35	1,496.99	.00	.65	100.0%
4210	Police	443,000	443,000	380,126.18	203,691.18	.00	62,873.82	85.8%
4410	Streets	1,499,560	1,499,560	1,692,645.63	512,781.65	.00	-193,085.63	112.9%
4510	Parks	1,000,000	1,000,000	871,028.65	11,333.00	.00	128,971.35	87.1%
	TOTAL CAPITAL IMPROVEMENT	9,675,200	9,675,400	4,545,404.20	762,793.75	.00	5,129,995.80	47.0%
48 RECYCLING								
4800	Recycling	421,254	436,254	419,906.36	69,210.48	.00	16,347.64	96.3%
	TOTAL RECYCLING	421,254	436,254	419,906.36	69,210.48	.00	16,347.64	96.3%
49 STORM WATER								
4900	Storm Water	1,601,305	1,601,305	1,020,239.85	81,613.89	.00	581,065.15	63.7%
	TOTAL STORM WATER	1,601,305	1,601,305	1,020,239.85	81,613.89	.00	581,065.15	63.7%
51 WATER								
5100	Water	9,305,863	9,305,863	7,426,448.91	1,445,017.43	.00	1,879,414.09	79.8%
	TOTAL WATER	9,305,863	9,305,863	7,426,448.91	1,445,017.43	.00	1,879,414.09	79.8%
53 LIGHT & POWER								
5300	Light & Power	34,500,206	35,020,206	27,351,803.25	4,836,762.70	.00	7,668,402.75	78.1%
	TOTAL LIGHT & POWER	34,500,206	35,020,206	27,351,803.25	4,836,762.70	.00	7,668,402.75	78.1%
55 GOLF COURSE								

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PRELIMINARY JUNE YTD EXPENSES - FY 2018

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55	GOLF COURSE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5500	Golf Course	1,549,001	1,640,001	1,339,540.59	132,819.70	.00	300,460.41	81.7%
	TOTAL GOLF COURSE	1,549,001	1,640,001	1,339,540.59	132,819.70	.00	300,460.41	81.7%
<hr/>								
57	LANDFILL							
5700	Landfill	1,854,342	1,866,342	1,264,658.94	-194,745.41	.00	601,683.06	67.8%
	TOTAL LANDFILL	1,854,342	1,866,342	1,264,658.94	-194,745.41	.00	601,683.06	67.8%
<hr/>								
58	SANITATION							
5800	Sanitation	1,151,125	1,151,125	819,613.31	80,268.40	.00	331,511.69	71.2%
	TOTAL SANITATION	1,151,125	1,151,125	819,613.31	80,268.40	.00	331,511.69	71.2%
<hr/>								
59	CEMETERY							
5900	Cemetery	624,650	690,650	479,607.43	46,427.66	.00	211,042.57	69.4%
	TOTAL CEMETERY	624,650	690,650	479,607.43	46,427.66	.00	211,042.57	69.4%
<hr/>								
61	COMPUTER MAINTENANCE							
6100	Computer Maintenance	41,327	41,327	22,004.31	1,814.74	.00	19,322.69	53.2%
	TOTAL COMPUTER MAINTENANCE	41,327	41,327	22,004.31	1,814.74	.00	19,322.69	53.2%
<hr/>								
63	LIABILITY INSURANCE							
6300	Liability Insurance	544,656	544,656	465,319.08	24,348.24	.00	79,336.92	85.4%
	TOTAL LIABILITY INSURANCE	544,656	544,656	465,319.08	24,348.24	.00	79,336.92	85.4%
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64	WORKERS' COMP INSURANCE							

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PRELIMINARY JUNE YTD EXPENSES - FY 2018

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64	WORKERS' COMP INSURANCE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6400	Workers' Comp Insurance	283,670	283,670	197,700.42	3,948.20	.00	85,969.58	69.7%
	TOTAL WORKERS' COMP INSURANCE	283,670	283,670	197,700.42	3,948.20	.00	85,969.58	69.7%
<hr/>								
72	RDA REVOLVING LOAN FUND							
7200	RDA Revolving Loans	2,400	795,400	795,396.21	184.64	.00	3.79	100.0%
	TOTAL RDA REVOLVING LOAN FUND	2,400	795,400	795,396.21	184.64	.00	3.79	100.0%
<hr/>								
73	REDEVELOPMENT AGENCY							
7300	Redevelopment Agency	3,621,184	3,621,184	297,814.26	10,433.71	.00	3,323,369.74	8.2%
	TOTAL REDEVELOPMENT AGENCY	3,621,184	3,621,184	297,814.26	10,433.71	.00	3,323,369.74	8.2%
<hr/>								
74	CEMETERY PERPETUAL CARE							
7400	Cemetery Perpetual Care	0	1,500	1,178.16	104.37	.00	321.84	78.5%
	TOTAL CEMETERY PERPETUAL CARE	0	1,500	1,178.16	104.37	.00	321.84	78.5%
<hr/>								
83	RAP TAX							
8300	RAP Tax	534,000	558,000	557,617.82	11.50	.00	382.18	99.9%
	TOTAL RAP TAX	534,000	558,000	557,617.82	11.50	.00	382.18	99.9%
<hr/>								
91	GFAAG							
4110	Legislative	0	0	16,129.44	.00	.00	-16,129.44	100.0%
4410	Streets	0	0	22,718.34	22,718.34	.00	-22,718.34	100.0%
4510	Parks	0	0	974.25	.00	.00	-974.25	100.0%
	TOTAL GFAAG	0	0	39,822.03	22,718.34	.00	-39,822.03	100.0%

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City of Bountiful, UT
PRELIMINARY JUNE YTD EXPENSES - FY 2018

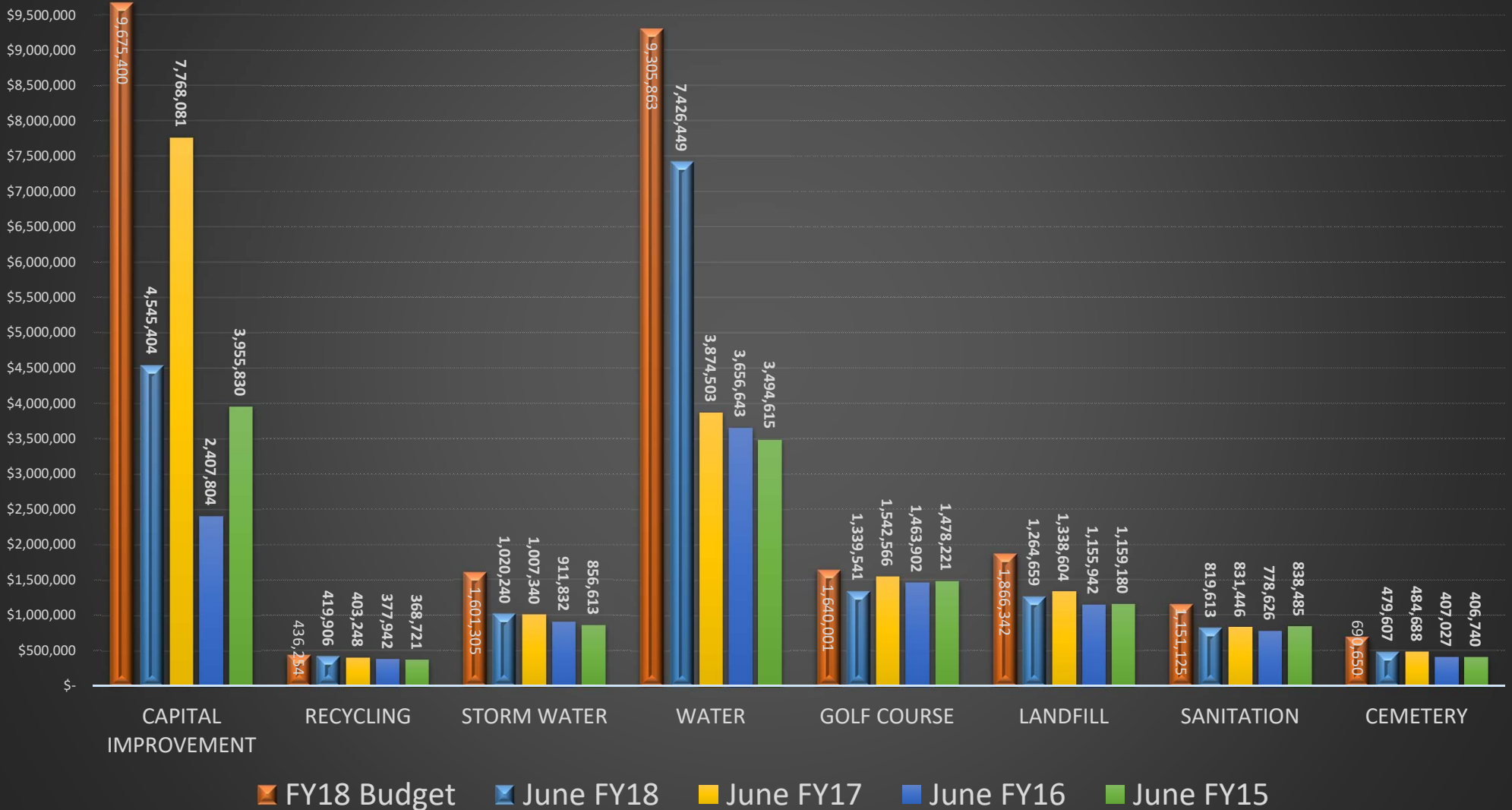
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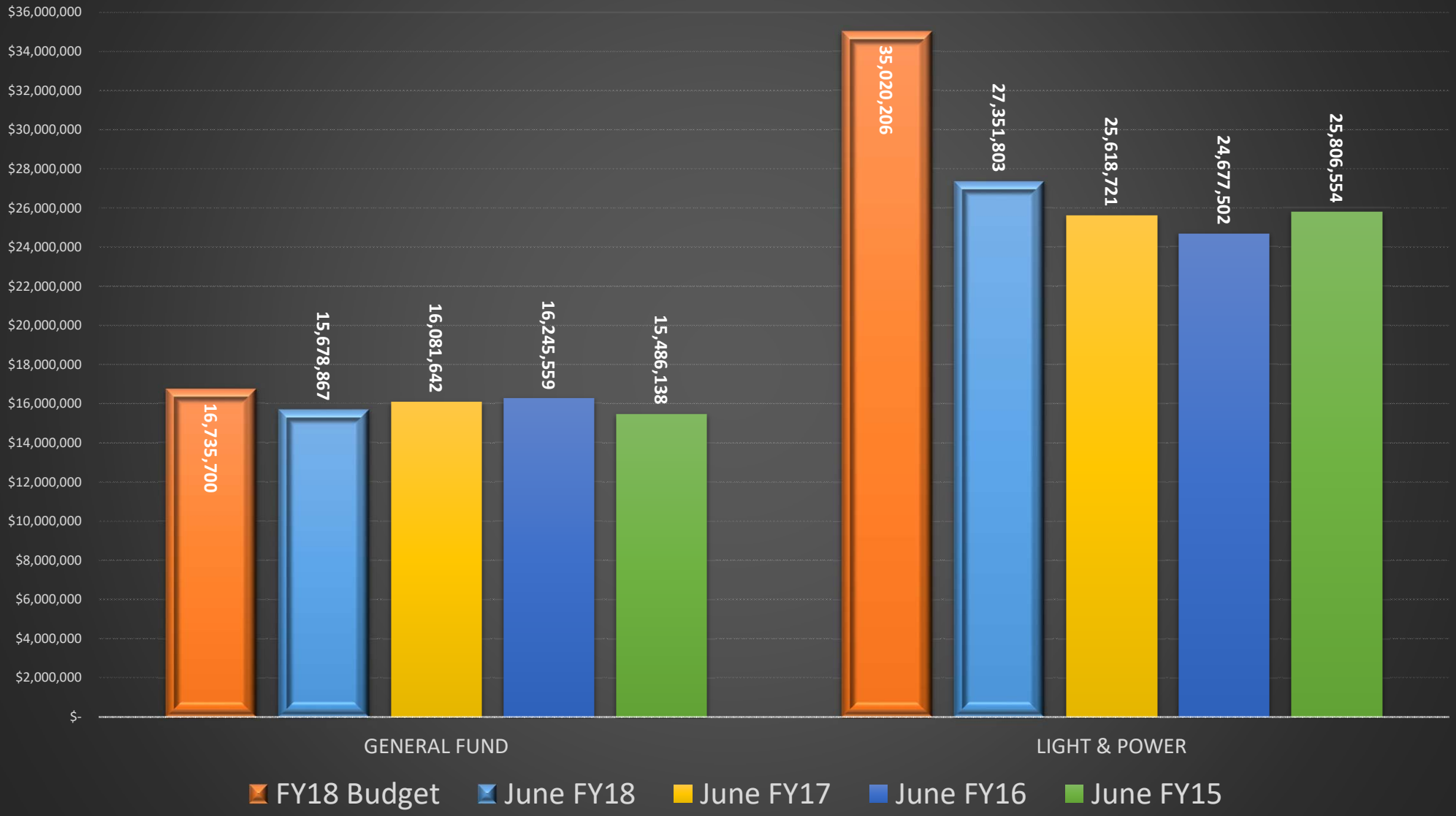
92	OPEB TRUST	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
92 OPEB TRUST								
9200	OPEB Trust	0	0	46,480.80	3,940.42	.00	-46,480.80	100.0%
	TOTAL OPEB TRUST	0	0	46,480.80	3,940.42	.00	-46,480.80	100.0%
	GRAND TOTAL	82,466,313	84,139,183	62,769,887.04	9,247,214.30	.00	21,369,295.96	74.6%

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Preliminary June 2018 YTD (Fiscal 2018) Expenditures Compared to the Expenditures of the Same Timeframe of the Past Three Fiscal Years

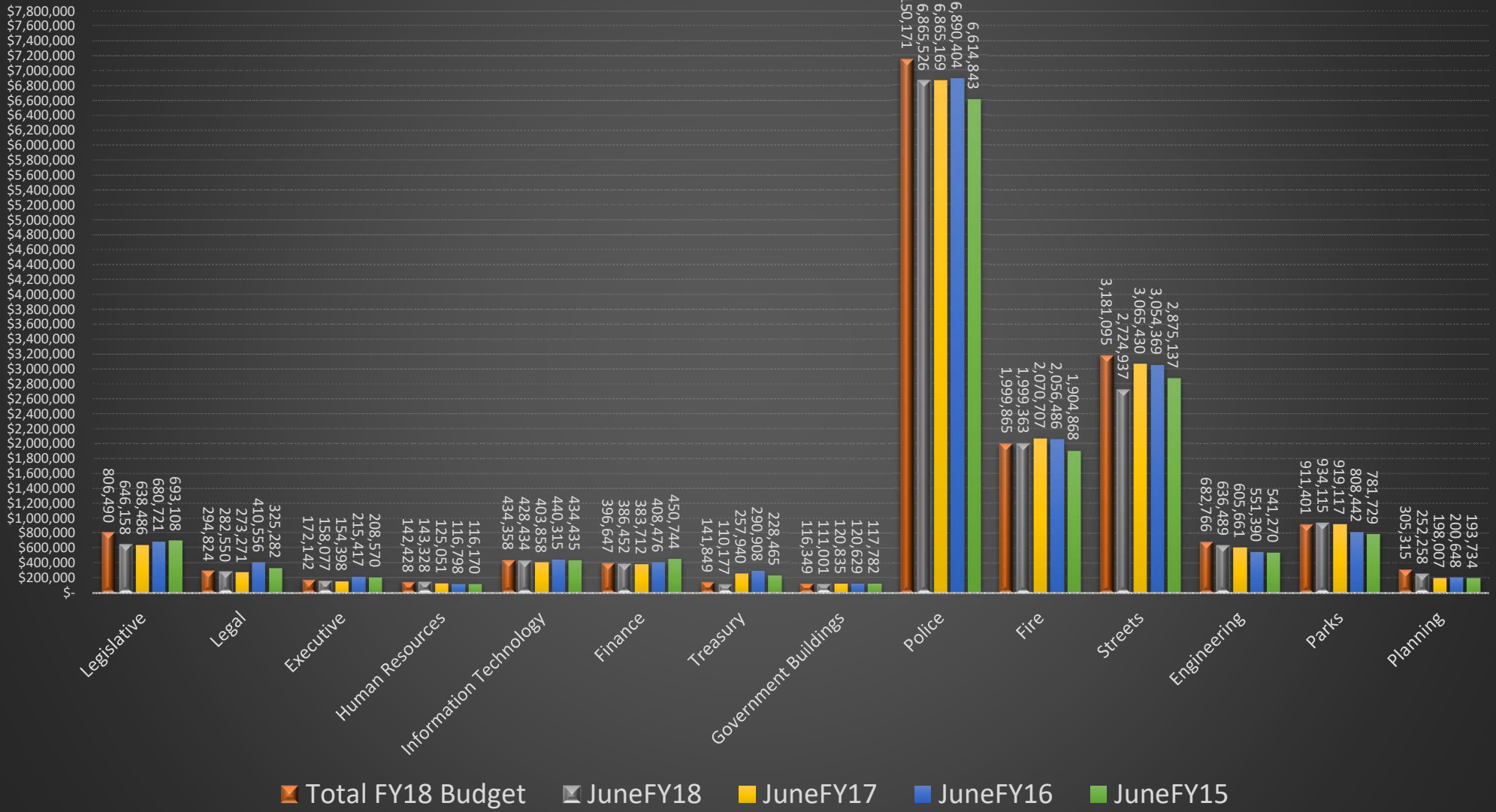


Preliminary June 2018 YTD (Fiscal 2018) Expenditures Compared to the Expenditures of the Same Timeframe of the Past Three Fiscal Years



General Fund Detailed Expenditures

Preliminary June 2018 Fiscal YTD Expenditures Compared to the Fiscal 2018 Total Budget and the Expenditures of the Same Timeframe of the Past Three Fiscal Years



Council Staff Report



Subject: Traffic Safety Committee Recommendations
On Street Parking Around Bountiful High and
Viewmont High
Address: Various
Author: Police Chief and City Engineer
Department: Police/Engineering
Date: August 28, 2018

Background

At the July 10th Traffic Safety Committee meeting, the TSC discussed the status of the on street parking situation around the two High Schools located in the city, and a date was set to hold a public meeting to discuss those issues. A three hour meeting was held on August 16 where many of the affected residents attended and voiced concerns and ideas for going forward.

Analysis

For more than 20 years the City has attempted to mitigate the impact of students parking on the public streets in front of private residences by installing “No Parking During School Hours” signs. These signs have only been marginally effective in reducing the nuisances, but have also pushed the parking problem to streets farther from the schools. With Farmington High creating a change in the school boundaries, it was felt that now was a good time to review the problem and possibly implement changes. In the TSC meeting, a recommendation was made to remove the “No Parking...” signs after holding a meeting where the affected residents could voice their concerns, frustrations, agreement, etc. Hence the meeting on the evening of the 16th.

Over the period of a few hours, the residents expressed concerns about litter, noise, immoral activity, lack of parental oversight, safety, etc. Homeowners told of blocked driveways, blocked fire hydrants, blocked or moved garbage cans on pickup day. They repeatedly mentioned disrespect by the students, disregard for the signs and traffic laws and the disappointment in the lack of enforcement of the “No Parking...” signs which were installed originally with the understanding that the enforcement by the BPD would be limited, if there was any at all. Overall, the majority of residents that spoke expressed frustration that the nuisance situation remained after two decades of the experiment with the “No Parking...” signs. There was also a general consensus that something new should be tried.

At the conclusion of the meeting and after discussing some possible solutions mentioned by the residents, Chief Ross presented a proposal, which was an expansion of the recommendation made by the Traffic Safety committee, to the group which was discussed at length. Although a few in attendance spoke in favor of keeping, and indeed expanding the number of signs, there was general agreement that the proposal was acceptable if the school district would also

participate in any way they could to make more parking available on the school grounds. The proposal is spelled out in the **Recommendation** section below.

Department Review

This memo was prepared by Paul Rowland, City Engineer/Public Works Dir. for presentation to the Council by Chief Tom Ross and has been reviewed by City Manager Gary Hill.

Recommendation

The Traffic Safety Committee send forward a recommendation to remove the existing “No Parking During School Hours” signs after hearing from the affected residents (which was held August 16, 2018). As a result of the input received in the meeting and from other sources the Recommendation comes with the following conditions, which will then be evaluated for effectiveness after two years:

1. The BPD establish two neighborhood working groups, one for each school, to meet regularly and discuss continuing problems or successes.
2. Both neighborhoods meet again in a public setting in January 2019
3. Police Officers to visit the Drivers Education classes (or other classes if deemed more appropriate) to discuss parking issues.
4. Mayor Lewis and Chief Ross meet with the Student Body Officers to gain a rapport and to get student buy-in on self-policing the problems.
5. Increased enforcement, up to and including the towing of offending vehicles by the BPD, in cases of blocked hydrants, blocked driveways, blocked intersections, etc.

Significant Impacts

It is expected that the removal of the existing signs will result in the on street parking being concentrated closer back to the entrances of the schools, thus reducing the impacts which parking is having on neighborhoods farther from the schools, but potentially increasing the impact on the neighborhoods closer to the schools. Increased enforcement will have an impact on the Police Department.

Attachments

Two lovely color aerial photos showing the areas currently marked for No Parking During School Hours.



City Council Staff Report

Subject: Travel and Training Personal Use Expenditures
Author: Tyson Beck, Finance Director
Department: Finance
Date: August 28, 2018



Background

Utah Code section 11-57, enacted into law during the 2017 legislative session, prohibits the use of City funds for any type of intentional personal use expenditures. This code section defines personal use expenditures as:

“an expenditure made without the authority of law that: is not directly related to the performance of an activity as an officer or employee of a political subdivision; primarily furthers a personal interest of an officer or employee of a political subdivision or the family, a friend, or an associate of an officer or employee of a political subdivisions; and would constitute taxable income under federal law.” (*Utah State Code 11-57-102(3)(a)*)

Additionally, Utah Code section 11-57 requires that if there is any such use of City funds that the personal use expenditure be reimbursed to the City along with a mandatory fifty percent (50%) “administrative penalty”.

As a part of the travel and training operations of Bountiful City there have been many instances where employees have used City funds to pay for personal use expenditures and then simply reimbursed the City for the non-work related expenditures. Some of the most common are as follows:

- Using City purchase cards to pay for airfare to a training conference for themselves and a family member or friend in order to ensure proximity of seating.
- Paying a hotel with a City-issued check for an additional night’s stay after a training conference has ended in order to remain in the same room throughout the stay.
- Using City purchase cards to pay for the combined cost of conference registration and entertainment tickets to the conference’s closing event.

Analysis

When Bountiful City Management became aware of this State law, employees were instructed to do their best at separating any travel and training costs for personal use from City-required travel costs and pay for them accordingly. Employees were also instructed that if such separation of costs was not possible by the provider that they should pay for the full cost with their own credit card and then ask for reimbursement for the work related costs from the City. Over this timeframe since this request there have been numerous employee reimbursements for travel costs that would have normally been paid for with City funds.

Under the old operating policy, employees were very good at reimbursing the City for personal expenditures and in the majority of the instances of reimbursement the City was paid by the employee long before the invoices came due for the City on the travel expense.

The current effort to keep employees from paying mandatory “administrative penalties” has become a very difficult process for employees planning their training and has been a detriment to the City’s finances. It has been found that there are many lodging and airline service providers that make it very difficult if not impossible to break out specific tickets or nights and pay with two methods of payment. This is taking additional employee time and many employees are just paying with their own credit card and asking for reimbursement. Because the City is sales and lodging tax exempt, we are able to request reimbursement from the State for any sales and lodging taxes paid within Utah as long as the taxes are paid with City funds. If the taxes are paid with an employee’s personal credit card the City cannot request reimbursement for those taxes even if the employee was reimbursed by the City. Additionally, the City issued purchase cards provide cash back that is lost when travel and training expenses are paid by the personal credit cards of the employees.

Ordinance 2018-07 is being proposed as a solution to the problems discussed. The ordinance would follow the State law as outlined in section 11-57 but would use the City Council’s “authority of law” (i.e. resolution or ordinance) to add a Bountiful City exception to the general State rule for a “personal use expenditure”. The ordinance would allow travel-and-training personal use expenditures as long as it is reimbursed to the City within a fourteen-day (14) grace period before the mandatory 50% administrative penalty would be charged. This would allow employees to book travel arrangements for family members and do other travel-related personal expenditures using the City purchase card and still reimburse the City long before the City’s bill came due. The ordinance would still keep with the Utah law’s intent of eliminating the use of public funds for personal use by requiring full reimbursement for all personal use expenditures and applying the 50% penalty after the fourteen-day grace period expires.

Department Review

This report has been reviewed by the City Manager and City Attorney.

Significant Impacts

Adoption of the proposed ordinance will allow employees flexibility while planning work-related travel expenses while positively affecting the City finances.

Recommendation

Approve Ordinance 2018-07.

Attachments

Ordinance 2018-07 - Travel and Training Personal Use Expenditures.



BOUNTIFUL

Bountiful City Ordinance No. 2018-07

RANDY C. LEWIS
MAYOR

CITY COUNCIL
KENDALYN HARRIS
BETH HOLBROOK
RICHARD HIGGINSON
JOHN MARC KNIGHT
CHRIS R. SIMONSEN

CITY MANAGER
GARY R. HILL

AN ORDINANCE GRANTING MUNICIPAL OFFICERS AND EMPLOYEES AUTHORITY TO MAKE PERSONAL USE EXPENDITURES WITH CITY FUNDS UNDER LIMITED CIRCUMSTANCES AND ADOPTING RESTRICTIONS REQUIRING REIMBURSEMENT OF SUCH FUNDS TO THE CITY WITHIN A SPECIFIED TIME PERIOD.

WHEREAS, the Utah Code 10-8-1 grants authority to city councils to control the finances of the corporation; and

WHEREAS, the Utah Code 11-57 regarding “personal use expenditures” prohibits the use of public funds for any type of intentional personal use and generally defines personal use expenditures as “an expenditure without the authority of law”; and

WHEREAS, the City Council finds it is in the best interest of the municipality to allow the use of Bountiful City funds for travel and training personal use expenditures without any “administrative penalty” as defined by Utah Code 11-57-103, under the requirement that such expenditures be reimbursed to the City within fourteen days.

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE BOUNTIFUL CITY COUNCIL AS FOLLOWS:

Section 1. Ordinance Enactment. Section 2-5-107 of the Bountiful City Code is hereby enacted as follows:

2-5-107. Personal Use Expenditures.

(a) City officers and employees are granted municipal authority, in the interest of economy and efficiency, to expend public funds or incur indebtedness on behalf of the City for travel-and-training personal use expenditures provided that the officer or employee reimburse the City in full for any expenditure or indebtedness within fourteen (14) days from the date of the expenditure or the date the indebtedness was incurred.

(b) If the City determines that an officer or employee has intentionally made a personal use expenditure in violation of Utah Code 11-57-103 and this Subsection (a); the City shall provide written notice to the officer or employee determined to be in violation and:

(1) require the officer or employee to deposit the amount of the personal use expenditure into the fund or account from which:

(a) the personal use expenditure was disbursed; or

(b) payment for the indebtedness or liability for a personal use expenditure was disbursed;

(2) the officer or employee to remit an administrative penalty in the amount equal to 50% of the personal use expenditure to the City which the City shall deposit into the operating funds of the City.

(c) Any officer or employee of the City who has been found by the City to have made a personal use expenditure in violation of this Subsection (b) may appeal the finding of the City. A Request for Review before the City Manager may be requested within ten (10) business days after the City has provided written notice as described in Subsection (b). The Request for Review must be submitted to the City Manager in writing. All related documentation must be submitted with the Request. The Requesting party has the burden of proof. The standard of review shall be preponderance of the evidence.

(d) Upon receipt of the Request for Review, the City Manager shall review the Request, including all information submitted with the Request, as well as any relevant City records.

(e) The City Manager shall determine to uphold or overturn the City's original finding and provide written notice of decision to the requesting party within fourteen (14) days.

Section 2. Effective Date. This Ordinance shall become effective immediately upon first publication.

Adopted by the City Council of Bountiful, Utah, this 28th day of August, 2018.

Randy C. Lewis, Mayor

Attest:

Shawna Andrus, City Recorder

City Council Staff Report

Subject: Holbrook Booster Station
Author: Lloyd Cheney, Assistant City Engineer
Department: Engineering
Date: August 28, 2018



Background

The Holbrook Booster Station will be constructed on the west side of the Holbrook Tank site, which currently functions as part of the recreation area for the Holbrook Elementary School. This new facility will supply water to the existing Barton Creek Reservoir and the new 4th North Reservoir which is located near the corner of 400 N and 1300 E streets. It will replace the aging Turkey Shoot Pump Station which is also located on 250 N Street, just below Davis Blvd.

Analysis

A Bid Opening for the construction of the new booster station was held on Tuesday, August 21, 2018 and 9 proposals were received. The lowest price proposal was submitted by ProBuild Construction, which is the newest version of Build Inc., a company formerly located in Bountiful. Build Inc. has built reservoirs and multiple facilities for the City over the years and is qualified to complete this project.

The top 3 results of the Bid Opening are as follows:

Engineer's Estimate	\$250,000.00
ProBuild Construction	\$288,220.00
FX Construction	\$291,084.00
Guardian Construction	\$295,763.00

In order to complete the project, the purchase of additional equipment is necessary and was not included in the Booster Station contract to allow us to maintain a efficient construction schedule and to allow the Water Dept to continue with the purchase of standardized equipment in our pumping facilities. The items are as follows:

1. **Pump Cans** Pump cans are a fabricated steel vessel located below the booster station floor which house the pump assembly. The 2 "cans" were purchased in advance of the building construction to reduce construction delays.
(Cost \$16,566.00 for 2 pump cans)
2. **Motor Control Panels** The motor control panels contain the necessary electrical equipment to properly operate the pumps. The panels that have been

sourced for this project are built locally and match the standard of equipment found in the majority of our pump stations. (Cost \$31,780.00 for 2 motor control panels).

3. Pumps, Motors and Discharge Heads These components are the actual equipment which moves the water. The price of \$48,206.00 was obtained from Nickerson Company. Past projects have shown Nickerson to be the lowest cost, but the Water Dept. has solicited other proposals which were not available at the time this memo was written.

Department Review

This memo has been reviewed by the City Engineer and Water Department Director.

Significant Impacts

Funding for this building and pumping equipment was initially included in the Water Department's Capital Budget in FY 2017-2018 (\$250,000), but the design was not completed during that FY as anticipated. Fortunately, funds were included in the current FY (\$350,000) for a booster station to be constructed at the 4th North Reservoir site. These funds will be used for the construction of the Holbrook Booster and the proposed project at the 4th North Reservoir site will be included in a future FY as we evaluate the performance of the culinary system with the effects of new development from the Stone Creek Estates Subdivision.

In summary, the total costs anticipated are as follows:

Booster Station	\$288,220.00
Pump Cans	\$ 16,566.00
Motor Control Panels	\$ 31,780.00
<u>Pumps, Motors etc.</u>	<u>\$ 48,206.00</u>
Total	\$384,772.00

The difference of \$34,772.00 will be made up from other funds currently budgeted in the Water Dept. Capital accounts in the current FY.

Recommendation

- It is recommended that the Bid of ProBuild Construction be accepted in the amount of \$288,220.00.
- It is also recommended that the Council authorize the Water Department to purchase Motor Control Panels in the amount of \$31,780.00 and Pumps, Motors and Discharge Heads in the amount not to exceed \$48,206.00.

Attachments

A Bid Tabulation is attached to this memo.

Bountiful City Corp.

Holbrook Booster Station

Bid Opening: 21 Aug 2018 2:00 pm

Bid Tabulation

Item	Description	Unit	Qty	Engineer's Estimate		ProBuild Construction		FX Construction		Guardian Construction		Patriot Construction	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	LS	1	10,000.00	10,000.00	10,000.00	10,000.00	13,400.00	13,400.00	38,020.00	38,020.00	10,677.00	10,677.00
2	Clear, Grub and Grade Site	LS	1	7,500.00	7,500.00	1,500.00	1,500.00	14,600.00	14,600.00	26,822.00	26,822.00	3,415.00	3,415.00
3	Construct Transformer Pad	LS	1	3,500.00	3,500.00	2,000.00	2,000.00	1,200.00	1,200.00	3,350.00	3,350.00	1,380.00	1,380.00
4	Install Pump Cans	LS	1	20,000.00	20,000.00	30,000.00	30,000.00	5,000.00	5,000.00	1,590.00	1,590.00	9,799.00	9,799.00
5	Booster Station Shell	LS	1	80,000.00	80,000.00	135,000.00	135,000.00	67,300.00	67,300.00	78,077.00	78,077.00	83,654.00	83,654.00
6	Electrical and Ventilation	LS	1	35,000.00	35,000.00	60,000.00	60,000.00	82,250.00	82,250.00	47,400.00	47,400.00	41,170.00	41,170.00
7	Type B Drive Approach	Lft	26	55.00	1,430.00	100.00	2,600.00	114.00	2,964.00	75.00	1,950.00	65.00	1,690.00
8	24" Curb and Gutter	Lft	20	30.00	600.00	30.00	600.00	66.00	1,320.00	173.00	3,460.00	47.00	940.00
9	4" Thick Concrete Flatwork	SqFt	40	5.00	200.00	12.50	500.00	22.00	880.00	36.00	1,440.00	10.75	430.00
10	6" Thick Concrete Flatwork	SqFt	315	7.00	2,205.00	8.00	2,520.00	8.00	2,520.00	4.00	1,260.00	10.50	3,307.50
11	Site Supply and Discharge Piping	LS	1	54,500.00	54,500.00	25,000.00	25,000.00	87,700.00	87,700.00	57,342.00	57,342.00	124,876.00	124,876.00
12	48" Manhole	LS	1	2,500.00	2,500.00	3,000.00	3,000.00	2,600.00	2,600.00	10,752.00	10,752.00	5,502.00	5,502.00
13	Site Electrical Conduit and Conductor	LS	1	21,000.00	21,000.00	6,500.00	6,500.00	2,100.00	2,100.00	12,800.00	12,800.00	17,250.00	17,250.00
14	Modify Site Sprinkler System	LS	1	2,500.00	2,500.00	3,000.00	3,000.00	1,850.00	1,850.00	8,500.00	8,500.00	2,200.00	2,200.00
15	Top Soil & Turf Sod	SqFt	3,000	3.00	9,000.00	2.00	6,000.00	1.80	5,400.00	1.00	3,000.00	2.83	8,490.00
Total				249,935.00		288,220.00		291,084.00		295,763.00		314,780.50	

Item	Description	Unit	Qty	Corrio Construction		VanCon		Stapp		England Construction		Allied Underground	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	LS	1	15,749.00	15,749.00	35,000.00	35,000.00	51,500.00	51,500.00	69,000.00	69,000.00	46,962.00	46,962.00
2	Clear, Grub and Grade Site	LS	1	1,490.00	1,490.00	16,000.00	16,000.00	6,850.00	6,850.00	15,000.00	15,000.00	2,700.00	2,700.00
3	Construct Transformer Pad	LS	1	1,987.00	1,987.00	7,500.00	7,500.00	1,550.00	1,550.00	1,900.00	1,900.00	4,756.00	4,756.00
4	Install Pump Cans	LS	1	7,216.00	7,216.00	10,000.00	10,000.00	6,900.00	6,900.00	6,200.00	6,200.00	7,815.00	7,815.00
5	Booster Station Shell	LS	1	122,800.00	122,800.00	110,000.00	110,000.00	98,200.00	98,200.00	81,000.00	81,000.00	98,820.00	98,820.00
6	Electrical and Ventilation	LS	1	54,800.00	54,800.00	47,000.00	47,000.00	50,100.00	50,100.00	78,500.00	78,500.00	63,700.00	63,700.00
7	Type B Drive Approach	Lft	26	219.00	5,694.00	100.00	2,600.00	85.00	2,210.00	150.00	3,900.00	191.20	4,971.20
8	24" Curb and Gutter	Lft	20	132.00	2,640.00	80.00	1,600.00	108.00	2,160.00	38.00	760.00	140.00	2,800.00
9	4" Thick Concrete Flatwork	SqFt	40	17.00	680.00	13.00	520.00	12.00	480.00	10.00	400.00	38.63	1,545.20
10	6" Thick Concrete Flatwork	SqFt	315	11.00	3,465.00	15.00	4,725.00	11.00	3,465.00	12.00	3,780.00	15.12	4,762.80
11	Site Supply and Discharge Piping	LS	1	83,640.00	83,640.00	81,000.00	81,000.00	100,500.00	100,500.00	82,500.00	82,500.00	110,414.00	110,414.00
12	48" Manhole	LS	1	4,400.00	4,400.00	3,500.00	3,500.00	5,000.00	5,000.00	5,500.00	5,500.00	3,152.00	3,152.00
13	Site Electrical Conduit and Conductor	LS	1	4,700.00	4,700.00	8,300.00	8,300.00	18,800.00	18,800.00	5,200.00	5,200.00	5,800.00	5,800.00
14	Modify Site Sprinkler System	LS	1	1,689.00	1,689.00	4,000.00	4,000.00	2,800.00	2,800.00	2,300.00	2,300.00	1,400.00	1,400.00
15	Top Soil & Turf Sod	SqFt	3,000	1.30	3,900.00	3.50	10,500.00	1.00	3,000.00	1.25	3,750.00	2.60	7,800.00
Total				314,850.00		342,245.00		353,515.00		359,690.00		367,398.20	

City Council Staff Report

Subject: Downtown Plaza Site Plan
Author: Lloyd Cheney, Assistant City Engineer
Department: Engineering
Date: August 28, 2018



Background

Design work continues on the first phase of the Downtown Plaza. This Agenda Item will discuss the planned amenities and improvements for the first phase of the project and present the Site Plan for Council approval.

Analysis

The first phase of the plaza construction will include the facilities and amenities which the design team has identified as the most critical elements necessary for the immediate success of the Plaza. These items include:

1. Construction of the linear water feature parallel to 100 E and the cascading pool elements near the northwest corner of the plaza. Due to the popularity of the water pumps at Creekside Park, the team has included some interactive pump features in the water feature. A decorative paver surface will be installed around the water feature for enhancement of the play area next to the water feature.
2. Public Restroom. This building will include men's and women's restrooms and changing rooms for those who use the water feature. The basement of this building will house the water treatment and pumping equipment for the water feature.
3. A small concession & equipment storage building adjacent to the restroom building. This building also has an associated shade structure which will be similar to the shade structures for the stage and the restroom building.
4. An elevated stage area with shade structure. The rear of the shade structure is intended to include installation of a backdrop. The front of the stage includes 3 wide steps across the front of the stage which will accommodate performers. Conduits for sound mixing equipment will be installed in the central landscaped area in front of the stage.
5. Decorative lighting elements for gathering areas, "moonlighting" (overhead lighting suspended from the large Sycamore trees), and general site lighting. A limited amount of interactive lighting will be included in the water feature.
6. Decorative (colored) concrete walks and gathering areas.
7. Integrated seating and gathering areas around the perimeter of the plaza.
8. A 6 ft tall climbing wall will be constructed along the east side of the plaza.

9. An outdoor fireplace will be constructed near the outdoor seating area adjacent to the concession and restroom building.
10. Parking for food trucks.
11. Landscaped and hardscape elements for use by the Farmer's Market participants.
12. Site power and sound equipment. Power pedestals will be provided at select locations for food trucks and Farmer's Market activities.
13. Utilities for future needs will be installed at the location of the future skating/concession kiosk.
14. Angle parking along 100 South, 100 East , and portions of 200 South streets.

Department Review

This memo has been reviewed by the City Engineer and City Manager.

Significant Impacts

Construction costs continue to be a factor in the items intended to be included in this first phase of Plaza construction. In past weeks, the scope of "exterior" work has been reduced to include only the improvements along the perimeter of the Plaza on 100 South, 100 East, 200 South and the parking lot behind the merchants/businesses who front on to Main Street.

Our team of City Staff, design and construction professionals will continue to evaluate the planned construction and associated costs so that the budget of \$3.5 M will not be exceeded.

Recommendation

- Staff recommends the city council review the proposed plaza amenities, provide feedback, and approve the Plaza Site Plan.

Attachments

None. A Site Plan will be presented and reviewed via the projector during the Council Meeting.

City Council Staff Report



Subject: Vehicle Purchase
Author: Chief Ross
Department: Police Department
Date: August 28, 2018

Background

The following is a request to approve the purchase of two police vehicles. Funding for these vehicles is included in our FY 2019 budget.

Analysis

The vehicles to be purchased are one 2019 Ford Explorer assigned to the Patrol division and one 2019 Toyota Camry Hybrid assigned to the Detective Division. The Explorer will be purchased from Performance Automotive Group at the Utah State Contract price of \$29,760. The Camry will be purchased from Tony Divino at the Utah State Contract price of 25,267. Tony Divino is the only Toyota dealer for state bid contract purchases. The total price for both vehicles is \$55,027 which is within the amount budgeted in our FY2019 budget.

The following vehicles will be sold;

- 2008 Dodge Charger with approximately 95,000 miles
- 2007 Ford Crown Victoria with approximately 104,000 miles

Department Review

The Police Department and City Manager have reviewed this staff report.

Recommendation

I respectfully request your approval to purchase two police vehicles in the amount of \$55.027. Thank you for your time and consideration in this matter.

Significant Impacts

Sufficient funds are currently budgeted.

Attachments

N/A

City Council Staff Report



Subject: Pole Reinforcement Contractor
Author: Allen Ray Johnson
Department: Light & Power
Date: August 28, 2018

Background

In order for our power system to be more safe and reliable, we have requested a quote from Osmose Utility Services to test, inspect, and treat our wood distribution poles. Osmose has previously worked with us on our transmission system which they inspected, reinforced, and restored 10 Transmission Poles. Upon completion of this project we will have full condition reports for all our wood pole as well as GPS coordinates. We estimate this will complete approximately sixty percent of the pole testing for the City.

Analysis

We requested a quote from Osmose Utilities Services Inc. to perform the required work on our distribution poles.

Contractor	Local Office	Total Bid	Schedule
Osmose Utilities Services Inc.	Salt Lake City, Utah	\$160,000	September

Department Review

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

Significant Impacts

The cost for this project is budgeted and will be paid for out of the account 535300-448632 Distribution.

Recommendation

Staff recommends the approval of the quote from Osmose Utilities Services Inc. for a total of \$160,000.

This will be discussed at the Power Commission meeting Tuesday morning, August 28, 2018 and we will bring their recommendation to the City Council meeting that night.

Attachments

None

City Council Staff Report



Subject: Americom Directional Boring Bid Extension
Author: Allen Ray Johnson
Department: Light & Power
Date: August 28, 2018

Background

We have several underground projects throughout the city that need to have conduit installed. These projects are designed to increase the system reliability, allow for system upgrades, and to give additional capacity and back up to our system. In March 2018, we requested bids from several boring contractors to bore-in and to install underground conduits throughout the city. Americom was the contractor selected and they have finished all of the previous projects from the original bid package except one. To minimize the inconvenience to residents and limit the restoration of property we have requested additional bids from them to install these conduits.

The attached map shows the last area that has been approved to bore-in new conduits in yellow and the proposed new work to bore-in new conduits in red.

Listed below are the project sites which include new distribution lines, distribution upgrades, and to replace existing underground street light circuits.

Analysis

Bore Description	Account	Bid Price
500 West Distribution Feeder 673	Capital	\$76,583
Emerald Hills Secondary	Distribution	\$22,243
1940 South 200 West Distribution	Distribution	\$21,104
Spring Creek Street Light	Street Light	\$37,290
Jeri Drive Street Light	Street Light	\$10,889
Oakmont Drive Street Light	Street Light	\$18,207
Edgehill Drive Street Light	Street Light	\$92,586
2450 South Street Light	Street Light	\$35,533
	Total	\$314,435

We have had great success working with Americom and we would like to extend their contract and have them work on these additional projects within the city. They have agreed to extend these additional projects for the same rate for setup and boring for these additional projects.

Department Review

This has been reviewed by Staff and the City Manager.

Significant Impacts

This work is identified in the FY 2018-19 budgets and is within the identified budget. The projects will be funded from three different accounts, 673 Feeder Upgrade, Distribution, and Street Lights.

Recommendation

Staff recommends the approval of the additional work from Americom Technology for the amount of \$314,435.




This item will be discussed at the Power Commission meeting on Tuesday morning and we will bring their recommendation with us to the meeting.

Attachments

Map Feeder 673 Upgrade

Feeder 673



Previous Bid Bore Path	
New Bid Bore Path	
Installed With Development	

City Council Staff Report

Subject: Power Department Service Body Purchase
Author: Allen Ray Johnson, Director
Department: Light & Power
Date: August 28, 2018



Background

The Light & Power Department 2018-2019 budget includes the purchase of a new substation maintenance vehicle. This vehicle will replace unit# 5007 a 2004 Ford F-350 Extended Cab 4X4 Diesel. We need to purchase the cab and chassis from a separate supplier than the new service body.

Analysis

We have requested bids from two local suppliers which carries Reading, Knapheide, Dakota, and B/G service bodies. The results of the bid opening are as follows:

Supplier/Manufacturer	Office Location	Total Price	Schedule
Mountain States Industrial Supply/B/G	Salt Lake City, UT	\$35,862	150-180 days
Mountain States Industrial Supply/Dakota	Salt Lake City, UT	\$35,862	210-270 days
Semi Service/Knapheide	Salt Lake City, UT	\$37,060.39	210-240 days
Semi Service/Reading	Salt Lake City, UT	\$40,657.15	240-270 days

We have reviewed the bids and believe the low bid from Mountain States for the B/G service body from Mountain States Industrial Supply will meet our needs. We currently have two of the B/G service bodies and have been very pleased with them.

Department Review

This has been reviewed by the staff and the City Manager.

Significant Impacts

The B/G service body is included in the 2018-2019 fiscal budget, in the Capital Vehicles account 535300-474600. The overall budget for vehicles is \$240,000.

Recommendation

Staff recommends approval of the low bid for the purchase of a new B/G service body from Mountain States Industrial Supply at a total price of \$35,862.00.

This item will be discussed Tuesday morning during the Power Commission meeting and their recommendation will be brought to the meeting.

Attachments

None.

City Council Staff Report



Subject: Preliminary Site Plan for a 12 unit Multifamily development
Author: Chad Wilkinson, City Planner
Address: 105 S. 100 West
Date: August 28, 2018

Description of Request:

The applicant, Knowlton General, requests preliminary site plan approval for a 12 unit multifamily development located at 105 S 100 West. The property is located within the DN (Downtown) zone.

Background and Analysis:

The property is zoned DN (Downtown) and is surrounded by multifamily residential to the east, single family residential to the west, the post office to the north, and vacant property to the south. The plan is to remove the existing single family residence on site and construct a new 3-story approximately 15,000 square foot building with 4 units per floor.

The proposed development is located on a .26 acre property but is part of the larger Hepworth mixed use development located to the east. No new driveways are proposed in conjunction with the development. The applicant will close the existing approach on 100 South and will use the approach to the Hepworth Apartments located on 100 West. The proposal meets the parking standards of the Code including required covered parking and guest spaces. The parking for the development is shared with the existing development to the east and utilizes excess parking developed with the previous apartments to meet the minimum standards.

The proposed building meets the required setback and height standards for the DN Zone. The applicant proposes building materials consisting of a mix of fiber cement siding and brick. The buildings are compatible with the existing apartments to the east. Color renderings of the buildings are attached to this report. The proposed structure meets the required articulation standards of the ordinance and complies with the maximum 2:1 height to width ratio requirements. Ground floor units have entrances facing the public street and balconies or patios are shown for each unit.

The plan shows the minimum 10 percent of landscape area and the additional landscaping required by Code for multifamily development; however, a detailed landscape plan will need to be submitted demonstrating compliance with the minimum requirements of the landscape code.

Water and sewer will be provided via connections to existing lines in 100 South. Storm water drainage was designed in conjunction with the previous development and is sized to handle the minor change to the site anticipated with the current development.

Although it is not required to combine the properties in order for the building to meet setbacks, the development of the building requires the use of parking located on an adjacent parcel. Therefore, it is recommended that either the parcels be combined or that an easement or agreement for shared parking be recorded on the property to the south and east.

Department Review

This proposal has been reviewed by the Engineering, Power, and Planning Departments and by the Fire Marshall.

Significant Impacts

The development is occurring in an area with urban levels of infrastructure already in place. Impacts from the development of this property have been anticipated in the design of the existing storm water, sewer, and water and transportation system.

Recommended Action

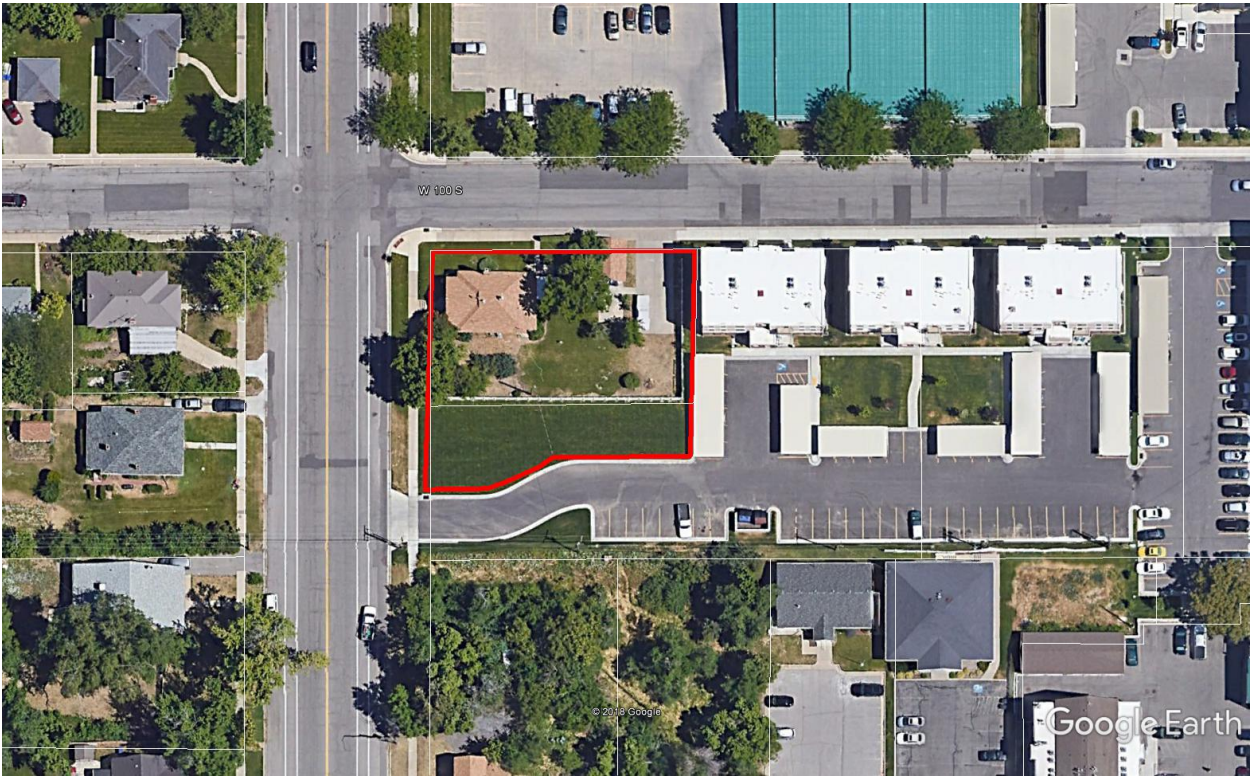
The Planning Commission reviewed and approved an application for Conditional Use Permit at their August 14, 2018 meeting and forwarded a recommendation of approval to the City Council for preliminary site plan approval for the proposed 12 unit multifamily building subject to the following conditions:

1. Complete any and all redline corrections.
2. Prior to issuance of the building permit, either consolidate the parcels or provide a shared parking and access agreement or easement in favor of the new development.
3. Submit a landscape plan meeting the minimum requirements of Sections 14-16- 104 and 14-16-109.

Attachments

1. Aerial photo
2. Site and utility plans
3. Building elevations

Aerial Photo



ONE AND ONE

100 South 100 West Bountiful, UT 84010
OWNERS: Hepworth Investment Group LLC
SITE PLAN REVIEW | 07.20.2018

DRAWING LIST:

DRAWING LIST	
Sheet Number	Sheet Name
GI001	COVER SHEET
A0	SITE PLAN
A0.1	UTILITY PLAN
A1	FLOOR PLANS
A2	EXTERIOR ELEVATIONS
A3	EXTERIOR ELEVATIONS
A4	EXTERIOR VIEWS
A5	ENLARGED UNIT PLANS

PROJECT INFORMATION:

PROJECT TYPE: RESIDENTIAL MULTI-FAMILY
BUILDING USE: RESIDENTIAL APARTMENTS
OCCUPANCY: R-2 (RESIDENTIAL)

AREA TABULATIONS: GROUND FLOOR (APARTMENTS) = 4,953 SF +/-
SECOND FLOOR (APARTMENTS) = 4,953 SF +/-
THIRD FLOOR (APARTMENTS) = 4,953 SF +/-
FOURTH FLOOR (APARTMENTS) = 4,953 SF +/-
TOTAL = 14,859 SF +/-

UNIT COUNTS: 2-BEDROOM APARTMENTS = 12 UNITS

PARKING COUNTS: 2-BEDROOMS: 2 UNITS x 2.25 STALLS/UNIT = 27 STALLS

TOTAL PROVIDED BY EXISTING DEVELOPMENT (INCLUDES 2 H.C.) = 63 STALLS

TOTAL REQUIRED BY EXISTING DEVELOPMENT = 41 STALLS

TOTAL SPACES REQUIRED (EX + NEW) = 68 STALLS

ADDITIONAL SPACES REQUIRED = 5 STALLS

SPACES ADDED (INCLUDES 1 H.C.) = 8 STALLS

LANDSCAPE TABULATION: PROPERTY AREA = 82.5' X 140' = 11,550 SF
LANDSCAPE AREA REQUIRED
10% OF LOT = 1,155 SF
± 50 SF/UNIT = 600 SF
TOTAL = 1,755 SF
LANDSCAPE AREA PROVIDED = 5,016 SF

BUILDING HEIGHT MAXIMUM = 35'-0" FOR 50' FROM 100 W
45' FOR REST OF SITE

ACTUAL = 36'-0" TO T.O PARAPET
33'-0" TO T.O. ROOF

BUILDING LENGTH MAXIMUM = 2x MAXIMUM HEIGHT = 2 X 45' = 90'
ACTUAL = 90'

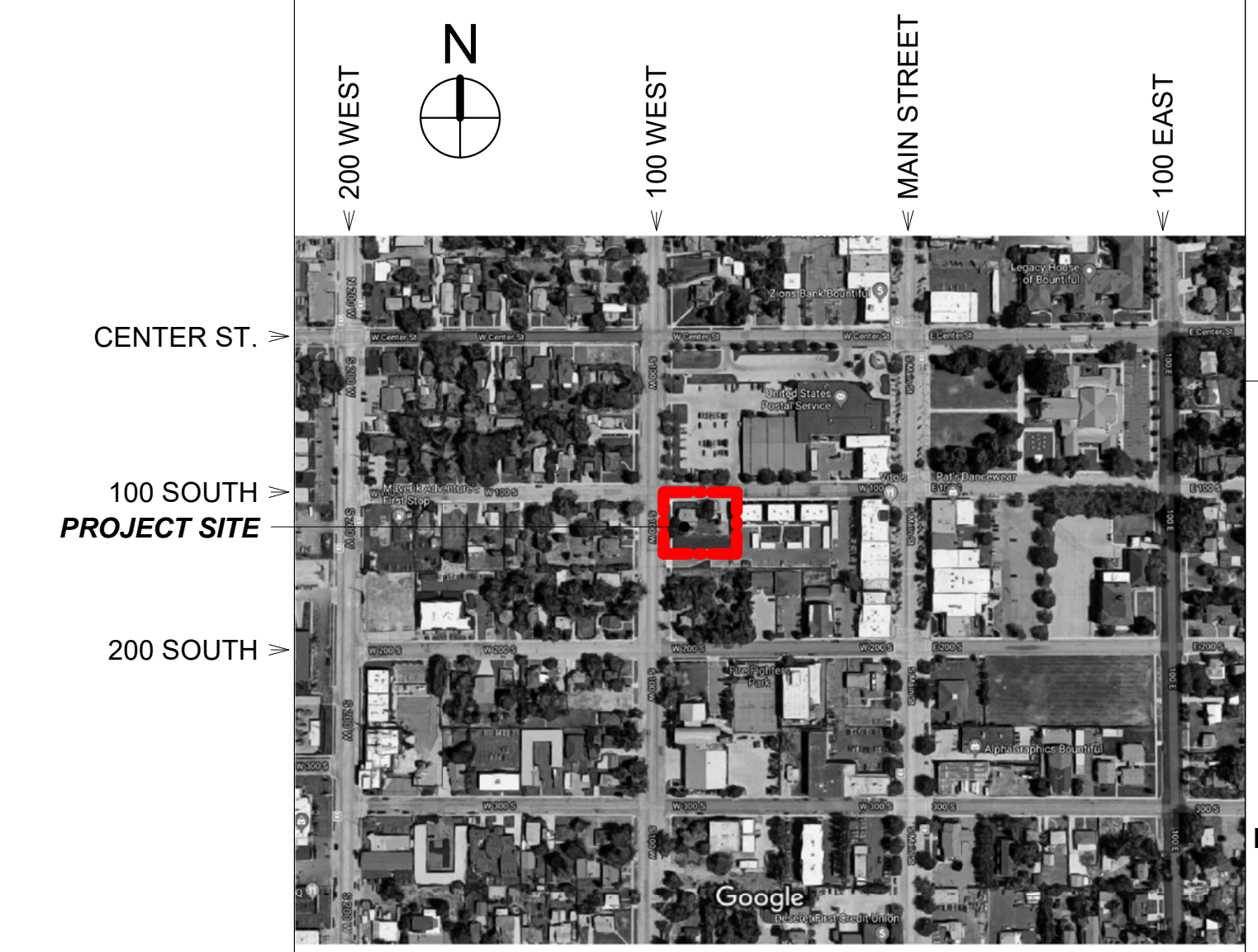
P s R t O u C d E i S o S

3055 s. grace street
salt lake city, utah 84109
p.571.332.6361
www.processpllc.com



VIEW FROM CORNER OF 100S AND 100W 1
GI001

VICINITY MAP:



SITE MAP:



No.	Description	Date

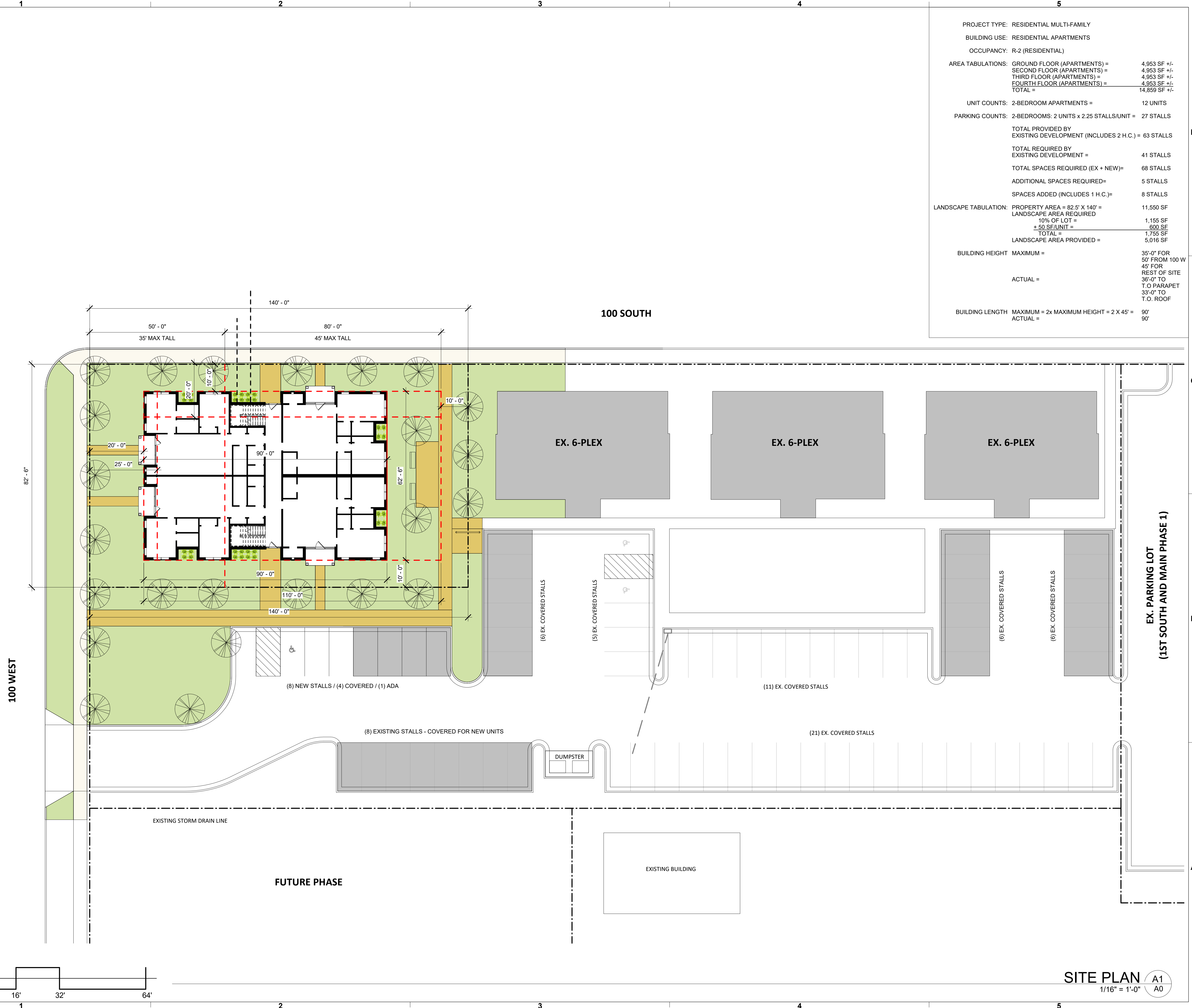
ONE AND ONE COVER SHEET

Project Status	SITE PLAN REVIEW
Project Number	18_0021
Date	07.20.2018
Drawn by	DJY
Checked by	EGE
GI001	

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PROJECT TYPE: RESIDENTIAL MULTI-FAMILY
BUILDING USE: RESIDENTIAL APARTMENTS
OCCUPANCY: R-2 (RESIDENTIAL)

AREA TABULATIONS:

GROUND FLOOR (APARTMENTS) =	4,953 SF +/-
SECOND FLOOR (APARTMENTS) =	4,953 SF +/-
THIRD FLOOR (APARTMENTS) =	4,953 SF +/-
FOURTH FLOOR (APARTMENTS) =	4,953 SF +/-
TOTAL =	14,859 SF +/-

UNIT COUNTS: 2-BEDROOM APARTMENTS = 12 UNITS

PARKING COUNTS: 2-BEDROOMS: 2 UNITS x 2.25 STALLS/UNIT = 27 STALLS

TOTAL PROVIDED BY EXISTING DEVELOPMENT (INCLUDES 2 H.C.) = 63 STALLS

TOTAL REQUIRED BY EXISTING DEVELOPMENT = 41 STALLS

TOTAL SPACES REQUIRED (EX + NEW) = 68 STALLS

ADDITIONAL SPACES REQUIRED = 5 STALLS

SPACES ADDED (INCLUDES 1 H.C.) = 8 STALLS

LANDSCAPE TABULATION:

PROPERTY AREA = 82' X 140' =	11,550 SF
LANDSCAPE AREA REQUIRED 10% OF LOT =	1,155 SF
+ 50 SF/UNIT =	600 SF
TOTAL =	1,755 SF
LANDSCAPE AREA PROVIDED =	5,016 SF

BUILDING HEIGHT MAXIMUM = 35'-0" FOR 50' FROM 100 W
 45' FOR REST OF SITE

ACTUAL = 36'-0" TO T.O. PARAPET
 33'-0" TO T.O. ROOF

BUILDING LENGTH MAXIMUM = 2x MAXIMUM HEIGHT = 2 X 45' = 90'
 ACTUAL = 90'

P r o c e s s

3055 s. grace street
 salt lake city, utah 84109
 p.571.332.6361
 www.processpllc.com

No.	Description	Date

ONE AND ONE SITE PLAN

Project Status	SITE PLAN REVIEW
Project Number	18_0021
Date	07.20.2018
Drawn by	DJY
Checked by	EGE

A0

Scale	1/16" = 1'-0"
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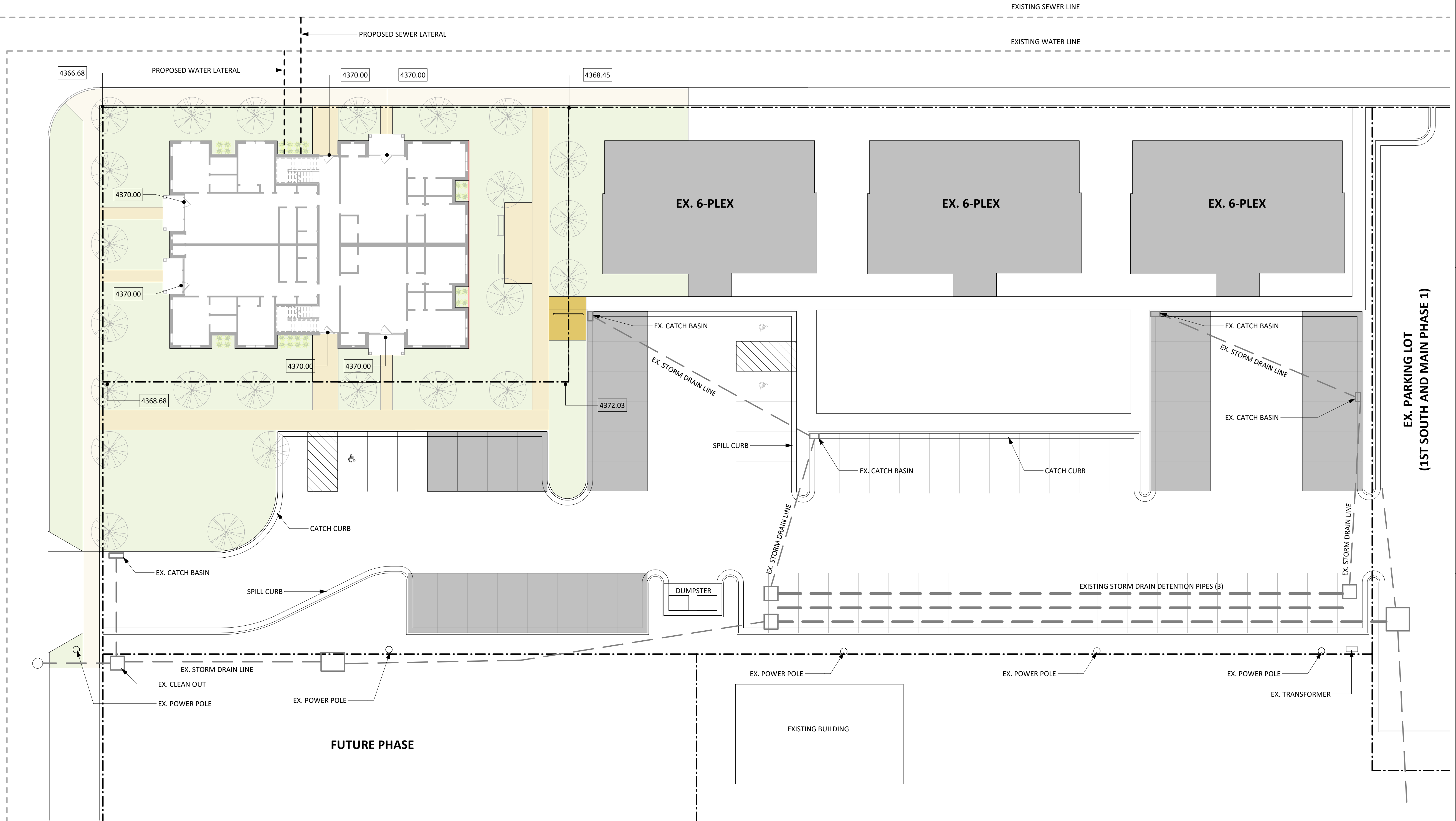
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100 WEST

100 SOUTH



EX. PARKING LOT
(1ST SOUTH AND MAIN PHASE 1)

No.	Description	Date

ONE AND ONE
UTILITY PLAN

Project Status	SITE PLAN REVIEW
Project Number	18_0021
Date	07.20.2018
Drawn by	DJY
Checked by	EGE

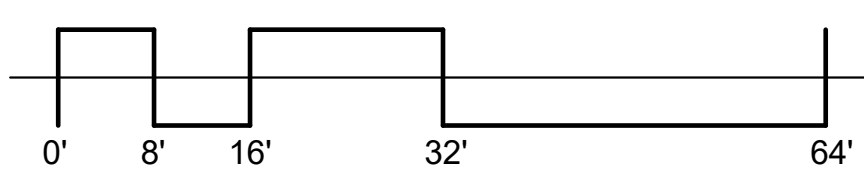
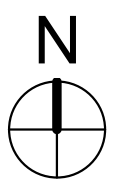
A0.1

Scale 1/16" = 1'-0"

UTILITY PLAN

1/16" = 1'-0"

1 A0.1



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1

2

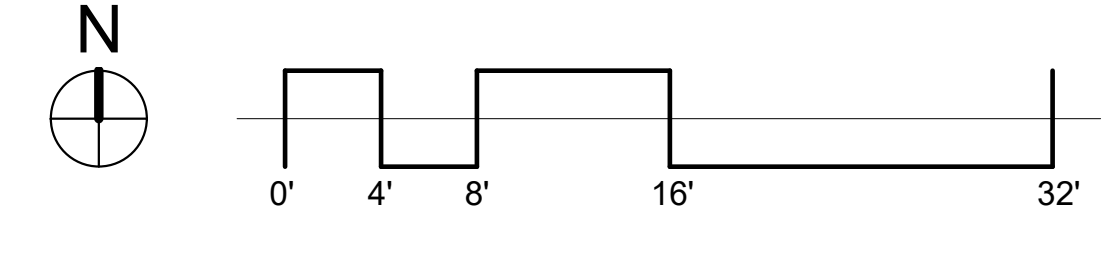
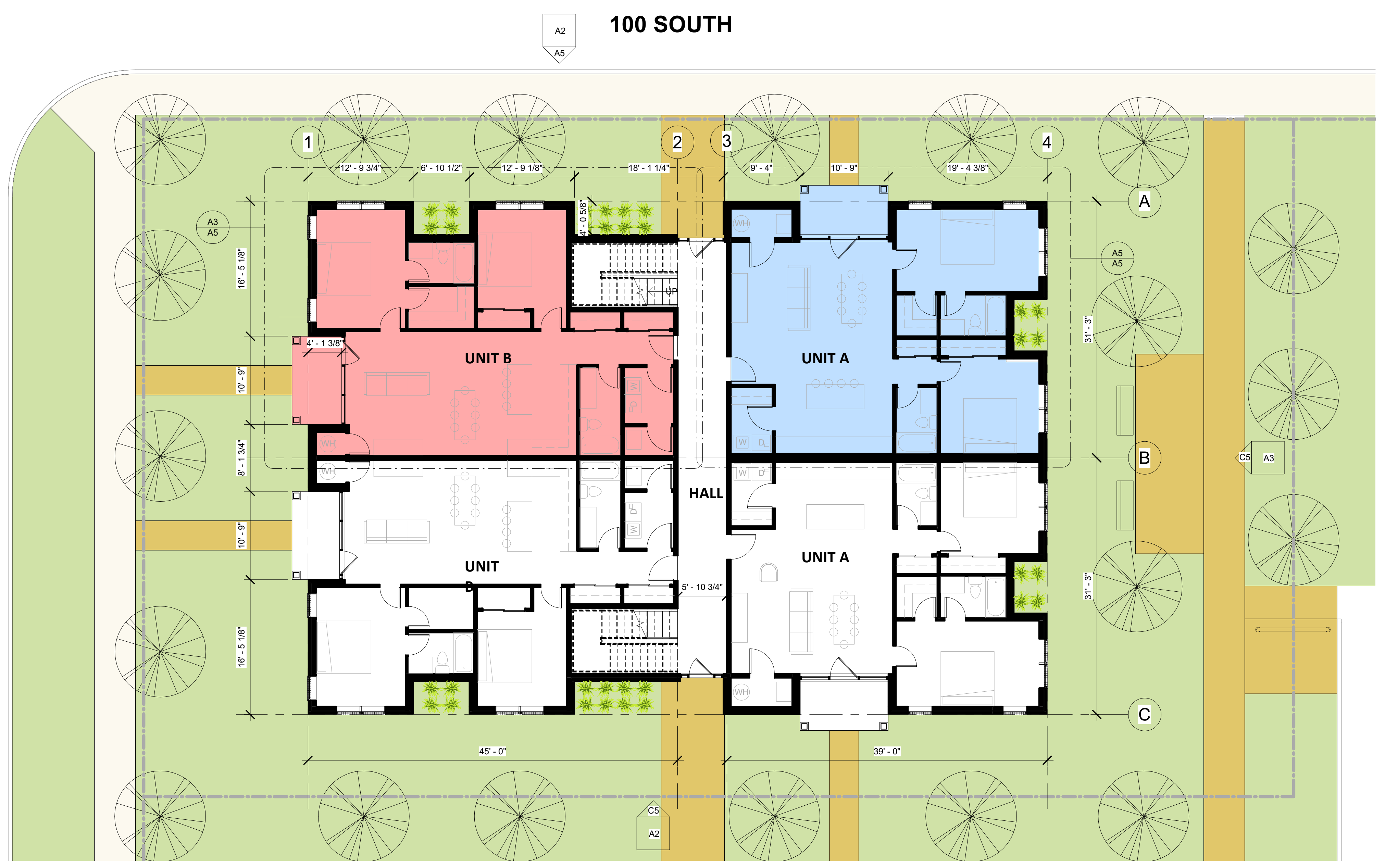
3

4

5

100 WEST

100 SOUTH



UNIT INFORMATION:

UNIT A (GROSS):	1,112 SF
QTY A:	6 UNITS
UNIT B (GROSS):	1,137 SF
QTY B:	6 UNITS
OVERALL FLOOR PLATE (GROSS):	4,953 SF
TOTAL BLDG SF (GROSS):	14,859 SF

P s R t O u C d E i S o S

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No.	Description	Date

ONE AND ONE FLOOR PLANS

Project Status	SITE PLAN REVIEW
Project Number	18_0021
Date	07.20.2018
Drawn by	DJY
Checked by	EGE

A1

Scale 1/8" = 1'-0"

TYPICAL FLOOR PLAN 1/8" = 1'-0"

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PARKING LOT ELEVATION C5
1/4" = 1'-0" A2



100 SOUTH ELEVATION A5
1/4" = 1'-0" A2

Process

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No.	Description	Date

**ONE AND ONE
EXTERIOR
ELEVATIONS**

Project Status	SITE PLAN REVIEW
Project Number	18_0021
Date	07.20.2018
Drawn by	DJY
Checked by	EGE

A2

Scale 1/4" = 1'-0"

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NOTE: ONLY PARAPET EXCEEDS 35' MAX. IT IS AN ARCHITECTURAL ELEMENT ONLY.



PEDESTRIAN WALKWAY ELEVATION C5
1/4" = 1'-0" A3

NOTE: ONLY PARAPET EXCEEDS 35' MAX. IT IS AN ARCHITECTURAL ELEMENT ONLY.



100 WEST ELEVATION A5
1/4" = 1'-0" A3

P s R o u c e i S o S

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No.	Description	Date

ONE AND ONE
EXTERIOR
ELEVATIONS

Project Status	SITE PLAN REVIEW
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Date	07.20.2018
Drawn by	DJY
Checked by	EGE

A3
Scale 1/4" = 1'-0"

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OVERVIEW (B3/A4)



VIEW FROM PARKING LOT (B5/A4)



100 SOUTH ENTRANCE (A3/A4)



VIEW FROM PARKING ENTRANCE (A5/A4)

P R O C E S S

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No.	Description	Date

ONE AND ONE EXTERIOR VIEWS

Project Status	SITE PLAN REVIEW
Project Number	18_0021
Date	07.20.2018
Drawn by	DJY
Checked by	EGE

A4

Scale

7/19/2018 11:50:37 AM

City Council Staff Report



Subject: Preliminary Site Plan for addition to Alpha Graphics
Author: Chad Wilkinson, City Planner
Address: 265 S. Main Street
Date: August 28, 2018

Description of Request:

The applicant, Spencer Anderson, representing Alpha Graphics, requests preliminary site plan approval for an addition to the existing Alpha Graphics use and accompanying property improvements. The property is located within the DN (Downtown) zone and will incorporate the existing Alpha Graphics site and the former Bountiful RV site. The application includes the construction/ remodel of approximately 24,000 square feet which includes a \pm 3,000 square foot future tenant space.

Background and Analysis:

The property is zoned DN (Downtown) and is surrounded by commercial development on the north, south, east, and west. To the northeast is the existing soccer field property owned by Bountiful City.

The proposed development is located on a 1.02 acre property consisting of two parcels. Prior to construction of the proposed addition, the parcels will need to be consolidated. Access to the project will be via two driveways on 300 South. The applicant will close the two existing approaches on Main Street. Based on the square footages shown on the plan, the proposal meets the parking standards of the Code. However, once the specific use of the tenant space has been identified the submittal of additional parking analysis may be required, in order to demonstrate compliance with the Code.

The proposed building meets the required setbacks and height standards for the DN Zone. The applicant proposes building materials consisting of a mix of fiber cement panels, metal panels and aluminum or metal trim. Color renderings of the buildings are attached to this report. The newly adopted standards of the Code require certain articulation of the building. While the Main Street frontage appears to meet the standard, the 300 South frontage does not appear to provide the required articulation at the 25 foot intervals required by Code. As a condition of approval, the planning commission required that the applicant shall demonstrate how these standards have been met.

The plan shows the minimum 10 percent of landscape area; however, a detailed landscape plan will need to be submitted meeting the minimum requirements of the landscape code. One revision that will be required is to provide a minimum 5 foot wide landscape area along the north east portion of the property where the paved area abuts the property line.

Storm water will be collected on site in an underground detention facility with excess flows conveyed to the existing storm drain system to the north in Main Street via new storm drain lines installed in the existing soccer field property. Water and sewer will be provided

from existing lines in 300 South and Main Street and will include the extension of an 8-inch water line and onsite fire hydrant. Plans have been reviewed by the City Engineer with redline changes required in order to meet City standards and obtain final approval.

Department Review

This proposal has been reviewed by the Engineering, Power, and Planning Departments and by the Fire Marshall.

Significant Impacts

The development is occurring in an area with urban levels of infrastructure already in place. Impacts from the development of this property have been anticipated in the design of the existing storm water, sewer, and water and transportation system.

Recommended Action

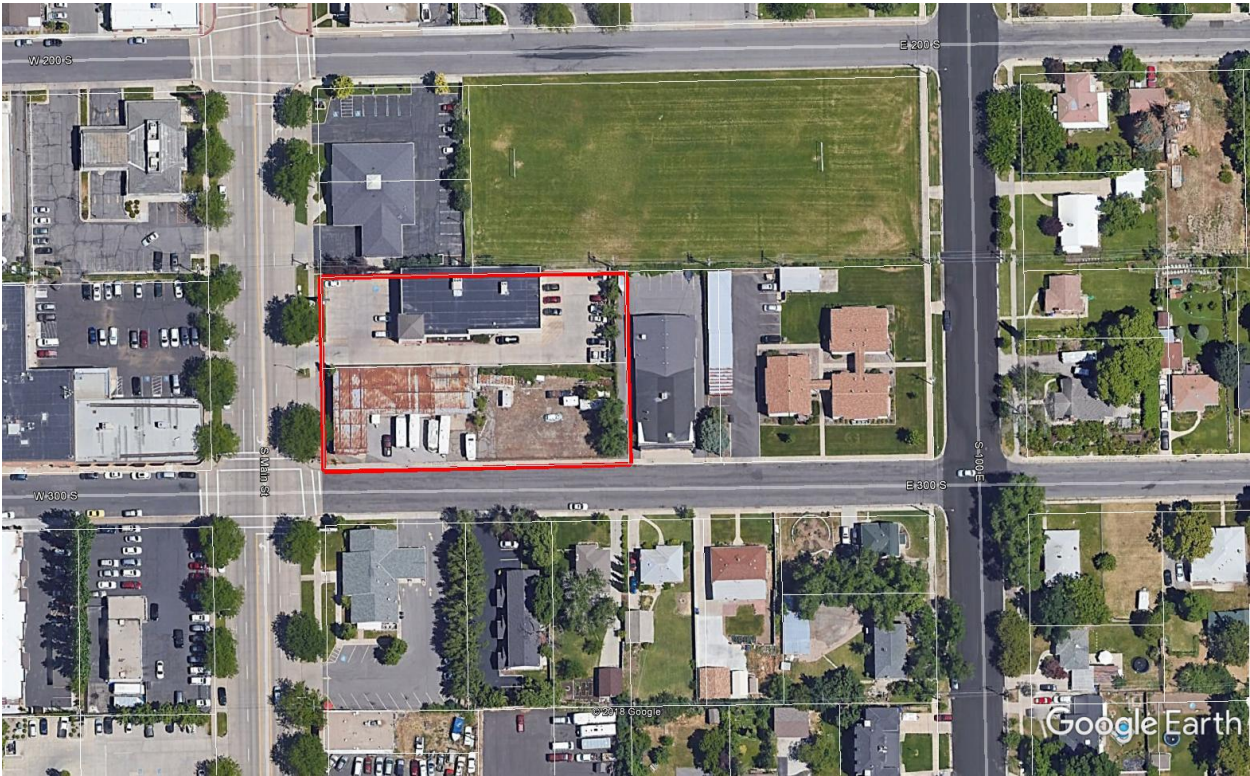
The Planning Commission reviewed the proposal at their August 14, 2018 meeting and recommends that the City Council approve the preliminary site plan for the proposed addition to the existing Alpha Graphics building subject to the following conditions:

1. Complete any and all redline corrections.
2. Prior to issuance of building permit, consolidate the two parcels.
3. Show a minimum 8 foot wide disabled person unloading aisle.
4. Submit a landscape plan prepared by a licensed landscape architect meeting the minimum requirements of Sections 14-16- 104 and 14-16-109. The plan shall also show a minimum 5 foot wide landscape area along the north east portion of the site where parking and drive areas are adjacent to the property line.
5. Demonstrate how the plan meets the standards of section 14-7-112 C. 7. related to required articulation along the building facades.
6. Enter into an agreement with Bountiful City to provide an easement in favor of the subject property owners for the use of the west 10 feet of the soccer field property for the proposed storm water outfall line.

Attachments

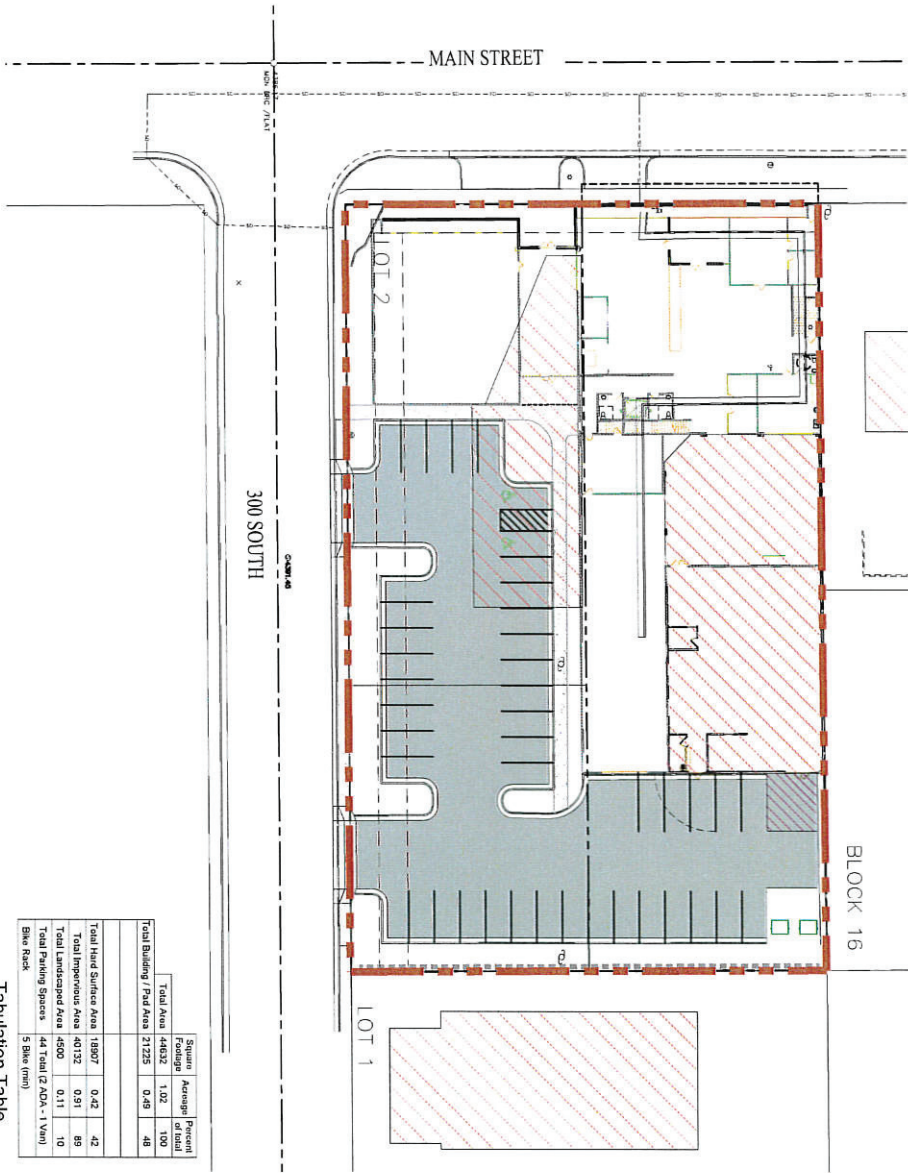
1. Aerial photo
2. Site and utility plans
3. Building elevations

Aerial Photo



ALPHAGRAPHICS REMODEL COMMERCIAL DEVELOPMENT

Bountiful, Utah



Total Area	Square Footage	Acres	Percent of Total
Total Area	48623	1.02	100
Total Building / Pad Area	21725	0.46	48
Total Hard Surface Area	18907	0.42	42
Total Impervious Area	40132	0.91	89
Total Landscaped Area	4500	0.11	10
Total Parking Spaces	144 Total (2 ADA - 1 Van)		
Bike Rack	5 Bikes (max)		

Tabulation Table

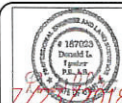


PROJECT DEVELOPER
AlphaGraphics Remodel
1776 N. State St. #110
Bountiful, UT 84005
(801) 795-2400

PROJECT ENGINEER & SURVEYOR
HEINON ENGINEERING & SURVEYING
1750 N. STATE ST. SUITE #110
BOUNTIFUL, UT 84005
(801) 795-2245

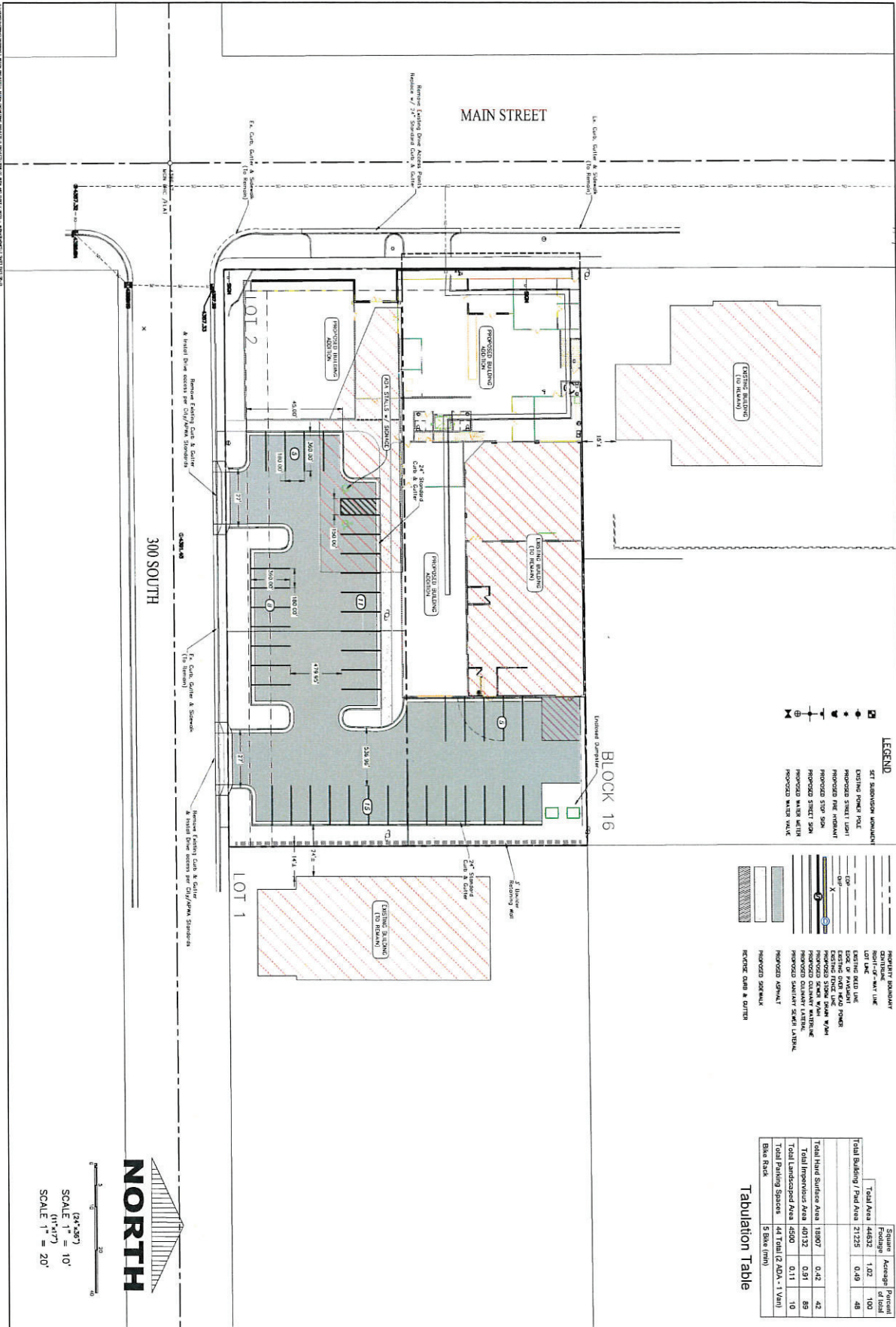
- INDEX OF PLAN SHEETS-**
- SHEET DESCRIPTION
 - CS-01 COVER SHEET
 - SP-01 SITE PLAN
 - UP-01 UTILITY PLAN
 - GR-01 GRADING PLAN
 - PP-01 OFFSITE SD PLAN & PROFILE
 - DT-01 - DT-02 TYPICAL DETAILS

**ALPHAGRAPHICS REMODEL
BOUNTIFUL, UTAH**
LOCATED IN SECTION 19, TOWNSHIP 2 NORTH
RANGE 1 EAST
PLAT 'A', BOUNTIFUL TOWNSITE SURVEY
SALT LAKE BASE AND MERIDIAN



region Engineering & Surveying
1776 N. State St. #110
Orem, UT 84057
P: 801.376.2245
regiondesignllc.com

DATE: 7/23/2018
PROJECT #:
REVISIONS:
DRAWN BY:
CHECKED BY:
COVER SHEET & NOTES
CS-01



LEGEND

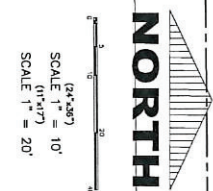
- SET SUBDIVISION BOUNDARY
- EXISTING POWER POLE
- PROPOSED STREET LIGHT
- PROPOSED FIRE HYDRANT
- PROPOSED STOP SIGN
- PROPOSED STREET SIGN
- PROPOSED WATER METER
- PROPOSED WATER VALVE

PROPERTY INDICATOR

- EXISTING BUILDING (TO REMAIN)
- PROPOSED BUILDING
- PROPOSED ADDITION
- PROPOSED REMOVAL
- REVERSE CURB & GUTTER

Tabulation Table

Category	Quantity	Average Percent of Total
Total Area	44832	1.02
Total Building / Paid Area	21225	0.48
Total Impervious Area	18007	0.42
Total Impervious Area	40132	0.91
Total Landscaped Area	4500	0.11
Total Parking Spaces	141 Total (2 ADA - 1 Van)	1.0
Bike Rack	5 Bike Rack	

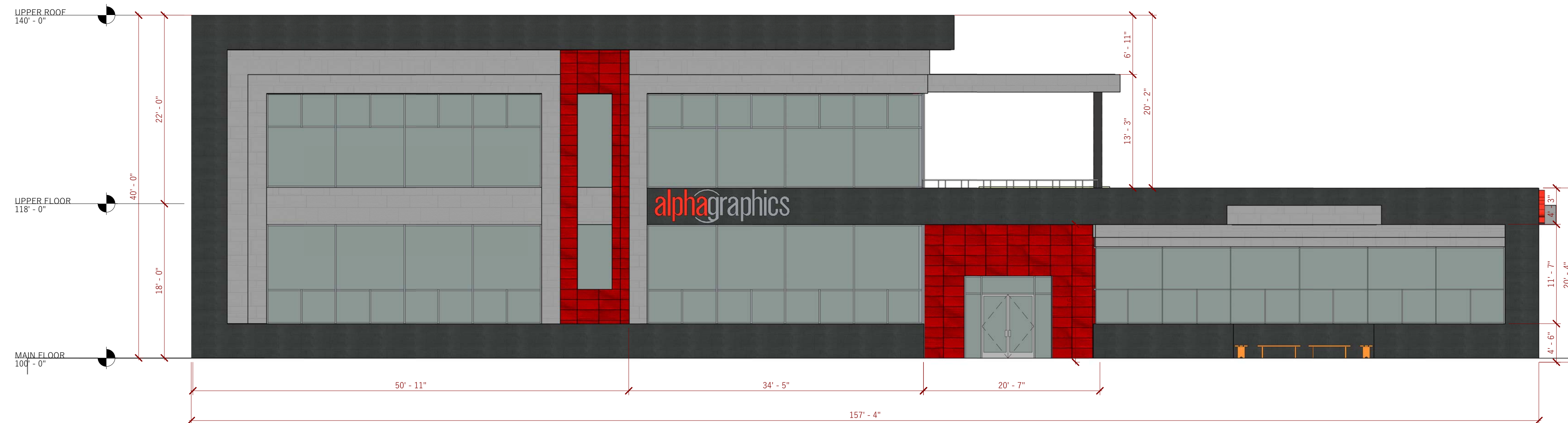


DATE: 7.23.2018
PROJECT #
REVISIONS
SHEET NO. SP-01
SHEET TITLE: SITE UTILITY PLAN

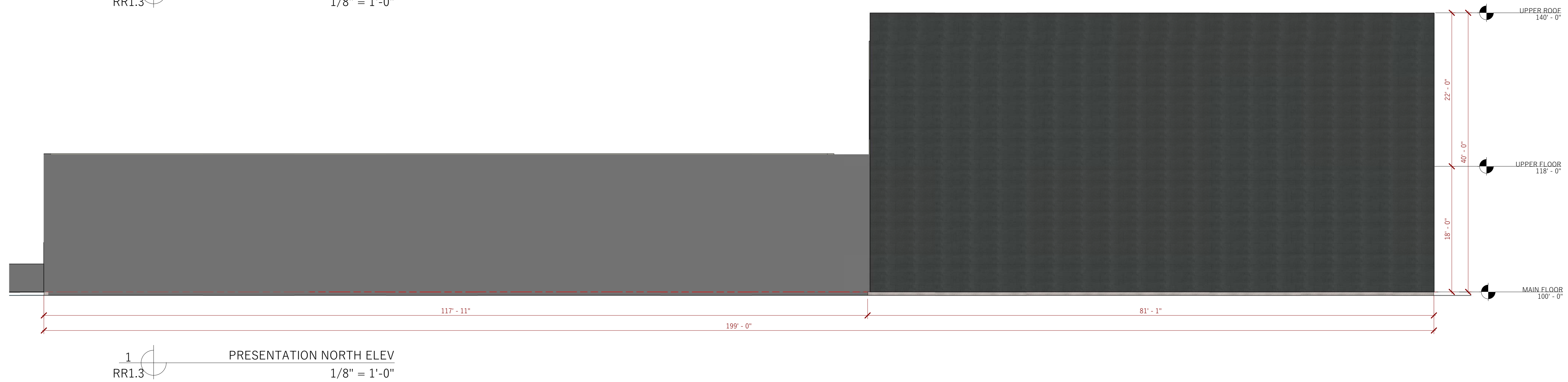
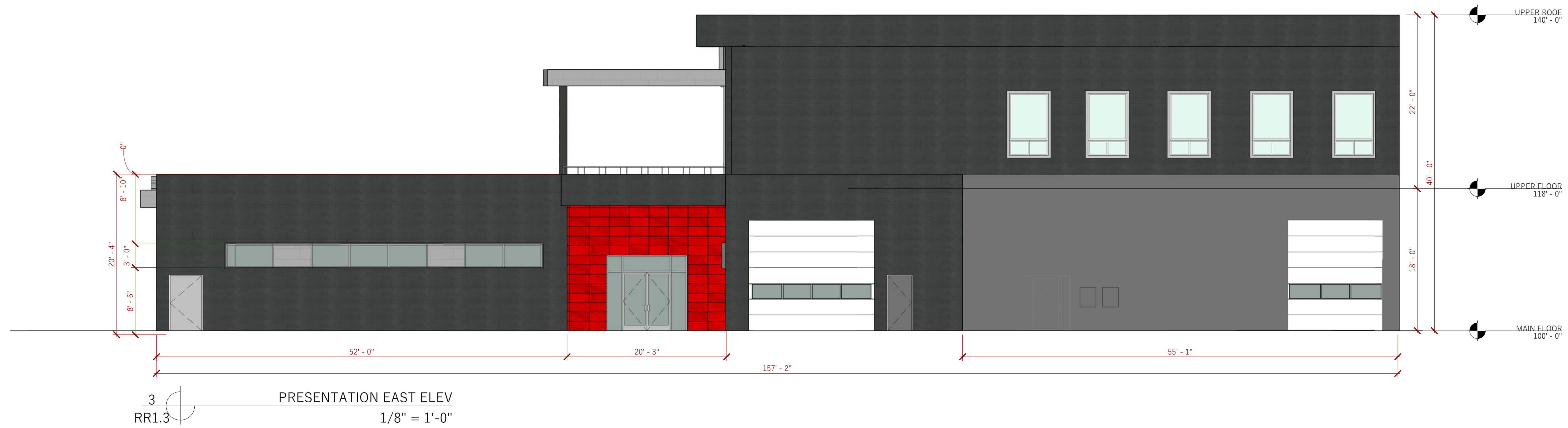
ALPHAGRAPHS REMODEL BOUNTIFUL, UTAH
LOCATED IN SECTION 19, TOWNSHIP 2 NORTH, RANGE 3 EAST, PLAT 'A', BOUNTIFUL TOWNSITE SURVEY SALT LAKE BASE AND MERIDIAN

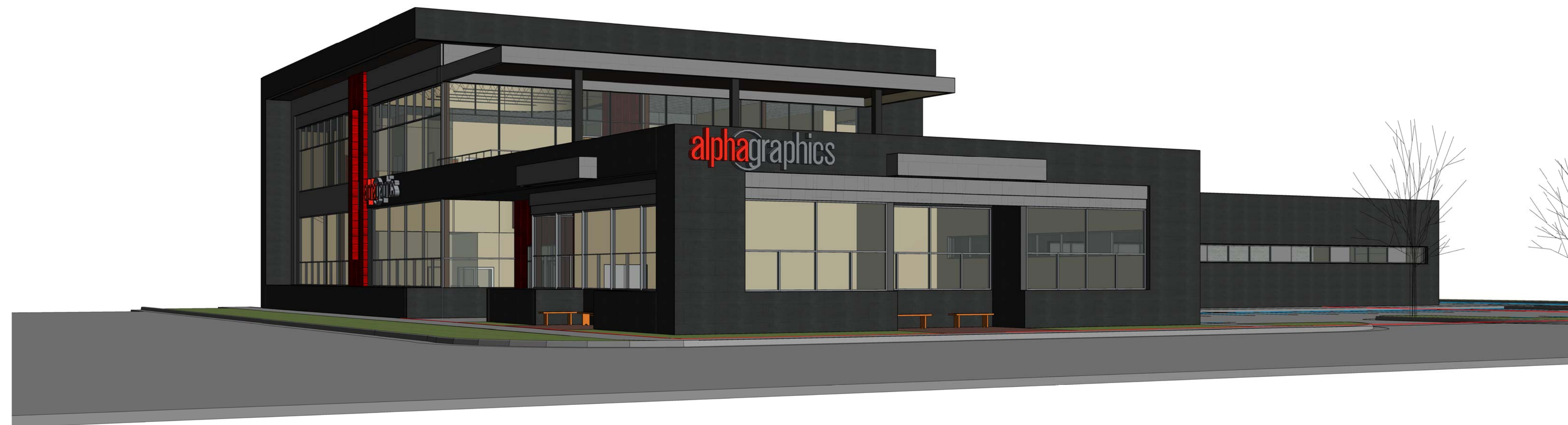


region Engineering & Surveying
1776 N. State St. #110
Orem, UT 84057
P: 801.376.2245
regionesurvey.com



2
RR1.2 PRESENTATION WEST ELEV
1/8" = 1'-0"





1  TI SPACE ISO



2  REAR TI SPACE VIEW

ALPHA GRAPHICS
REMODEL
BOUNTIFUL, UT

TI ELEVATION

RR1.6

City Council Staff Report



Subject: Ordinance Amending Section 14-7-103
to add private schools as an allowed use in the DN Zone.

Applicant: Liberty Hills Academy

Author: Chad Wilkinson, Planning Director

Date: August 28, 2018

Background and Analysis

At its August 7, 2018 meeting the City Council approved a proposed text amendment to add Private Schools to the list of allowed uses in the Downtown (DN) zone. The attached ordinance will make that change official. Staff is recommending that private schools be a conditional use in the zone for two reasons: 1) Private schools are a conditional use in all other zones where they are allowed; and 2) Schools potentially have impacts on adjoining properties that justify a public hearing and adoption of mitigating conditions.

Staff has discussed this with the applicant and they have no objections and have applied for and been approved by the Administrative Committee for a conditional use permit contingent on the adoption of this ordinance. Because the Council held a public hearing on the item at their last meeting, no additional hearing is required at this time.

Department Review

This item has been reviewed by the City Planner and City Manager.

Significant Impacts

Impacts were discussed in the previous public hearing.

Recommendation

Staff recommends that the Council adopt Ordinance 2018-08 amending the DN Zone to allow Private Schools as a conditional use.

Attachments

1. Ordinance 2018-08

G:\PLAN\Planning Commission\ORDINANCE\2018\Private Schools in Downtown Zone 2018\CC Staff Report Private Schools in Downtown Ordinance adoption 8-28-18.docx



BOUNTIFUL

Bountiful City Ordinance No. 2018-08

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

An ordinance amending Section 14-7-103 of the Bountiful City Code allowing private schools in the Downtown DN Zone.

It is the finding of the Bountiful City Council that:

1. The Bountiful City Council is empowered to adopt and amend general laws and land use ordinances pursuant to Utah State law (§10-9a-101 et seq.) and under corresponding sections of the Bountiful City Code; and
2. The proposed changes to the DN zoning regulations are consistent with the General Plan; and
3. The Planning Commission held a public hearing on July 17, 2018, and forwarded the proposed amendment to the City Council with a recommendation of denial; and
4. The Bountiful City Council held a public hearing on this proposed amendment to the DN zoning regulations on August 7, 2018 and approved the proposal to allow for private schools in the DN zone.
5. The Council found that adoption of the proposed amendment the DN zoning regulations is in the best interests of the health, safety and welfare of the City.

Be it ordained by the City Council of Bountiful, Utah:

SECTION 1. Section 14-7-103 of the Bountiful City Land Use Ordinance (Title 14 of the Bountiful City Code) is hereby amended as follows:

14-7-103 PERMITTED, CONDITIONAL, AND PROHIBITED USES

The following principal uses and structures, and no others, are allowed either as a permitted use (P) or by Conditional Use Permit (C) in the Downtown zone. Some uses may be expressly prohibited (N) in this zone. Any use not listed herein is also expressly prohibited. Properties fronting on 100 West or 100 East shall be limited to the residential uses allowed in the (DN) zone.

Table 14-7-103

<u>Use</u>	<u>DN</u>
Assisted Living Center	C

<u>Use</u>	<u>DN</u>
Bail Bonds	N
Banks, Credit Unions	P
Bar, Tavern, Drinking Establishment	N
Bottling, Canning, Food Production	C
Building/Construction Materials and Supplies w/ outside storage	N
Building/Construction Materials and Supplies w/o outside storage	C
Check Cashing, Title Loans	N
Construction Services w/ outside storage	N
Construction Services w/o outside storage	C
Convenience Stores	C
Dry Cleaner, Laundry Service	P
Fast Food Restaurant w/ drive-thru window	N
Fast Food Restaurant w/ pick-up	C
Fast Food Restaurant w/o drive-thru	P
Feed Lots, Animal Rendering, Animal Raising	N
Fire Arm/Shooting Range – Indoor	N
Fire Arm/Shooting Range – Outdoor	N
Food Preparation, Bakery	C
Funeral Parlor, Cemeteries, and Crematory Services	C
Gasoline Sales	N
General retail w/ outside storage	N
General retail w/o outside storage	P
Grocery Store	P
Hotels (Interior rooms)	P
Industrial Manufacturing	N
Kennels, Animal Boarding	N
Laundromat (Self-operated)	P
Mail Order/Online Distribution office w/ onsite storage	C
Medical/Dental Laboratory	N
Medical/Dental Office	P
Millwork, Cabinetry	P
Motels (Drive-up/exterior rooms)	N
Motorized Recreation	N
Multi-Family Residential – Stand alone, with frontage on Main Street	N
Multi-Family Residential – Stand alone without frontage on Main Street	C
Multi-Family Residential w/ Commercial Use on ground floor	C
Municipal Facility	P

<u>Use</u>	<u>DN</u>
Non-motorized Recreation, Pool, Gymnasium – Public or Private	P
Pawnshop, Secondhand Merchandise	N
Personal Services	P
<u>Private Schools</u>	<u>C</u>
Professional Services	P
Public/Private Assembly	C
Restaurant	P
Security Services	C
Self Storage Units or Warehouse w/o Office	N
Sexually Oriented Business, Escort Service	N
Single Family Dwelling,	P
Single Family Dwelling- property fronting on Main Street	N
Two Family Dwelling – New	C
Small engine/appliance repair	C
Tailor, Seamstress, Shoe repair	P
Tattoo Parlor	N
Tutoring, Dance, Preschool, Daycare	P
Vehicle Part Sales	N
Vehicle Repair	N
Vehicle Sales	N
Vehicle Salvage/Wrecking	N
Vehicle Service and Wash	N
Vehicle Storage – Indoor	C
Warehouse w/ office	N
Welding, Autobody, Machine Shop, Fiberglass, Painting	N

SECTION 4. This ordinance shall take effect immediately upon first publication.

Adopted by the City Council of Bountiful, Utah, this 28th day of August, 2018.

Randy C. Lewis, Mayor

ATTEST:

Shawna Andrus, City Recorder

Council Staff Report

Subject: Preliminary and Final Subdivision Approval for the Nathan's Subdivision
Address: 306 West 400 North
Author: City Engineer, City Planner
Department: Engineering, Planning
Date: August 28, 2018



Background

Mr. Nathan Polatis is requesting preliminary and final approval of the Nathan's Subdivision. This three lot subdivision proposes to combine and then split the existing residential properties at 292 West and 306 West 400 North Street. The properties are currently occupied by a two single family homes with a couple of sheds and a detached garage. All of the structures are proposed to remain on their respective lots while the combined rear yards will be divided off to create the new third lot.

Analysis

The two lots combine to form a 0.73 acre parcel which will be divided into three lots , each with enough area to meet the minimum lot size requirement for the R-4 zone, in which they are located. Lot 1, a corner lot, was the subject of a variance granted by the Planning Commission on July 17, 2018 to allow for a frontage along 400 No. St. less than the required 80 ft. The lot was turned into a corner lot and reduced in size when 325 West Street was extended to 400 North in the late '70s or early '80s. Lot 1 has the zone required frontage along 325 West and contains 8,806 s.f., which exceeds the minimum lot size of 8,800 s.f. for a corner lot. The other two lots both exceed the minimum required size and frontage requirements for the zone.

All utilities are already serving the two lots along 400 North Street but the new lot will require a full set of utilities. Since no sewer exists in 325 West, a sewer lateral will need to be extended under the Barton Creek culvert to meet the sewer main in the intersection of 600 N and 325 West.

There is a existing 10" culinary water line in 325 West which will be used to provide the culinary water service to a new house on lot 3, however there is no fire hydrant with in the code minimum distance from the property, so a new fire hydrant will be required across 325 West from the new lot. The Developer will be required to bond for and install the new sewer lateral and pay the City to have the hydrant installed before any building permit will be approved for this lot. The power, phone, and cable lines are all overhead in the area and already serve the existing lots. A new Public Utility Easement will be required on the final plat to cover the overhead power lines that cross the property near the new south boundary of lot 3

Because the concrete channel containing Barton Creek occupies the north 15 ft. of this property, a new easement to cover the actual channel and additional ground along the channel for access is required. The final plat will need to show a 30 ft. wide easement along the north side of lot 3 to cover the needs of Barton Creek and the Davis County Flood Control.

Because all of lot 3 is in the currently mapped 100 year flood plain, a Flood Plain Development Permit will be required from Bountiful City, along with an elevation certificate showing that there are no openings into any home built on lot 3 which are below the 100 year flood elevation.

All of the necessary surface improvements (C&G, sidewalk, etc.) are already in place, and the improvements along 400 North have recently been replaced. Any damaged street improvements along the lot 3 frontage will be required to be repaired with the construction of the sewer lateral.

Department Review

The proposed preliminary and final plats have been reviewed by the Engineering Department and Planning Department and the Planning Commission.

Recommendation

The Planning Commission sends an affirmative recommendation for preliminary and final approval of the Nathan's Subdivision with the following conditions:

1. Provide a current title report.
2. Make all necessary red line corrections.
3. Post a bond for and install the sewer lateral in 325 West St. to serve lot 3.
4. Provide an elevation certificate for any home proposed on lot 3.
5. Pay all fees, including the new fire hydrant and the Storm Water Impact Fee.
6. Obtain approval from Davis County Flood Control for the creek easement.

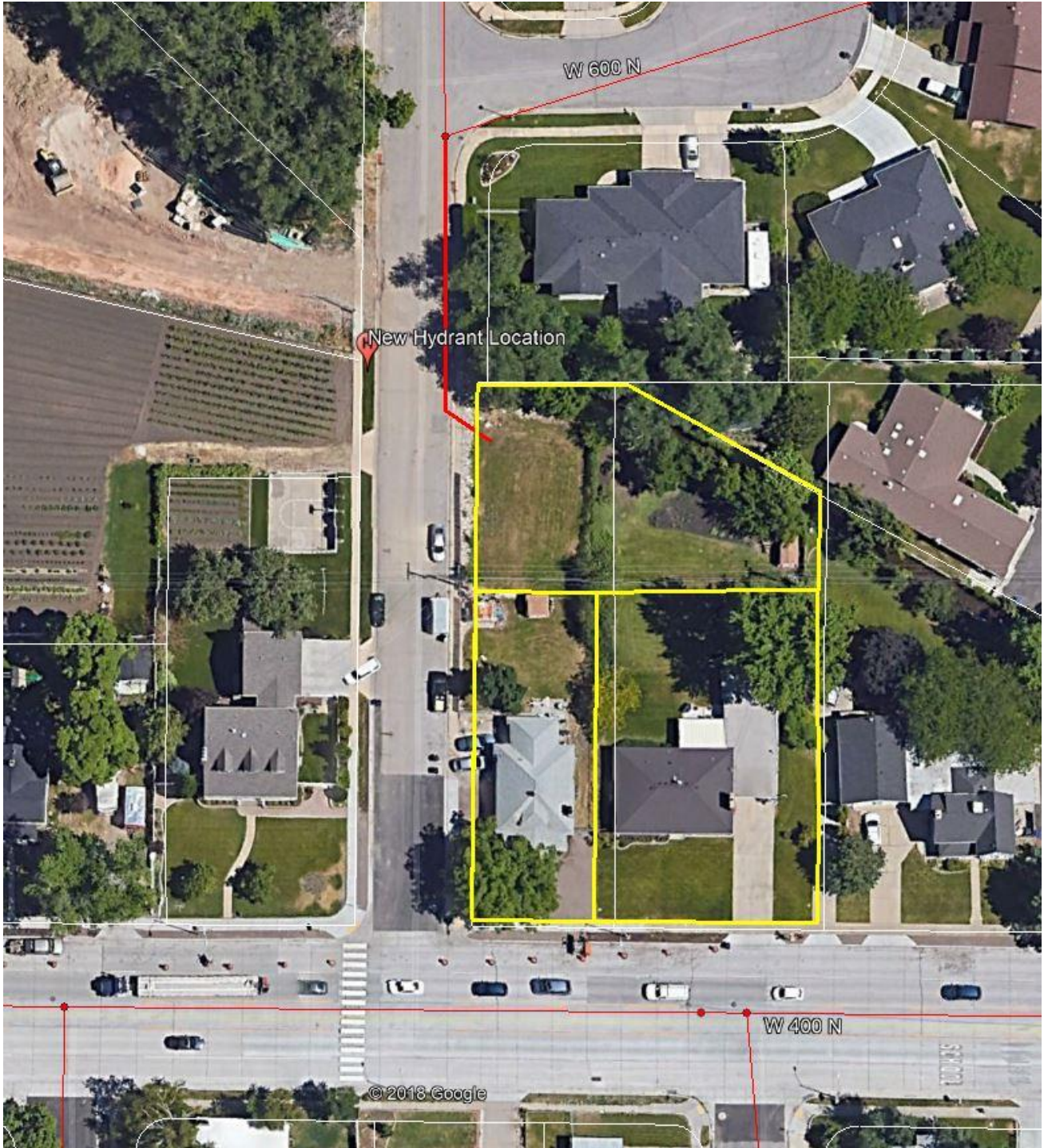
Significant Impacts

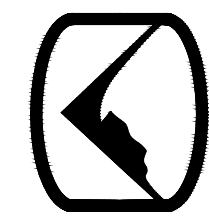
None

Attachments

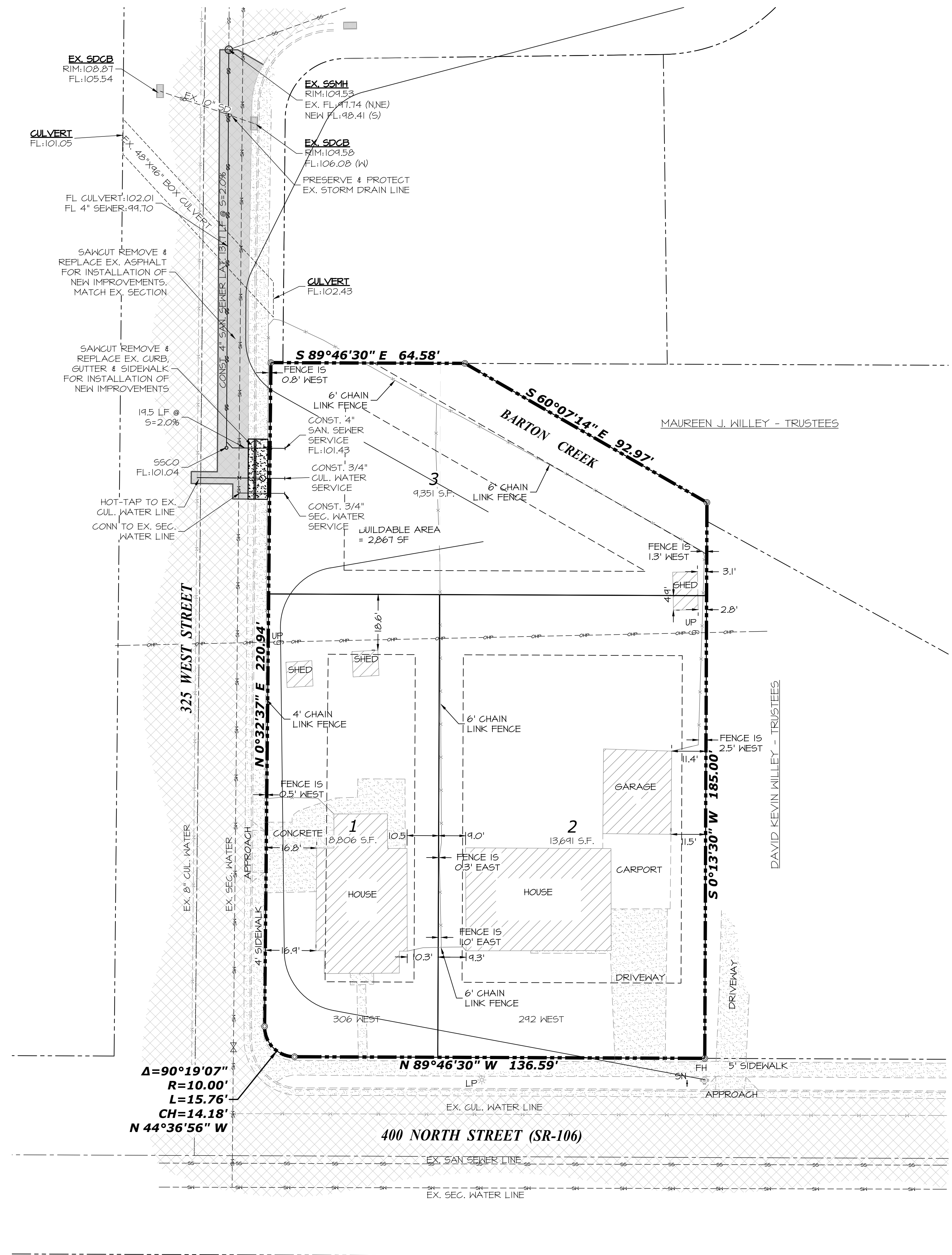
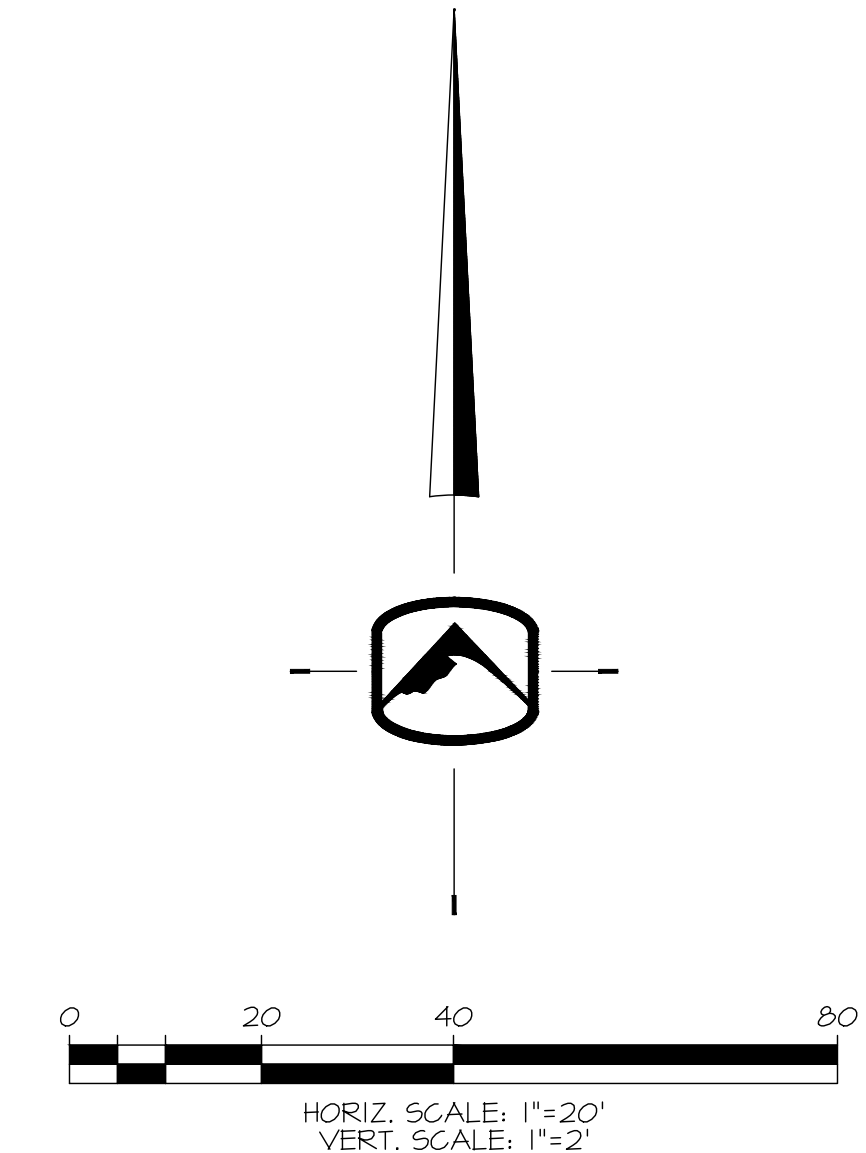
1. Lovely Color Aerial photo showing the existing condition and proposed plats location;
2. A copy of the preliminary plat and final plat.

Aerial Photo of the Proposed Nathan's Subdivision





REVISIONS:



NOTES:

1- PER TITLE COMMITMENT ORDER NUMBER 6-078446 FOR PROPERTY LOCATED AT 292 WEST 400 NORTH, AND TITLE COMMITMENT ORDER NUMBER 6-078120 FOR PROPERTY LOCATED AT 306 WEST 400 NORTH, IN BOUNTIFUL UTAH, ISSUED BY THE OFFICE OF BACKMAN TITLE SERVICES, LTD., NO SPECIFIC EASEMENTS ARE DESCRIBED OR DEFINED FOR THE AFOREMENTIONED PROPERTIES. HOWEVER, THERE EXISTS AN OVERHEAD POWER/UTILITY LINE CROSSING THE NORTHERLY PORTION OF SUBJECT PARCELS.

2- LOT 3 IS SERVICEABLE BY FIRE HYDRANTS LOCATED AT APPROX. 285 WEST 400 NORTH, AND 300 WEST 600 NORTH. ALL CORNERS OF THE NEW STRUCTURE SHOULD BE WITHIN 350 FEET OF EITHER HYDRANT.

DEVELOPER:
NATHAN POLATIS
REAL ESTATES SOLUTIONS
(208) 844-0148
NATHANPOLATIS@GMAIL.COM

PRELIMINARY

NATHAN'S SUBDIVISION

PART OF THE NORTHWEST QUARTER OF SECTION 19, TOWNSHIP 2 NORTH,
RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, BOUNTIFUL CITY,
DAVIS COUNTY, UTAH

SURVEYOR'S CERTIFICATE

I, **JASON T. FELT** DO HEREBY CERTIFY THAT I AM A LICENSED PROFESSIONAL LAND SURVEYOR, AND THAT I HOLD CERTIFICATE NO. **9239283** IN ACCORDANCE WITH TITLE 58 CHAPTER 22, PROFESSIONAL ENGINEERS AND PROFESSIONAL LAND SURVEYORS LICENSING ACT IN THE STATE OF UTAH, AND DO HEREBY CERTIFY THAT IN ACCORDANCE WITH SECTION 17-23-17, AND BY AUTHORITY OF THE OWNERS, I HAVE MADE A SURVEY OF THE TRACT OF LAND SHOWN ON THIS PLAT AND DESCRIBED BELOW, BASED ON APPLICABLE DATA COMPILED FROM OFFICIAL RECORDS, AND HAVE SUBDIVIDED SAID TRACT OF LAND INTO LOTS, STREETS, AND EASEMENTS, HEREAFTER TO BE KNOWN AS:

NATHAN'S SUBDIVISION

AND THAT THE SAME HAS BEEN CORRECTLY SURVEYED AND STAKED ON THE GROUND AS SHOWN ON THIS PLAT. I FURTHER CERTIFY THAT ALL LOTS MEET FRONTAGE WIDTH AND AREA REQUIREMENTS OF THE APPLICABLE ZONING ORDINANCES.

BOUNDARY DESCRIPTION

A PART OF LOT 1, BLOCK 8, NORTH MILL CREEK PLAT, BOUNTIFUL TOWNSITE SURVEY, BEING A PART OF THE NORTHWEST QUARTER OF SECTION 19, TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, BOUNTIFUL CITY, DAVIS COUNTY UTAH

BEGINNING AT A POINT ON THE NORTH LINE OF 400 NORTH STREET, BEING 419.20 FEET NORTH 89°46'30" WEST ALONG SAID NORTH LINE FROM THE SOUTHEAST CORNER OF SAID LOT 1, BLOCK 8, NORTH MILL CREEK PLAT, THENCE NORTH 89°46'30" WEST 146.65 FEET ALONG SAID NORTH LINE OF 400 NORTH STREET TO THE EAST LINE OF 325 WEST STREET; THENCE NORTH 0°32'37" EAST 231.00 FEET ALONG SAID EAST LINE TO THE SOUTH LINE OF MEADOWBROOK ACRES PLAT "B", AS RECORDED WITH THE DAVIS COUNTY RECORDER, THENCE SOUTH 89°46'30" EAST 64.58 FEET ALONG SAID SOUTH LINE; THENCE SOUTH 60°07'14" EAST 42.91 FEET; THENCE SOUTH 0°19'30" WEST 185.00 FEET TO THE POINT OF BEGINNING.

CONTAINS: 31,869 SQ.FT.

NARRATIVE

THIS SURVEY WAS REQUESTED BY **NATHAN POLATIS AND RAFAEL CHAVEZ, JR.** FOR THE PURPOSE OF REESTABLISHING THE BOUNDARIES OF THE HERON DESCRIBED PARCEL OF LAND PRIOR TO SUBDIVIDING.

AN EXTENSIVE SEARCH WAS MADE FOR EXISTING MONUMENTATION TO USE AS CONTROL FOR THIS SURVEY IN 400 NORTH STREET, 325 WEST STREET, AND 200 WEST STREET AS DEPICTED IN SEVERAL SURVEYS AND RECORDED PLATS. A SEARCH WAS ALSO MADE FOR PROPERTY CORNER MARKERS SET AS PART OF EARLIER SURVEYS, AND ONLY A NAIL AT THE INTERSECTION OF 200 WEST STREET AND 100 NORTH STREET; A REBAR WITHOUT CAP LOCATED AT THE NORTH END OF THE SHARED LINE BETWEEN LOTS 1 AND 2, WHICH I BELIEVE WAS SET BY BALLING ENGINEERING AS PART OF THEIR 1944 SURVEY FOR MAX WHEELER; AND A NAIL FOUND IN THE SIDEWALK APPROXIMATELY 130 EAST OF THE SUBJECT PROPERTIES. THIS REBAR AND NAIL WERE USED TO ESTABLISH CONTROL FOR THIS SURVEY. ROTATION FOR THE SURVEY WAS ESTABLISHED BY MEASURING AND AVERAGING THE BEARINGS OF THE CONCRETE IMPROVEMENTS ALONG THE NORTH LINE OF 400 NORTH STREET WERE FOUND.

A LINE BEARING SOUTH 44°44'52" EAST 136.59 FEET BETWEEN THE SURVEYED REBAR AND THE NAIL IN SIDEWALK WAS USED AS THE BASIS OF BEARINGS FOR THIS SURVEY AS INDICATED HEREON.

PROPERTY CORNERS ARE SET AS INDICATED HEREON.

OWNER'S DEDICATION

WE, THE UNDERSIGNED OWNERS OF THE ABOVE-DESCRIBED LAND, HAVING CAUSED THE SAME TO BE SUBDIVIDED INTO LOTS AND STREETS TO BE KNOWN AS CITY CENTER SUBDIVISION, DO HEREBY DEDICATE FOR THE PERPETUAL USE OF THE PUBLIC ALL PARCELS OF LAND SHOWN ON THIS PLAT AS INTENDED FOR PUBLIC USE, AND DO WARRANT TO THE CITY THAT THE SAME ARE FREE OF ALL ENCUMBRANCES THAT COULD INTERFERE WITH THEIR USE AS HEREIN DEDICATED.

SIGNED THIS ____ DAY OF _____ 2018.

ACKNOWLEDGMENT

STATE OF UTAH } ss
COUNTY OF _____

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS ____ DAY OF _____, 2018 BY _____

RESIDING AT: _____ NOTARY PUBLIC (PRINT NAME)

COMMISSION NUMBER: _____

MY COMMISSION EXPIRES: _____ NOTARY PUBLIC SIGNATURE

NATHAN'S SUBDIVISION

A PART OF THE NORTHWEST QUARTER OF SECTION 19,
TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE
AND MERIDIAN, BOUNTIFUL CITY, DAVIS COUNTY RECORDER

ENTRY NO. _____ FEE
PAID _____ FILED FOR RECORD AND
RECORDED _____, 2018 AT
_____ IN BOOK _____ OF
OFFICIAL RECORDS PAGE _____,
RECORDED FOR _____
CITY.

DAVIS COUNTY RECORDER
BY: _____
DEPUTY

STREET MONUMENT
(FOUND NAIL)

1000 N. ST.

EAST 1693.81' MEAS.

Z 18°21'24" E 1885.01' MEAS.
Z 18°20'28" E 1883.65' REC.)

S 89°46'30" E 64.58'

BARTON CREEK

MAUREEN J. WILLEY - TRUSTEES

FOUND REBAR

9,351 S.F.

S 60°07'14" E 92.97'

325 WEST STREET

NORTH 2431.04' MEAS.

N 0°32'37" E 220.94'

1

18,806 S.F.

2

13,691 S.F.

DAVID KEVIN WILLEY - TRUSTEES

300 WEST STREET

SOUTHEAST CORNER
OF LOT 1, BLOCK 8,
NORTH MILL CREEK
PLAT, BOUNTIFUL
TOWNSITE SURVEY

POINT OF BEGINNING

FOUND NAIL

STREET MONUMENT
(NOT FOUND)

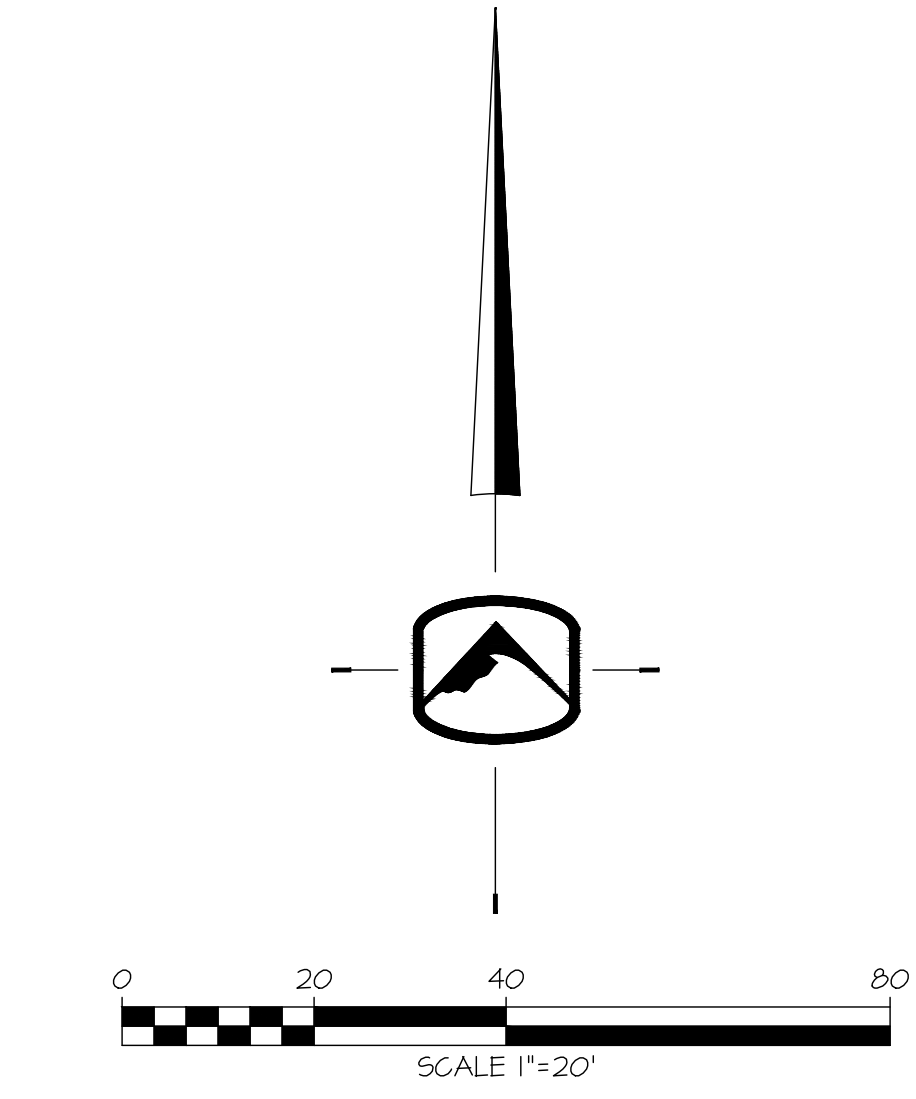
400 NORTH STREET (SR-106)

$\Delta = 90^\circ 19' 07''$
 $R = 10.00'$
 $L = 15.76'$
 $CH = 14.18'$
 $N 44^\circ 36' 56'' W$

(AVERAGE BEARING OF EX. IMPROVEMENTS ALONG 400 NORTH STREET = N 89°46'30" W)

N 89°46'30" W 136.59'

N 89°46'30" W 1835.89' (REC.)



LEGEND

- BOUNDARY LINE
- LOT LINE
- SECTION LINE
- EASEMENT LINE
- ADJACENT PROPERTY
- BUILDING SETBACK
- CENTERLINE
- FENCE LINE
- ⊕ STREET MONUMENT
- ◆ SECTION CORNER
- ⊙ FOUND REBAR OR NAIL
- ⊙ PROPERTY / LOT CORNER FOUND OR TO BE SET WITH 5/8" REBAR & CAP OR NAIL & WASHER STAMPED "SILVERPEAK ENG"

SOUTH DAVIS SEWER DISTRICT

APPROVED BY SOUTH DAVIS SEWER DISTRICT
THIS ____ DAY OF _____ 2018.

SOUTH DAVIS SEWER DISTRICT

BOUNTIFUL CITY WATER

APPROVED BY BOUNTIFUL CITY WATER
THIS ____ DAY OF _____ 2018.

BOUNTIFUL CITY WATER



177 E. ANTELOPE DR. STE. B
LAYTON, UT 84041
PHONE: (801) 499-5054
FAX: (801) 499-5065

BOUNTIFUL POWER

APPROVED BY BOUNTIFUL POWER THIS ____
DAY OF _____ 2018.

BOUNTIFUL POWER

PLANNING COMMISSION

I HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH THE
MINIMUM REQUIREMENT OF THE SUBDIVISION ORDINANCE
OF BOUNTIFUL CITY, AND CONFORMS WITH THE APPROVE
PRELIMINARY PLAT, AS REVIEWED AND APPROVED BY
THE BOUNTIFUL CITY PLANNING COMMISSION. SIGNED THIS
____ DAY OF _____, 2018.

DIRECTOR, PLANNING DIVISION

CITY ENGINEER'S APPROVAL

I HEREBY CERTIFY THAT THIS PLAT COMPLIES
WITH THE MINIMUM CONDITIONS OF THE BOUNTIFUL
CITY ORDINANCES THIS OFFICE IS REQUIRED TO
REVIEW AND APPROVE.
SIGNED THIS ____ DAY OF _____ 2018.

BOUNTIFUL CITY ENGINEER

CITY ATTORNEY'S APPROVAL

APPROVED BY THE BOUNTIFUL CITY
ATTORNEY'S OFFICE THIS ____ DAY OF
_____ 2018.

CITY ATTORNEY

BOUNTIFUL CITY APPROVAL

THIS PLAT AND ANY DEDICATIONS HEREIN
APPROVED AND ACCEPTED BY THE MAYOR OF
BOUNTIFUL CITY THIS ____ DAY OF _____
2018.

ATTEST: _____
MAYOR
CITY RECORDER

PRELIMINARY

City Council Staff Report



Subject: Easement Release Request at 3055 S. 600 West, Roger Beattie
Author: Paul Rowland
Department: Engineering
Date: August 28, 2018

Background

Mr. Roger Beattie requesting the partial release of an easement running through the middle of 3055 S. 600 West St. All of the interested utilities have reviewed this request and agree that it is acceptable.

Analysis

This property recently had a lot line adjustment approved by the Administrative Committee which resulted in a Public Utility Easement running through the middle of the reconfigured lot. Currently there is a power line running across the property in the easement but the owner would like to build a home which would encroach on the current configuration. As a result, the Power Department is planning to move the line, and the owner has already recorded an additional easement to cover the planned new power line location so that a 5 ft. wide portion of the original easement can be released. The Power Department has approved the new easement location and they have approved the release of the 5 ft. of the easement requested. All of the other utility companies that signed the subdivision plat have reviewed the request and all have signed off on the release. A 15 ft. wide easement will remain, which is plenty to cover the relocated power line.

Department Review

This has been reviewed by the Engineering Department.

Significant Impacts

None

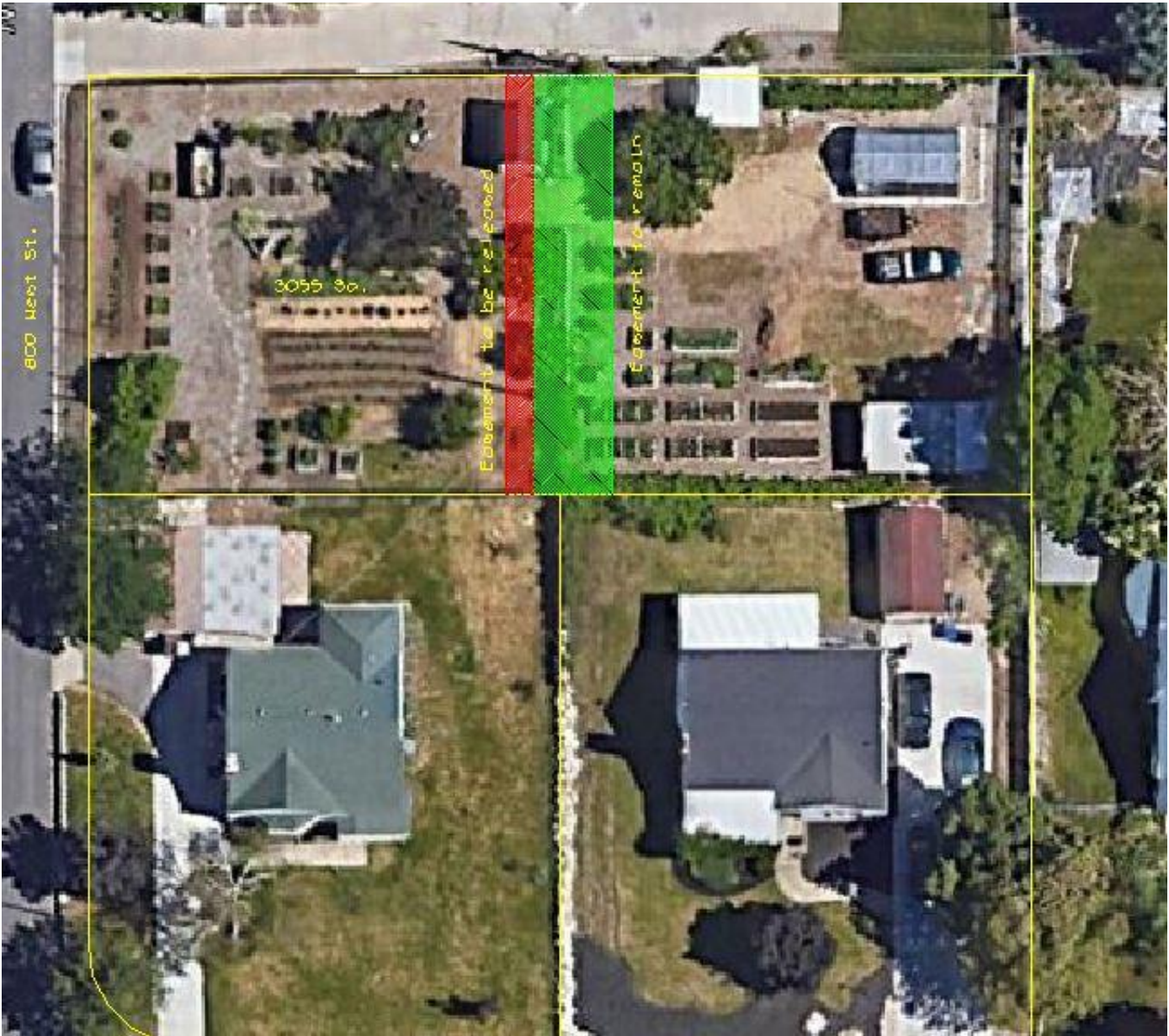
Recommendation

I recommend that the City Council approve this Easement Release and authorize the Mayor to sign the release document.

Attachments

A Lovely Color Aerial Photo showing the location of the proposed release
Copy of the Release of Easement document signed by the City Engineer

Easement Release for
3055 S. 600 West



RELEASE OF EASEMENT

BOUNTIFUL, a municipal corporation, does hereby release a utility easement over, and under and across the following described property:

Beginning at a point South 89°44'15" West 5.00 feet along the South Lot Line from the Southeast Corner of Lot 2, Beattie Subdivision, located in the Northeast Quarter of Section 1, Township 1 North, Range 1 West, Salt Lake Base and Meridian, Davis County, Utah and running thence 89°44'15" West 5.00 feet; thence North 0°04'00" East 80.00 feet to the North Line of said Lot 2; thence North 89°44'15" East 5.00 feet along said line; thence South 0°04'00" West 80.00 feet to the point of beginning.

UTILITY COMPANY APPROVAL

Bountiful City Engineer [Signature] Date 8-23-18
Bountiful Power [Signature] Date 8-6-18
Bountiful Subcon. District [Signature] Date 8-3-18
Dominion Gas attached Date N/A
Centurylink ATTACHED Date N/A
Bountiful Water N/A Date N/A
South Davis Sewer [Signature] Date 8-6-18
Comcast attached Date

Dated this _____ day of _____, _____.

Mayor _____

Attest: _____
City Recorder

STATE OF UTAH)
County of Davis)

On the _____ day of _____, _____ personally appeared before me, _____, Major and _____, City Recorder of Bountiful, who each being by me duly sworn did say that the above instrument was signed in behalf of Bountiful, Municipal Corporation, by authority of the City Council and they did each acknowledge to me that they executed the same.

Notary Public

Seal

Council Staff Report

Subject: Selection of a Design Team for the Bountiful City Hall Remodel
Address: 790 South 100 East
Author: City Engineer
Department: Engineering
Date: August 28, 2018



Background

With the design of the downtown plaza progressing, it is time to turn attention to the remodel project for the current City Hall. The plan is to do a full remodel of the existing facilities based on the needs analysis study conducted in 2014. In anticipation of the design work that will be needed to perform the remodel, a Request For Proposals for architectural services was advertised and proposals submitted on August 15, 2018. Proposals have been evaluated and the selection committee is prepared to make a recommendation.

Analysis

In July we issued a formal RFP outlining our chosen method of selecting an architectural team for this project. It involved two steps; first the submittal and review of written proposals from which two candidates were to be chosen to interview in greater depth, and second; the actual interviews. The Selection Committee members were Lloyd Cheney, Chad Wilkinson, Gary Hill, Todd Christensen, Alan West and Paul Rowland. Fee proposals were submitted in separate sealed envelopes and were not to be considered until after the interviews and the initial selection of a team to recommend to the entire Council.

A mandatory preproposal meeting was held on August 6 at which time the interested architects had an opportunity to review the project, ask questions and tour the building. Proposals were received from five local (northern Utah) firms and were evaluated by the committee. In the meeting to narrow the field for interviews the committee realized that one firm’s proposal stood above the rest to the point that there was no real good reason to conduct interviews, as it was felt that no information would be gained that would change the standings.

The number one selection for the committee is JRCA Architects. JRCA recently completed the remodel of the Power Department headquarters building. The selection committee felt strongly that project alone was a good reason to select JRCA, not to mention their extensive experience with similar projects.

After the decision was made, the JRCA fee proposal was reviewed and found to be in line with local normal and customary fees for similar professional services. The proposed fees are as follows:

City Hall Architectural & Engineering	\$330,000*
FF&E Design Fee	\$16,000

*(6% based on the anticipated construction portion of an overall project budget of \$6.5M)

Department Review

This has been reviewed by the City Engineer and City Manager.

Recommendation

The selection committee unanimously recommends that the City Council approve the selection of JRCA Architects as the designers of the Bountiful City Hall Remodel.

Significant Impacts

This selection will have the lasting impact on the makeup and future use of the city hall facilities.

Attachments

Four pages of the written proposal showing the Project Team Organization and Qualifications.



38
years of experience

34
years with firm

45%
time commitment

JIM CHILD, AIA, LEED AP

JRCA ARCHITECTS | *Principal-in-Charge/Project Architect*

REGISTRATIONS

- Licensed Architect in Utah #120681-0301, Arizona, California, Colorado, New Mexico, Nevada, Washington, Wyoming # c-1188

EDUCATION

- Master of Science, Architecture, University of Utah
- Bachelor of Science, Finance, University of Utah

RELEVANT EXPERIENCE

- Bountiful City Power & Light Administration | Bountiful, Utah
- Midvale City Municipal Center | Midvale, Utah
- Vernal City Municipal Center | Vernal, Utah
- Springville City Hall | Springville, Utah
- Highland City Hall and Justice Center | Highland, Utah
- South Ogden City Hall, Police, & Fire | South Ogden, Utah
- Midvale City Hall and Justice Court Renovation
- Clearfield City Hall and Justice Center
- Holladay Municipal Center City Hall, Police, Justice Court



20
years of experience

20
years with firm

45%
time commitment

SCOTT HOLMES, AAIA

JRCA ARCHITECTS | *PROJECT MANAGER*

ORGANIZATIONS

- Member, American Institute of Architects
- Member, U.S. Green Building Council

EDUCATION

- Associates of Architecture, Salt Lake Community College

RELEVANT EXPERIENCE

- Bountiful City Light & Power Administration | Bountiful, Utah
- Vernal City Municipal Center | Vernal, Utah
- Springville City Civic Center | Springville, Utah
- Nibley Municipal Center | Nibley, Utah
- Bluffdale Municipal Center | Bluffdale, Utah
- South Ogden City Hall, Police & Fire | South Ogden, Utah
- Orem City Hall Renovation | Orem, Utah
- Iron County Administration Offices and Justice Court Remodel
- North Park Public Safety Building | North Logan, Utah
- Midvale City Municipal Center | Midvale, Utah
- Bluffdale City Hall and Courts | Bluffdale, Utah



34
years of experience

21
years with firm

25%
time commitment

GORDAN CLARK, AIA

JRCA ARCHITECTS | QUALITY CONTROL

REGISTRATIONS

- Licensed Architect Utah, California, Idaho UT License #131138-0301

EDUCATION

- Master in Architecture, University of Illinois, Urbana Champaign
- Bachelor of Science, Accounting, University of Utah

RELEVANT EXPERIENCE (PARTIAL LIST)

- Springville City Civic Center | Springville, Utah
- Highland City Municipal & Justice Center | Highland, Utah
- West Jordan City Justice Center | West Jordan, Utah
- Springville City Library | Springville, Utah
- Herriman Public Services Building | Herriman, Utah
- Sandy City Police Headquarters Expansion & Renovation | Sandy, Utah



16
years of experience

7
years with firm

35%
time commitment

ANNETTE COLEMAN, IIDA

JRCA ARCHITECTS | INTERIOR DESIGNER

ORGANIZATIONS

- IIDA Oregon and Utah, IDC Oregon

EDUCATION

- Bachelor of Science, Interior Design, Utah State University

RELEVANT EXPERIENCE (PARTIAL LIST)

- Bountiful City Light & Power Administration | Bountiful, Utah
- Grantsville Justice Center | Grantsville, Utah
- Pleasant Grove Justice Center | Pleasant Grove, Utah
- Bluffdale City Hall | Bluffdale, Utah
- Midvale Municipal Center | Midvale, Utah
- Nibley City Hall and Justice Courts | Nibley, Utah
- Riverton City Public Works Facility | Riverton, Utah
- State of Oregon DCBS | Salem, Oregon*
- Midvale City Master Planning | Midvale, Utah

*project experience with previous firm

JIM CHILD, AIA, LEED AP

Principal-in-Charge/Project Architect | JRCA Architect
As the Principal-in-Charge, Jim has demonstrated technical, managerial, and design skills working interactively with corporate and government clients on numerous successful projects. He brings extensive experience and understanding to every project, which allows the firm to time-and-time again design and implement effective work environments and public facilities. Jim has been instrumental in design and in coordination of complex projects involving multi-dependent systems and varied diverse user groups.

SCOTT HOLMES, AAIA

Project Manager | JRCA Architect
Serving as Project Manager, Scott will work closely with the entire team to coordinate design efforts and drawings. He is skilled at guiding and coordinating collaborative teams on both new construction, and remodel efforts. He continues to bring focus and dedication to each assignment. Scott brings extensive experience in a variety of facilities ranging from judicial and law enforcement, to commercial and healthcare. He will manage the engineering team, and will be the day-to-day contact for Bountiful City.

ANNETTE COLEMAN, IIDA

Interior Designer | JRCA Architect
Annette, as the interior designer, has extensive experience designing for the municipal environments. She continues to provide an experienced and fresh perspective to each project she undertakes. Annette focuses on the functional intent of each space and how to enhance the experience through variations in material, texture, color and other means. Her ability to coordinate and guide the clients team through selection of finishes and furnishings is why she has successfully enhanced government facilities throughout the state.

GORDON CLARK, AIA

Quality Control/Assurance | JRCA Architect
As quality control/assurance, Gordon has an eye for detail and the experience in government facilities that makes him an asset on this project. Gordon is a very thorough manager and designer. His ability to maintain clear and concise communication with the client creates confidence. Gordon has an strong ability to orchestrate all disciplines to create and deliver exceptional quality in architecture.



RICH REEDER, PE, LEED AP BD+C

Mechanical Engineer | VBFA

Rich Reeder has 35 years' of experience in mechanical engineering. He has been responsible for the design of a wide variety of new and renovated buildings. Rich has extensive knowledge with the design of multi-purpose facilities including police, emergency operations, courts, prisons, jails, and office building facilities. In addition to this experience, Rich is the firm's Project Engineer in charge of heating, ventilating, air conditioning, ammonia refrigeration, geothermal/ground-source, pure water and plumbing systems for libraries, school facilities, hospitals, clinics, recreation/sporting arenas and commercial buildings.

DON BARKER, SE

Structural Engineer of Record | BHB

Don Barker brings almost four decades of responsive, well-coordinated and creative structural engineering experience to the Lehi City Police Building. Don has been the structural engineer of record on numerous public safety projects, including the Tooele Police Station, Saratoga Springs Police Station and Courts, and the Farmington Police Station. Don will work closely with the design team to ensure project needs and goals are understood and met. Don will oversee structural design and production of contract bid documents, coordinate drawings, provide engineering review, and value engineering services.

RYAN VANVOAST, PE

Electrical Engineer | VBFA

Ryan Van Voast brings more than 13 years of electrical engineering experience to the City of Bountiful for the City Hall remodel project. Ryan has provided electrical design and engineering services for a variety of project types including emergency operation centers, municipal, justice, multi-purpose, office buildings, healthcare, K-12/higher education, outdoor/indoor sports and recreation, manufacturing, airport and data center facilities.

Ryan Van Voast is skilled in designing an array of electrical systems including electrical power systems, emergency power, interior and exterior lighting, structured cabling, audio/video, security, CCTV, fire alarms, lighting control equipment, occupancy lighting control and equipment, voice data (LAN) distribution systems, and alternative energy - PV.

JAMES VERHAAL, CTS-D

A/V Engineer | VBFA

James began his career in 2005 with BNA Consulting preparing drawings with AutoCAD and later Revit. In 2010, his AV knowledge expanded with manufacturer training and getting CTS certification from InfoComm. James continues to learn about new techniques and technology to provide better solutions. He enjoys making each project unique and discovering more efficient and effective ways to solve problems.



City Council Staff Report

Subject: Small Cell Wireless Telecommunication Facilities
Author: Clinton Drake, City Attorney
Department: Legal
Date: August 28, 2018



Background

The wireless phone and data industry continues to see increasing demands from their customer base for better more comprehensive cell phone and data coverage. The State of Utah and its municipalities continue to experience record population growth and demand for cell phone and data services. As a result, the wireless industry has created small cell wireless telecommunication facilities to meet the needs of a growing population and growing demand for better wireless services. In response, the Utah Legislature recently passed legislation mandating the use of public rights-of-way for the use of small cell wireless telecommunication facilities. This legislation requires municipalities to allow wireless providers access to the public rights-of-way for the placement, construction, installation and maintenance of these facilities and grants municipalities authority to enact reasonable ordinances, rules, regulations and orders to regulate such facilities in the public rights-of-way.

Analysis

The Utah Code 54-21-101 et seq. provides the basic framework for small cell wireless facilities in the right of way. The Code becomes effective September 1, 2018. The Code allows for Cities to adopt ordinances, rules, regulations and orders that govern small cell wireless facilities within the Bountiful rights-of-way. It is important for Bountiful City to adopt its own ordinance to address the unique needs of our City. If an ordinance is not adopted, the default is the State Code framework. In addition to the ordinance, it is important to require a master license agreement as part of the application and permit process. The master license agreement will govern important subjects such maintenance, insurance, repairs and so forth.

Department Review

This report has been prepared by the City Attorney and reviewed by the City Manager.

Significant Impacts

Adoption of the proposed ordinance will allow for better regulation of this new technology. Much is unknown about how this will impact municipalities across the State as very few of these facilities have been installed throughout the State. Applications will impact the Planning and Engineering Departments as they prepare and manage the application, review and permitting processes. Application fees will be implemented to help address the costs of these processes. There will be an impact on the aesthetic of the rights-of-way within the Bountiful City as certain poles may have facilities collocated on them and new

poles may be installed with the rights-of-way. There will be no facilities on any structure used for the distribution of power. The City will also receive annual lease payments of up to \$250 per pole for the use of poles and rights-of-way.

Recommendation

Approve Ordinance 2018-09 regulating the placement, construction, installation, and maintenance of wireless telecommunication facilities in the public right-of-way.

Attachments

Ordinance 2018-09 – Small Cell Wireless Telecommunication Facilities (DRAFT)



BOUNTIFUL

Bountiful City Ordinance No. 2018-09

MAYOR
Randy Lewis
CITY COUNCIL
Richard Higginson
Beth Holbrook
Kendalyn Harris
John Marc Knight
Chris Simonsen
CITY MANAGER
Gary R. Hill

AN ORDINANCE ENACTING TITLE 11, CHAPTER 4 OF THE BOUNTIFUL MUNICIPAL CODE REGULATING THE PLACEMENT, CONSTRUCTION, INSTALLATION, AND MAINTENANCE OF WIRELESS TELECOMMUNICATION FACILITIES IN THE RIGHT-OF-WAY.

WHEREAS, Bountiful City (the “City”) has enacted ordinances governing regulation of the public right-of-way (the “right-of-way”); and

WHEREAS, the Utah Legislature recently passed legislation mandating the use of public rights-of-way for small cell wireless telecommunication facilities;

WHEREAS, the Utah Code provides that municipalities can make or require reasonable and necessary ordinances, orders, rules, regulations, agreements and policies that govern the placement, construction, installation, and maintenance of small cell wireless facilities; and

WHEREAS, The City Council finds it reasonable and necessary, in order to accomplish its goals, to enact various ordinances, orders, rules, regulations and policies and to require a master license agreement with wireless providers that: (a) fairly and reasonably compensates the City on a competitively neutral and nondiscriminatory basis; (b) encourages competition by establishing terms and conditions under which providers may use valuable public property to serve the public; (c) fully protects the public interests and the City from any harm that may flow from such commercial use of its rights-of-way; (d) protects the police powers and proprietary authority of the City with respect to its rights-of-way, in a manner consistent with Federal and State law; (e) otherwise protects the public interests in the development and use of the City infrastructure; and (f) protects the public’s investment in improvements in the public rights-of-way.

WHEREAS, the City Council finds it is in the best interest of the City and the general health, safety and welfare of the public that this Ordinance should be passed;

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE BOUNTIFUL CITY COUNCIL AS FOLLOWS:

Section 1. Ordinance Enactment. Section 11-4-101 et seq. of the Bountiful City Code is hereby enacted as follows:

Chapter 4: Wireless Facilities in the Public Right of Way

11-4-101 Scope and Purpose.

This Chapter 4 of Title 11 of the Bountiful City Code applies to Small Wireless Facilities in the City's public right-of-way. The purpose of this Chapter is to regulate the installation, construction, operation, co-location, modification and removal of Small Wireless Facilities in the City's public right-of-way, balancing the benefit of wireless services with other established goals, objectives and values of the City while promoting and protecting the public health, safety and welfare of the citizenry and the general public.

11-4-102 Authority.

In accordance with Federal and State law, the City may exercise zoning, land use, planning, placement and permitting authority with respect to wireless support structures and utility poles. To the fullest extent allowed under Federal and State law, rules and regulations, the City reserves the right to regulate zoning, land use, planning, placement and permitting related to wireless communication facilities.

11-4-103 Applicability.

All references to Small Wireless Facilities in this Chapter shall refer only to Small Wireless Facilities in the Right-of-Way. No person shall install, construct, modify, or otherwise place any Small Wireless Facility within the public right-of-way in violation of the provisions of this Chapter. The definitions used in this Chapter apply only to this Chapter.

11-4-104 Definitions.

Antenna – Communications equipment that transmits or receives an electromagnetic radio frequency signal used in the provision of a wireless service.

Applicant – A wireless provider who submits an application.

Application – A request submitted by a wireless provider to the City for a permit to collocate a Small Wireless Facility in the right-of-way or install, modify, or replace a Utility Pole or Wireless Support Structure.

Authority Pole – A Utility Pole owned, managed, or operated by, or on behalf of, the City.

City – Bountiful City Corporation.

Collocate – To install, mount, maintain, modify, operate, or replace a small wireless facility on a Wireless Support Structure or Utility Pole, or, ground-mounted equipment, adjacent to a Wireless Support Structure or Utility Pole.

Decorative pole – An Authority Pole:

- (a) that is specially designed and placed for an aesthetic purpose; and
- (b) allows for the attachment of:
 - (A) a Small Wireless Facility;
 - (B) a specialty designed informational or directional sign; or
 - (C) a temporary holiday or special event attachment; or

Design District – An area that is zoned or otherwise designated by the City as an area of historic or other significance for which the City maintains and enforces unique design.

Fee – A one-time, nonrecurring charge.

Gross Revenue – Means the same as gross receipts from telecommunications services as defined in Utah Code Ann. § 10-1-402.

Historic District – A group of buildings, properties, or sites that are

- (a) listed in the National Register of Historic Places;
- (b) formally determined eligible for listing in the National Register of Historic Places by the Keeper of the National Register; or
- (c) in an historic district or area created under Utah Code Ann. § 10-9a-503.

Micro wireless facility – A type of Small Wireless Facility that, not including any antenna, is no larger in dimension than 24 inches in length, 15 inches in width, and 12 inches in height on which any exterior antenna is no longer than 11 inches and only provides Wi-Fi service.

Permit – Written authorization required by the City and issued under this Chapter for construction, excavation or other work in, or obstruction of, the public right-of-way allowing a wireless provider to perform an action or initiate, continue, or complete a project, subject to the terms of this Chapter and a Master License Agreement.

Right-of-Way – Includes the areas on, below or above all public highways, roadways, streets, roads, sidewalks, alleys, waterways, dedicated rights-of-way, owned by or dedicated for public use or dedicated to the City or other public entity, or property similar to the aforementioned property.

For purposes of this section, all public rights of way, pathways, walkways and sidewalks, public streets, public roads, public highways, public alleys, and public drainageways including the surface, subsurface and above surface space, now or hereafter existing as such within the city. Right-of-way does not include utility easements not within public ways of the City and Federal interstate highways or fixed guideways as defined in Utah Code Section 59-12-102.

Small Wireless Facility(ies) – A wireless facility on which each wireless provider’s antenna could fit within an enclosure of no more than six cubic feet in volume, and for which all wireless equipment associated with the wireless facility, whether ground-mounted or pole-mounted, is cumulatively no more than 28 cubic feet in volume, not including any electric meter, concealment element, telecommunications demarcation box, grounding equipment, power transfer switch, cut-off switch, vertical cable run for the connection of power or other service, wireless provider antenna, or coaxial or fiber-optic cable that is immediately adjacent to or directly associated with a particular collocation, unless the cable is a wireline backhaul facility. If more than one small wireless facility is collocated on a structure, the facilities together shall collectively not exceed the total size dimensions described herein.

Substantial Modification –

- (a) A proposed modification or replacement to an existing Wireless Support Structure that will substantially change the physical dimensions of the wireless support structure under the substantial change standard established in 47 C.F.R. Sec. 1.40001(7); or
- (b) A proposed modification in excess of the site dimensions specified in 47 C.F.R. Part 1, Appendix C, Sec. III.B.

Utility Pole – For purposes of this section, a pole or similar structure that is in a public way and is or may be used for: wireline communications, electric distribution, lighting, traffic control, signage, or the collocation of a small wireless facility. Utility pole does not include a wireless support structure, a structure that supports electric transmission lines, or electric power poles owned by the City or by an interlocal entity.

Wireless Facility – Equipment at a fixed location that enables wireless communication between user equipment and a communications network, including:

- (a) equipment associated with wireless communications; and
- (b) regardless of the technological configuration, a radio transceiver, an antenna, a coaxial or fiber-optic cable, a regular or backup power supply, or comparable equipment.
- (c) “Wireless Facility” does not include the structure or an improvement on, under, or within which the equipment is collocated; or a coaxial or fiber-optic cable that is: (i) between wireless structures or utility poles; (ii) not immediately adjacent to or directly associated with a particular antenna; or (iii) a wireline backhaul facility.

Wireless Provider – A wireless infrastructure provider or wireless service provider.

Wireless Service – Any service using licensed or unlicensed spectrum, whether at a fixed location or mobile, provided to the public using a wireless facility. “Wireless Service” includes the use of Wi-Fi.

Wireless Support Structure – An existing or proposed structure that is:

- (a) in the right-of-way; and
- (b) designed to support or capable of supporting a wireless facility, including a monopole, tower, either guyed or self-supporting, billboard or building.
- (c) “Wireless Support Structure” does not include: a structure designed solely for the collocation of a small wireless facility, utility pole, municipality owned structure that supports electric lines used for the provision of municipality electric service, or structure owned by energy services interlocal entity that uses electric lines that are used for the provision of electrical service.

11-4-105 Orders, Rules and Regulations.

In addition to the requirements set forth in this Chapter, the City may adopt orders, rules and regulations which are reasonably necessary to accomplish the purposes of and are consistent with this Chapter.

11-4-106 Master License Agreement Required

- (a) A wireless provider may not install, repair, maintain, remove and replace wireless facilities in the right-of-way without first entering into a master license agreement with the City.
- (b) The City is empowered and authorized to grant nonexclusive master license agreements on a nondiscriminatory basis, governing the installation, operation, use and maintenance of wireless facilities in the city’s rights of way in accordance with the provisions of this Chapter.
- (c) The City may negotiate additional or different terms with the different wireless providers, in the exercise of City’s reasonable discretion and pursuant to the City’s police powers and proprietary rights in the rights of way.
- (d) The City shall grant a master license agreement to a wireless provider pursuant to ordinance authorizing the negotiation and execution of a master license agreement. Acceptance of the master license shall occur by the wireless provider executing the authorized master license agreement within 30 days of recordation of the authorizing ordinance. Any amendment or extension thereof will also require city council approval.
- (e) The term of a master license agreement may be renewed if the wireless provider is in compliance with the master license agreement and all applicable laws, rules, and regulations, including this chapter. At the expiration of the term of the master license agreement, the wireless provider shall remove its wireless facilities from the public way unless otherwise agreed to by City.
- (f) If a wireless provider has telecommunications systems that may be used for multiple purposes, such as a wireline backhaul facility or video services system, then such provider shall obtain a franchise or other relevant agreement from city for each permitted purpose.

- (g) Before offering or providing any wireless services pursuant to the master license agreement, a wireless provider shall obtain all other regulatory approvals, permits, authorizations or licenses for the offering or providing of such services from the appropriate Federal, State, and local authorities, if required, and shall submit to the City evidence of the same.
- (h) The grant of a master license agreement does not excuse the wireless provider from obtaining (i) any permit or other authorization required to engage in or carry on any business within the City as required by the laws, rules, and regulations of the City, (ii) any other permit, agreement or authorization required in connection with the use of property or facilities owned by third parties, or (iii) any other permit or authorization required in connection with excavating or performing other work in or along the public way.
- (i) Any wireless provider acting without a master license agreement on the effective date of the ordinance codified in this chapter ordinance shall request issuance of a master license agreement from the city within 90 days of the effective date of this Ordinance. If such request is made, the wireless provider may continue to provide services during the course of negotiations. If a timely request is not made, or if a master license agreement is not granted, the wireless provider shall remove its equipment from the public way within 30 days of notice from the City.
- (j) A master license agreement shall not convey title, equitable or legal, in the right-of-way. A master license agreement is the right to non-exclusively occupy the right-of-way for the limited purposes and time period stated in the agreement.
- (k) A master license agreement granted pursuant to this Chapter shall contain appropriate provisions for enforcement, compensation, and protection of the public, consistent with the other provisions of this Chapter, including, but not limited to, defining events of default, procedures for accessing the bond/security fund, and rights of termination or revocation.
- (l) In the event a wireless provider continues to operate all or any of its wireless facilities after the terms of the master license has expired, such wireless provider shall continue to comply with all applicable provisions of this chapter and the master license agreement, including, without limitation, all compensation provisions; provider, that any such continued operations shall in no way be construed as a renewal or other extension of the master license agreement, nor as a limitation on the remedies available to the city as a result of such continued operation after the term, including, but not limited to, damages and restitution.

11-4-107 Use by Right-of-Way for Small Wireless Facilities and Utility Poles

- (a) Subject to the provisions of this Chapter, a Wireless Provider may:
 - (1) Collocate a Small Wireless Facility;
 - (2) Install, operate, modify, maintain or replace:

(a) a Utility Pole associated with the Wireless Provider's collection of Small Wireless Facilities;

(b) Equipment required for a Wireless Provider's Collocation of Small Wireless Facilities; or

(c) Authority Pole with the wireless provider's collection of Small Wireless Facilities.

(3) Except, an Applicant may not install a new Utility Pole in a public Right-of-Way without the City's discretionary, nondiscriminatory, and written consent, if the public right-of-way is adjacent to a street or thoroughfare that is:

(a) not more than 60 feet wide, as depicted in the official plat records;

(b) adjacent to single-family residential lots, other multifamily residences or undeveloped land that is designated for residential use by zoning or deed restrictions.

(b) Small Wireless Facilities and new, modified, and replacement Utility Poles, Authority Poles and Wireless Support Structures in the right-of-way shall be allowed in any zoning district after Administrative Review and Administrative Approval in accordance with the standards set forth in this Ordinance.

(c) A Small Wireless Facility, Utility Pole or Authority Pole under Subsection (A) may not:

(1) obstruct or hinder the usual travel or public safety on a right-of-way; or

(2) obstruct, damage, or interfere with:

(a) another utility facility in a right-of-way; or

(b) a utility's use of the utility's facility in a right-of-way.

(3) Construction and maintenance by the wireless provider shall comply with all applicable legal obligations for the protection of underground and overhead utility facilities.

11-4-108 Design Standards.

(a) Integrated Design Consideration. Small Wireless Facilities shall be integrated into the Wireless Support Structure and generally shall be installed in a manner minimizing the visual impact. Small Wireless Facilities should not be readily noticed. To the extent reasonably feasible from an engineering, construction and design perspective, the application shall consider the surrounding colors, materials, and architectural features to ensure that the design of the new facility is in harmony with the surrounding area and the goals of the City.

(b) Height Limitations. A new or modified Utility Pole or Authority Pole that has a collocated Small Wireless Facility may not exceed 50 feet above ground level. An antenna of a Small Wireless Facility that is attaching to an existing Utility Pole may not extend more than 10 feet above the top of a Utility Pole existing on or before September 1, 2018.

(c) Decorative Poles. If necessary to collocate a Small Wireless Facility, a Wireless Provider may replace a decorative pole, if the replacement pole reasonably conforms to the design aesthetic of the displaced decorative pole.

(d) Separation Distance. The placement of Small Wireless Facilities, Utility Poles, Authority Poles and Wireless Support Structures in the right-of-way shall have a minimum separation distance of 300 feet.

(e) Historic and Design Districts.

(1) A wireless provider shall participate in a pre-application meeting with the City's Planning Staff and obtain design approval from the City before collocating a new Small Wireless Facility or installing a new Utility Pole in an area that is zoned or otherwise designated as an Historic District or a Design District.

(2) All Small Wireless Facilities in Historic or Design Districts shall, to the extent possible, use design techniques including, but not limited to the use of materials, colors, textures, screening, undergrounding, or other design options that will blend the Small Wireless Facilities to the surrounding natural setting and built environment. Design, materials and colors of Small Wireless Facilities shall be compatible with the surrounding environment. Designs shall be compatible with structures and vegetation located in the right-of-way and on adjacent parcels.

(3) Should the Director determine that such design meets the intent of this Code and the community is better served thereby, the design may include the use of man-made trees, clock towers, bell steeples, light poles, traffic signals, buildings, and similar alternative design mounting structures that are compatible with the natural setting and surrounding structures, and camouflage or conceals the presence of Antennas or Poles so as to make them architecturally compatible with the surrounding area pursuant to this Chapter.

(4) All Small Wireless Facilities shall be constructed out of or finished with non-reflective materials (visible exterior surfaces only).

(5) Subject to the permit process set forth in this Chapter, the City may, require a reasonable, technically feasible, nondiscriminatory, or technologically neutral design or concealment measure in an historic district or design district, unless the facility is excluded from evaluation for effects on historic properties under 47 C.F.R. Sec. 1.1307(a)(4).

(f) Aesthetics. Small Wireless Facilities shall not be lighted or marked unless required by the Federal Communications Commission (FCC), the Federal Aviation Administration (FAA), or other applicable governmental authority. Signs located at the Small Wireless Facilities shall be limited to ownership and contact information, FCC antenna registration number (if required) and any other information as required by applicable governmental authority. Commercial advertising is strictly prohibited.

11-4-109 Permitting, Application and Review Process.

(a) All Applicants shall be required to obtain a permit to Collocate a Small Wireless Facility in a Right-of-Way or to install a new, modified, or replacement Utility Pole, Authority Pole or Wireless Support Structure associated with a Small Wireless Facility in a right-of-way

(b) All Applications shall contain the following:

- (1) Application form signed by the Applicant or authorized representative;
- (2) Zoning and construction drawings;
- (3) Administrative Review application fee;
- (4) An affidavit that the installation or collocation of the Small Wireless Facility shall be completed within 270 days after the day on which the City issues the permit.

(c) Application Fees. The application fee for the co-location of a Small Wireless Facility on an existing or replacement Utility Pole is \$100 for each Small Wireless Facility on the same application. The application fee for a permitted use to install, modify or replace a Utility Pole associated with a Small Wireless Facility is \$250 per application.

(d) Procedure for Administrative Review of Applications

- (1) Within thirty (30) days of the receipt of an application for Administrative Review for the collocation of Small Wireless Facility or new, modified or replacement Utility Pole or Authority Pole, the City shall determine whether the application is complete and notify the Applicant in writing.
- (2) If the City determines the application is incomplete, the City shall specifically identify the missing information in the written notification. The processing deadline shall be tolled from the day on which the City sends the Applicant the written notice to the day on which the City receives the Applicant's missing information or for a mutually agreeable period of time as identified in a written agreement between the Applicant and the City.

(3) Expiration of Application. An Application for a Small Wireless Facility expires if the City notifies the Wireless Provider that the Wireless Provider's Application is incomplete, in accordance with Subsection (2) and the Wireless Provider fails to respond within 90 days after the day on which the City notifies the wireless provider.

(e) Decision. The City shall approve or deny an Application for the Collocation of a Small Wireless Facility, within 60 days after the day on which the City receives the complete Application and for a new, modified, or replacement Utility Pole, within 105 days after the day on which the City receives the complete Application. If the City fails to approve or deny the Application within the applicable time period the Application is deemed approved.

(f) Denial of Application.

(1) The City may deny an Application to collocate a Small Wireless Facility or to install, modify, or replace a Utility Pole, only if the action requested in the Application:

(a) materially interferes with the safe operation of traffic control equipment;

(b) materially interferes with a sight line or a clear view area for transportation or pedestrians;

(c) materially interferes with compliance with the Americans with Disabilities Act of 1990, 42 U.S.C. Sec. 12101 et seq., or a similar federal or state standard regarding pedestrian access or movement;

(d) fails to comply with the requirements set forth in this Code;

(e) creates a public health or safety hazard; or

(f) obstructs or hinders the usual travel or public safety of the Right-of-Way.

(g) If the City denies an application, the City shall document the basis for the denial, including any specific law on which the denial is based and send the documentation informing the Applicant of the denial.

(h) Resubmission of Application. Within 30 days after the day on which the City denies an Application, the Applicant may, without paying an additional application fee cure any deficiency the City identifies in the Applicant's Application and resubmit the Application. The City shall approve or deny a revised Application within 30 days after the day on which the City receives the revised Application.

(1) Review of a revised Application is limited to the deficiencies documented as the basis for denial unless the Applicant has changed another portion of the Application.

(i) Consolidated Applications. If an Applicant seeks to Collocate multiple Small Wireless Facilities within the City, the City shall allow the Applicant, at the Applicant's discretion, to file a consolidated Application for the Collocation of up to 25 Small Wireless Facilities, if all of the Small Wireless Facilities in the consolidated Application are substantially the same type and

proposed for collocation on substantially the same types of structures, or install, modify, or replace multiple Utility Poles within the City, the City shall allow the Applicant, at the Applicant's discretion, to file a consolidated Application for the installation, modification, or replacement of up to 25 Utility Poles.

(1) A consolidated Application may not combine Applications solely for collocation of Small Wireless Facilities on existing Utility Poles with Applications for the installation, modification, or replacement of a Utility Pole.

(2) If the City denies the application for one or more Utility Poles, or one or more Small Wireless Facilities, in a consolidated application, the City may not use the denial as a basis to delay the application process of any other Utility Pole or Small Wireless Facility in the same consolidated Application.

(3) An applicant may not file within a 30-day period more than one consolidated application or multiple applications that collectively seek permits for a combined total of more than 25 small wireless facilities and utility poles.

(j) Exceptions to Permitting. Except as otherwise provided herein or in a master license agreement, applications for permits are not required for routine maintenance of the Small Wireless Facility or support structures for the Small Wireless Facility unless it interferes with pedestrian or vehicular traffic or non-substantial modifications.

11-4-110 Damage and Repair

If a Wireless Provider's activity causes damage to a pole or right-of-way, the Wireless Provider shall repair the pole or right-of-way to substantially the same condition as before the damage. If a Wireless Provider fails to make a repair required by the City within a reasonable time after written notice, the City may make the required repair; and charge the Wireless Provider the reasonable, documented, actual cost for the repair. If the damage causes an urgent safety hazard, the City may immediately make the necessary repair and charge the Wireless Provider the reasonable, documented, actual cost for the repair.

Section 2. Effective Date. This Ordinance shall become effective immediately upon first publication.

Adopted by the City Council of Bountiful, Utah, this 28th day of August, 2018.

Randy C. Lewis, Mayor

Attest:

Shawna Andrus, City Recorder