

Minutes of the
Bountiful City Council Retreat
February 5, 2015
8:00 a.m. – 5:00 p.m.

Present: Mayor: Randy Lewis
Councilmembers: Kendalyn Harris, Richard Higginson, Beth Holbrook,
John Marc Knight, John Pitt
City Manager: Gary Hill
Assistant City Manager: Galen Rasmussen
City Attorney: Russell Mahan
City Engineer: Paul Rowland
City Planner: Chad Wilkinson
Department Directors & Personnel:
Allen Johnson, Power
Shannon Cottam, Human Resources
Mark Slagowski, Water
Gary Blowers, Storm Water/Streets
Chief Jeff Bassett, SDMFA
Chief Tom Ross, Police
Alan West, Information Systems
Tyson Beck, Finance
Brock Hill, Parks
Recording Secretary: Nikki Dandurand
Visitors: Tom Haraldsen, Davis County Clipper

WELCOME AND INTRODUCTION

Mayor Lewis opened the meeting at 8:52 a.m. and welcomed everyone and thanked Council and staff for attending.

The Pledge of Allegiance was conducted by Chief Ross and Councilwoman Harris said a prayer.

Mayor Lewis made a few comments about the focus and direction of the Council this year and is excited to be here with them. Introductions were done around the room, with the Mayor commenting on each department's positive contributions to the City.

REVIEW OF ACCOMPLISHMENTS AND POLICY PRIORITIES

Gary Hill presented accomplishments within each department throughout the previous year and currently. Various Council members mentioned that they appreciated the work sessions that are held, the opportunity to work with everyone and the communication within the Council and with staff. Mayor Lewis was impressed with various projects going on within the City, such as the deer trapping, golf course, compliance, etc. Mr. Gary Hill concluded that it can all be traced back to policy priorities.

48 **BUSINESS SURVEY DISCUSSION**

49 Mr. Wilkinson provided a sample mailer for a business survey that would be sent to Bountiful
50 City business owners. There are approximately 1,800-2,000 businesses that renew their licenses annually.
51 The Council and staff discussed different wording, mail options and online options to distribute the
52 survey, with cost and convenience being two major factors to consider.
53

54 **UPDATE ON MAJOR PROJECTS/INIATIVES**

55 *RDA EXTENSION*-Mr. Wilkinson stated that they are looking into the process of extending the
56 term of the Redevelopment Agency. A presentation to the County Commission went well. The Council
57 and staff agreed that the RDA projects have a positive interaction with local business owners and the
58 overall vision is very beneficial.

59 *MILL STREET PARK* – Mr. Brock Hill reported that three companies responded with proposals
60 to guide the park development process. Interviews will be conducted next week with two of the firms.
61 The City and the approved firm will work closely with the residents of the area. Ultimately, the Council
62 will have the final decision on park development. Mr. Hill also reported on the 4th North Park. The
63 equipment has been shipped from Europe and is due for install starting this spring. The repairs on Stoker
64 School are being done, i.e.: new gutters, heat tape, spouts, etc. and should be completed by next week.

65 *DEER AND TURKEY UPDATE* –Mr. Russell Mahan reported that 146 deer have been trapped
66 and relocated so far. There have been a lot of benefits from running this program through the DWR.
67 Mr. Brock Hill said that another problem we are facing is the large amount (over 150) of wild turkeys
68 residing on the golf course. The City has contacted DWR for assistance and has received very little back
69 concerning this problem. DWR has offered a limited hunting license permit, but it would still be
70 operated and run through the City’s departments, not DWR. The Mayor would like something done
71 before it gets worse and asked Mr. Hill and Mr. Mahan to address this in an upcoming City Council
72 meeting.

73 *BDAC RENOVATION* – The renovations are ongoing but an opening date is expected by the first
74 of April. The owner is installing a stage addition that will hopefully be paid for by a grant approval. The
75 Mayor and the Council commented that the BDAC is well respected and a great addition to downtown.

76 *HISTORICAL MUSEUM* – The Historical Museum Board has proposed a 1500 square foot
77 addition to the newly purchased home, with no additional renovations being done on the second floor.
78 Council and staff were concerned about the Historical Board becoming “house poor” without even putting
79 exhibits into the museum. A majority of Council and staff agreed that the Historical Board should
80 reconsider their expansion project, and rather use their resources to utilize and fill the museum within its
81 current layout. Mayor Lewis suggested talking with Centerville about the remodeling of their city
82 museum.

83 *WEBSITE AND BRANDING* - Mr. West stated that they have been working with i4 on branding
84 and the city logo and hope to have a workable brand design by March 11, 2015, a web design by March
85 18, 2015, and a complete roll out of the website is expected by June 30, 2015. Social media, interactive
86 links and user friendly options will all be incorporated.

87 *SYSTEM CONVERSION* - Mr. Rasmussen and Mr. West indicated that the conversion to
88 Tyler/Munis has been slow and steady, with Utilities having the most problems with budget billing,
89 correct utility mailings, etc. We are working with Tyler to get these problems resolved.

90 *SENIOR HOUSING* – Mr. Wilkinson reported that a few other cities have similar density bonus
91 programs for senior housing, but Bountiful is unique with this. Bountiful does have a disproportionate

92 share of senior housing. The current moratorium preventing further senior developments will lapse next
93 week. The Council members discussed that this needs to be addressed in more detail as it is a long term
94 issue and re-zoning will not solve the problem. Additionally, emergency assistance calls do not have
95 significant impact and private pay versus government paid senior housing could have an impact as well.

96 Mayor Lewis also asked Mr. Wilkinson to discuss Downtown Signage at this time. Mr.
97 Wilkinson presented various pictures of possible downtown signs that would add character to the City as
98 well as visual direction and helpful information to be displayed. Mayor Lewis would like to proceed with
99 a presentation to the Council at a later date.

100 *PARAMEDIC FUNDING* - Chief Bassett announced that in July 2015, there will be significant
101 changes made in the housing and staffed ambulances as they will be moved to full time status. An
102 additional two personnel will be hired. Mayor Lewis thanked the Chief for working hard to make these
103 changes and still ensure great service to the community.

104

105 **CITY WORK WEEK DISCUSSION**

106 Mr. Gary Hill presented various scenarios about the work week for employees. He did state that
107 there would be morale issues with the employees if the current schedule is changed, and it is hard to
108 quantify the data to show any changes. The Council and staff went into great detail about the pros and
109 cons of changing the work week hours. The Mayor asked why we are changing something that doesn't
110 need to be fixed, and that it would cause more harm than good. Other Council members stated that the
111 City needs to be available to the residents within reasonable business hours, Monday through Friday. The
112 Mayor and Council asked staff to prepare information to inform the public of City Hall services that are
113 available during City Hall business hours and services available 24 hours a day online. No changes will
114 be implemented at this time.

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116 **EMERGENCY PREPAREDNESS UPDATE**

117 Chief Ross stated that only three full-time employees still need to complete the NIMS training
118 courses.

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120 **POLICE ACADEMY "LIGHT" FOR COUNCIL**

121 Chief Ross invited Council and the Mayor to participate in a one-day mini police academy
122 training. Chief Ross stressed that with police departments nationwide being scrutinized with violent
123 backlash; he hopes this year will be a turnaround for such actions. Bountiful residents are very
124 appreciative of the local police force.

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126 **PURCHASING POLICY DISCUSSION**

127 Mr. Gary Hill is recommending the purchasing limit for City Manager be amended for \$10,000
128 and up. This would require an ordinance change but will not affect the weekly expenditure reports,
129 already budgeted items, etc. The Council agreed to increase the signature threshold to above \$10,000 but
130 leave the expenditure reports as is.

131

132 **LEGISLATIVE UPDATE**

133 Mr. Gary Hill updated Council and Staff on the legal issues and bills that are currently at the state
134 level. They included a shortage of transportation funding, consolidating emergency dispatch centers
135 within the county, renewal of business licenses and a bill to change the Mayor and City Manager's power.

136 Chief Ross stated there is a bill to limit the use of police body cameras within certain situations they are
137 called out on. Chief Ross opposes this bill and the government means to enforce it. Chief Bassett
138 reported on three wild land fire bills that are being pushed through the state. They include participating
139 in the Governor's plan to avoid additional billing outside the service area, a building code for interface
140 and spacing on new builds with a reimbursement plan and a referendum law to require a 30%
141 participation for a petition within each district, rather than 30% overall.

142 Additional comments were made regarding a clean air bill requiring cities to change over
143 certain vehicles to natural gas and RDA loans. Chief Bassett stated there is no way to change over to
144 natural gas in a fire engine and Mr. Gary Blowers said it would take extensive work and money to convert
145 a garbage truck. These options are not very feasible. Councilman Knight mentioned a discussion with
146 the commissioners and representatives about the development for RDA funds both in present use and
147 future use.

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149 **UPCOMING BUDGET ISSUES**

150 Mr. Gary Hill and Mr. Rasmussen reported that with the upcoming changes at South Davis Fire,
151 there will be an additional \$210,000. The City's health insurance will be budgeted at 12% and a COLA
152 will be budgeted 2%. The Workers Compensation Fund has been depleted lately and we need to restore
153 it, with a three year restoration plan. Zesiger Well is in need of restoration work to bring it up and
154 running to include a fluoride/chorine free zone if possible. The Southwest Substation will be undergoing
155 a remodel, with costs at approximately \$\$6M for the station and \$1M in remodeling fees. The Mill St.
156 Park has no dollar amount yet. This is an election year and to the Council has the option to re-contract
157 with the county to provide the election services, either by mail or electronic. The mail option would reach
158 every resident, however the cost would be expensive. The electronic version offers a lower cost and
159 addition voter location versus the by-mail option. The Mayor and the Council agreed to move forward
160 with the electronic voting option.

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162 The Mayor concluded the meeting and no other comments were made. Councilwoman Holbrook made a
163 motion to adjourn, Councilman Pitt seconded the motion. The annual Bountiful City Council Retreat was
164 adjourned at 4:45 p.m.

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Minutes of the
Bountiful City Council Retreat
February 6, 2015
8:00 – 11:45 a.m.

Present: Mayor: Randy Lewis
Councilmembers: Kendalyn Harris, Richard Higginson, Beth Holbrook,
John Marc Knight, John Pitt
City Manager: Gary Hill
Assistant City Manager: Galen Rasmussen
City Attorney: Russell Mahan
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Tyson Beck, Finance
Brock Hill, Parks

TOUR OF UTAH PRESENTATION

Chief Ross stated that the Tour of Utah will be a great way to showcase Bountiful to millions of people. Hundreds of volunteers will be needed and Chief Ross inquired of the community group the best way to organize this effort.

Jen Adrs, Executive Director, Larry H. Miller Tour of Utah, gave a brief description of the background of the race and the international awards it has achieved. She indicated over 100 riders consisting of 16 teams will participate and there is a potential \$20 million dollar economic impact. Many social media outlets and television stations will broadcast the event. Downtown Bountiful will be the finish line for the third stage of the race on August 5, 2015. Andrew Johnson, Vice President of Marketing, Miller Sports Properties made a few comments, one being the Tour of Utah was voted best race in 2014 by a European analyst.

Mayor Lewis thanked everyone in attendance today and adjourned the Bountiful City Council Retreat until next year upon a motion made by Councilman John Marc Knight, seconded by Councilman Higginson.