

# BOUNTIFUL CITY COUNCIL MEETING

TUESDAY, January 12, 2021

6:00 p.m. – Work Session

7:00 p.m. - Regular Session

NOTICE IS HEREBY GIVEN that the City Council of Bountiful, Utah will hold its regular Council meeting at **South Davis Metro Fire Station 81, 255 South 100 West, 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.

*Bountiful City Council meetings, including this meeting, are open to the public. In consideration of the COVID-19 pandemic, members of the public wishing to attend this meeting are encouraged not to attend in person and to view the meeting online. The link to view the meeting can be found on the Bountiful City website homepage ([www.bountifulutah.gov](http://www.bountifulutah.gov)). If there is a public hearing listed on the agenda that you would like to submit a comment for, please email that comment prior to the meeting to [info@bountifulutah.gov](mailto:info@bountifulutah.gov) and indicate in the email if you would like your comment read at the meeting.*

## AGENDA

### 6:00 p.m. – Work Session

1. Open meetings training – Mr. Clinton Drake
2. Liaison reports from Council members – Mayor Randy Lewis

### 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 two minutes. Public comment is limited to no more than ten minutes per meeting. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives.
3. Consider approval of minutes of previous meetings held on November 11, 2020 (Finance Committee) and December 8, 2020 p. 3
4. Council Reports
5. BCYC Report
6. Consider approval of:
  - a. Expenditures greater than \$1,000 paid November 30, December 7, 14, 21 & 28, 2020 p. 13
  - b. November 2020 Financial Report p. 19
7. Recognition of Mark Slagowski – Mr. Lloyd Cheney
8. Recognition of Bruce and Michelle Barton – Mayor Randy Lewis
9. Consider approval of the re-appointment of Mr. Paul Summers to the Power Commission – Mr. Allen Johnson p. 33
10. Continuation: Consider approval of Ordinance 2021-02 amending the Land Use Code to permit temporary sales offices in trailers within Residential Zones – Mr. Francisco Astorga p. 35
  - a. Public Hearing
  - b. Action
11. Continuation: Consider approval of Ordinance 2021-01 (formerly drafted as Ordinance 2020-11) amending the Land Use Code regarding accessory structures – Mr. Francisco Astorga p. 45
  - a. Public Hearing
  - b. Action
12. Consider the adoption of Resolution 2021-01 declaring Bountiful City’s intent to adjust the boundary of the South Davis Sewer District within Bountiful City - Mr. Lloyd Cheney p. 83
13. Consider approval of the landscaping of Plat R at the Bountiful City Cemetery by authorizing the Cemetery to enter into a landscape construction contract with Erickson Landscaping in the amount of \$95,282 – Mr. Brock Hill p. 95
14. Consider approval of the preliminary and final architectural and site plan for City Power Lofts, a mixed-use development located at 189 South 200 West – Mr. Francisco Astorga p. 97
15. Consider approval of Resolution 2021-02 authorizing an interlocal agreement with Davis County for a \$1 million loan to construct Eagle Ridge Drive – Mr. Gary Hill p. 109
16. Consider approval of the public improvements constructed for the Seifert Subdivision, of the release of the balance of the bond and relieving the developer of any further obligation – Mr. Lloyd Cheney p. 121
17. Consider approval of Resolution 2021-03 amending the Personnel Policies and Procedures Manual for the City of Bountiful – Mr. Clinton Drake p. 123
18. Adjourn

  
City Recorder



1 Minutes of the  
2 BOUNTIFUL CITY FINANCE COMMITTEE

3 November 10, 2020 – 5:45 p.m.

4  
5 Present: Mayor Randy Lewis (arrived at 6:20 p.m.)  
6 Councilmembers Millie Segura Bahr and Kate Bradshaw  
7 Finance Director Tyson Beck  
8 City Manager Gary Hill  
9 Asst. City Manager Galen Rasmussen

10  
11 Official notice of the City Council Meeting was given by posting an agenda at the temporary  
12 City Hall locations (805 South and 150 North Main Street) and on the Bountiful City Website and the  
13 Utah Public Notice Website and by providing copies to the following newspapers of general  
14 circulation: Davis County Clipper and Standard Examiner.

15  
16 5:45 p.m.

17 South Davis Metro Fire Station Conference Room

18  
19 Mayor Randy Lewis chairs this committee, the meeting began at 5:56 p.m.

20  
21 REVIEW OF THE FISCAL YEAR 2020 COMPREHENSIVE ANNUAL FINANCIAL  
22 REPORT (CAFR) – MR. TYSON BECK

23 Tyson Beck, Finance Director, began by stating that the CAFR and independent financial  
24 audit for the fiscal year 2020 were complete and will be submitted to the various regulatory and  
25 statutory agencies. Additionally, Mr. Beck stated that the fiscal year 2020 CAFR will again be  
26 submitted to the Government Finance Officers Association for consideration of their CAFR award,  
27 which would be the City's 40<sup>th</sup> consecutive year if awarded. With the City's fiscal year 2019 CAFR  
28 the City achieved the 39<sup>th</sup> consecutive year. Only three other governments in Utah have received the  
29 CAFR award for a longer consecutive streak.

30  
31 Mr. Beck then reviewed with the committee the financial results for fiscal year 2020. This  
32 included a review of each of the City's operating fund's net income or loss as well as their equity  
33 positions. The cash and investment balances of the City were also reviewed.

34  
35 It was noted that the Light and Power Fund as well as the Capital Projects Fund has fairly  
36 significant net losses during the year. The Light and Power Fund had almost \$3 million in unexpected  
37 repairs to their natural gas power plant and their hydro plant at the Echo reservoir. The Capital  
38 Projects Fund was a planned shortfall as fiscal year 2020 incurred major project costs for the Town  
39 Square and City Hall remodel projects.

40  
41 Additionally, because of the cash outflow from the fiscal year 2020 repairs and projects  
42 mentioned, the City's overall cash and investment balances decreased for the first time in at least the  
43 past eleven fiscal years. It was discussed that the decrease is not entirely unexpected as the City's  
44 financial philosophy of 'pay-as-you-go' does occasionally require the use of cash reserves for  
45 significant projects.

46  
47 The financial review also covered some of the Management's Discussion and Analysis

1 section of the CAFR. That section compares and contrasts the statements of net position and  
2 revenues/expenses from fiscal year 2019 to fiscal year 2020.

3  
4 In compliance with the City’s newly adopted *Fund Balance & Reserves* Policy, there was a  
5 review of all the required reserve balances and how they compared to the minimum reserve balances.  
6 All funds were in compliance with the exception of the Water Fund and the Recycle Fund. It was  
7 noted that actions have already been taken in fiscal year 2021 to correct the Water Fund deficiency,  
8 and that the Recycle Fund qualifies for a policy exception due to City Council direction to subsidize  
9 those operations.

10  
11 Mr. Beck specifically addressed some financial trends over a 14-year period of the Golf fund.

12  
13 The Golf Fund expenses have increased by \$565,481 over the past 14 fiscal years.  
14 Unfortunately, the revenues for the Golf Fund have been declining since fiscal year 2013 with the  
15 exception of fiscal year 2020. The COVID-19 pandemic actually brought in the best revenue year in  
16 at least the past 14 fiscal years. Despite this banner revenue year, the Golf Fund still had an overall  
17 fiscal year 2020 net loss of \$198,750. It was discussed that fiscal year 2020 is the seventh consecutive  
18 year of operational net losses. There are no easy answers to resolve this negative trend as this is  
19 believed to be due to decreasing demand throughout the golf industry. The operations will continue to  
20 be monitored closely.

21  
22 **REVIEW OF THE FISCAL YEAR 2020 INDEPENDENT FINANCIAL STATEMENT**  
23 **AUDIT**

24 Due to the need to move on to the scheduled City Council work session this discussion was  
25 moved to the scheduled City Council agenda item.

26  
27 The Finance Committee meeting was adjourned at 6:32 p.m.  
28  
29

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*Mayor Randy Lewis*

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*City Recorder*



1 Minutes of the  
2 BOUNTIFUL CITY COUNCIL

3 December 8, 2020  
4 7:00 p.m. – Regular Session

5  
6 Present:

7 Mayor	Randy Lewis
8 Councilmembers	Millie Segura Bahr, Kate Bradshaw, Kendalyn 9 Harris, Richard Higginson, Chris R. Simonsen
10 City Manager	Gary Hill
11 Asst. City Manager	Galen Rasmussen
12 City Engineer	Lloyd Cheney
13 Planning Director	Francisco Astorga
14 City Attorney	Clinton Drake
15 Parks Director	Brock Hill
16 Director of Streets, Sanitation	Charles Benson
17 Water Director	Kraig Christensen
18 Power Director	Allen Johnson
19 Recording Secretary	Maranda Hilton

20  
21 Official notice of the City Council Meeting was given by posting an agenda at the temporary  
22 City Hall locations (805 South and 150 North Main Street) and on the Bountiful City Website  
23 and the Utah Public Notice Website and by providing copies to the following newspapers of  
24 general circulation: Davis County Clipper and Standard Examiner.

25  
26 **Regular Meeting – 7:00 p.m.**

27 **South Davis Metro Fire Station Conference Room**

28  
29 **WELCOME, PLEDGE OF ALLEGIANCE AND THOUGHT/PRAYER**

30 Mayor Lewis called the meeting to order at 7:04 p.m. and welcomed those in attendance.  
31 Councilwoman Bahr led the Pledge of Allegiance and Mr. Bryan Catherman, Pastor at  
32 Redeeming Life Church, offered a prayer.

33  
34 **PUBLIC COMMENT**

35 The public comment section was started at 7:08 p.m.

36 No comments were made.

37 The public comment section was ended at 7:08 p.m.

38  
39 **CONSIDER APPROVAL OF MINUTES OF PREVIOUS MEETINGS HELD**  
40 **NOVEMBER 10 & 17, 2020**

41 Councilwoman Harris made a motion to approve the minutes of the previous meetings and  
42 Councilman Higginson seconded the motion. The motion was approved with Councilmembers  
43 Bahr, Bradshaw, Harris, Higginson and Simonsen voting “aye”.

44  
45 **COUNCIL REPORTS**

46 Councilman Higginson reported that metered power sales are up from last year’s sales.

1 Councilwoman Bahr did not have a report.

2 Councilwoman Harris did not have a report.

3 Councilman Simonsen reported on the dedication of the Bountiful Veterans Park on  
4 November 11, 2020, and thanked the City for the donation of the land for the park.

5 Councilwoman Bradshaw reported on a service activity that took place on November 21,  
6 2020. 158 volunteers came together to help build a single downhill track at the North  
7 Canyon trail.

8  
9 **BCYC REPORT**

10 Councilwoman Bahr excused members of the BCYC from reporting this evening and  
11 reported that they have a holiday party planned to be held at the new town square ice ribbon, and  
12 that the BCYC will be volunteering at the Bar J Wranglers concert.

13  
14 **CONSIDER APPROVAL OF:**

15 **A. EXPENDITURES GREATER THAN \$1,000 PAID NOVEMBER 2, 9, 16 & 23,**  
16 **2020**

17 **B. OCTOBER 2020 FINANCIAL REPORT**

18 Councilwoman Bradshaw asked if the concrete repair expenditure was related to the  
19 windstorm. Mr. Gary Hill answered that these are the normal expenses for end-of-season work,  
20 and that there will be another bill for the windstorm expenses later. The City will apply to FEMA  
21 for reimbursement for those when they come. Councilman Higginson made a motion to approve  
22 the expenditures paid November 2, 9, 17 & 23, 2020 and the October 2020 financial report and  
23 Councilwoman Bahr seconded the motion which passed with Councilmembers Bahr, Bradshaw,  
24 Harris, Higginson and Simonsen voting “aye”.

25  
26 **RECOGNITION OF BETTY LOUISE WIGHT**

27 Councilwoman Harris introduced Ms. Betty Louise Wight, owner and operator of Wight  
28 House Clothing in Bountiful. Ms. Wight and her late husband opened the store on Bountiful’s  
29 Main Street in 1967 and it has been run by her family until its recent closing. The store was  
30 known for carrying nice clothing and offering conservative styles. Ms. Wight has always been  
31 known for her integrity and honesty and at age 95 was still dancing with the “dancing grannies”  
32 until the COVID-19 pandemic prevented them from practicing.

33 Councilwoman Harris expressed appreciation on behalf of the City for Ms. Wight’s  
34 contribution and thanked her for her years of doing business in Bountiful. Ms. Wight said it has  
35 been a pleasure to do business here.

36  
37 **INTRODUCTION OF MR. DANE STONE AS NEW SDMFD CHIEF – MAYOR RANDY**  
38 **LEWIS**

39 Mayor Lewis invited Chief Stone to introduce himself. Chief Stone expressed his gratitude  
40 to be serving a community where he has lived his entire life and that he has a great love for. He  
41 has served the last nine years as Deputy Fire Chief and has been with SDMFD for 27 years total,  
42 starting as a college student for a free place to sleep in the firehouse. He said this was an  
43 opportunity he did not expect, but he loves his department and is excited to continue the level of  
44 service they have offered into the future.

45 Mayor Lewis said they are thrilled to have him serving as the Chief and are grateful for his  
46 years of experience.

1  
2 **INTRODUCTION OF MR. CHARLES BENSON AS STREETS DIRECTOR AND MR.**  
3 **KRAIG CHRISTENSEN AS WATER DIRECTOR – MR. LLOYD CHENEY.**

4 Mr. Cheney explained that with the retirement of Mr. Gary Blowers from the Streets  
5 Department and Mr. Mark Slagowski from the Water department, he was given the opportunity  
6 to appoint two new directors. He said it was a very weighty decision for him considering the  
7 necessary functions that these departments perform for the City. He said that as they interviewed  
8 candidates, he appreciated how well prepared these men were to lead their departments and to  
9 continue providing excellent service to the City. He turned the time over to Mr. Charles Benson  
10 and Mr. Kraig Christensen to introduce themselves.

11 Mr. Benson expressed thanks for this opportunity to continue providing service to the City  
12 and explained that the Streets and Water Departments must work together as a team and they will  
13 continue to do that.

14 Mr. Christensen said that his last 14 years with the Water Department have been educational  
15 and he has enjoyed building relationships with employees in all departments in the City. He is  
16 excited to keep providing quality water to Bountiful’s residents.

17  
18 **CONSIDER APPROVAL OF RESOLUTION 2020-21 AUTHORIZING THE STEEL**  
19 **SOLAR PROJECT TRANSACTION SCHEDULE UNDER THE MASTER FIRM**  
20 **POWER SUPPLY AGREEMENT WITH UAMPS AND AUTHORIZING THE MAYOR**  
21 **TO SIGN IT – MR. ALLEN JOHNSON**

22 Mr. Johnson explained that they have been working for years to get additional solar power  
23 purchased and this is an opportunity to purchase six megawatts (MW) at a good price. This  
24 project is a 25-year contract with no escalation in price, so it will help keep power prices stable  
25 into the future. The Power Commission gives its full recommendation for approval of this  
26 Resolution.

27 Councilwoman Bradshaw asked what the total MW is from solar power with the purchase of  
28 this project. Mr. Johnson answered that it is 11 MW total, which is right where the Power  
29 Department wants it to be.

30 Mr. Gary Hill asked Mr. Johnson to share what percentage of “clean” power Bountiful has  
31 now. Mr. Johnson said that with the Colorado River Service Project (CRSP) and Hydro power  
32 the City is at 42% green power, but that the hydro power does not meet the definition of “clean”  
33 because the plant was built one year too early. The purchase of this solar project will put the  
34 City’s power a little over 50% carbon-free power and over the state-mandated 20% clean power  
35 requirement.

36 Councilwoman Bradshaw made a motion to approve Resolution 2020-21 and Councilman  
37 Higginson seconded the motion which passed with Councilmembers Bahr, Bradshaw, Harris,  
38 Higginson and Simonsen voting “aye”.

39  
40 **CONSIDER APPROVAL OF \$50,800 TO PURCHASE FLOW METER CONSOLES**  
41 **FROM ACCUSONIC – MR. ALLEN JOHNSON**

42 Mr. Johnson explained that the City’s hydroelectric projects are run by computers, and when  
43 they tried to order replacement parts after a failure this past year at the Pineview plant, they  
44 found out the same parts are no longer available. So, they wish to purchase the updated versions  
45 of the flow modules which will be compatible with their systems. If they find themselves without

1 extra parts, it will mean shutting down the hydro plant. The Power Commission recommends this  
2 purchase.

3 Councilman Higginson made a motion to approve the purchase and Councilwoman  
4 Bradshaw seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw,  
5 Harris, Higginson and Simonsen voting “aye”.

6  
7 **CONSIDER APPROVAL OF CEMETERY FEES AND CHARGES ASSOCIATED WITH**  
8 **URN BURIAL OPTIONS – MR. BROCK HILL**

9 Mr. Brock Hill explained that they have seen a substantial increase in urn burials at the  
10 cemetery in the past few years, so they researched urn burial options and pricing and are ready to  
11 bring them before the Council for approval. They recently installed a columbarium and are  
12 working on creating a Healing Garden which will offer more urn burial options as well. They  
13 have already seen quite a bit of interest in the columbarium. The Council is being asked to  
14 approve pricing for urn burial in the columbarium, in natural boulder niches and in granite niches  
15 tonight, with the probability that they will develop more options and pricing in the future.

16 Councilwoman Bahr made a motion to approve the cemetery fees and Councilman  
17 Higginson seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw,  
18 Harris, Higginson and Simonsen voting “aye”.

19  
20 **CONSIDER APPROVAL OF ORDINANCE 2020-11 AMENDING THE LAND USE**  
21 **CODE REGARDING ACCESSORY STRUCTURES – MR. FRANCISCO ASTORGA**

22 Mr. Astorga asked that the Council continue this item to the next City Council meeting on  
23 January 12, 2021 to allow staff time to review this item further. However, this item was noticed  
24 as a public hearing, so the Council will take public comment tonight and then continue the item  
25 to the next meeting.

26 **A. PUBLIC HEARING**

27 The Public Hearing was opened at 7:49 p.m.

28  
29 Mr. David Lindsay (484 East 1600 South) said that he and his wife wish to expand  
30 their home and applied for a variance in October of 2016. The Planning Commission  
31 told them they had a good project but voted against the variance and instead sent a  
32 recommendation to the City Council to amend the Land Use Code regarding  
33 accessory structure setbacks in order to approve his project without the need for a  
34 variance. He said they are still waiting for the amendment to the code and cannot  
35 move forward until it is approved. He urged the Council to allow this change because  
36 many of his neighbors are in a similar situation and cannot add on to their homes  
37 without this action being taken.

38  
39 Mr. Julio Garcia (no address given) said that he is Mr. Lindsay’s architect, and that he  
40 sees this problem quite often. It is getting harder and harder for people who wish to  
41 expand their current home when they outgrow it. It becomes a safety issue when the  
42 code does not allow older homes to be expanded, because homeowners start doing  
43 projects without approval and without the proper engineering inspections. He feels  
44 the law needs to be changed to respond to the economic pressures and challenges that  
45 we have right now.

1           Mr. Alex Densley (no address given) said that his house was one that was affected by  
2           the decision issued and wished to thank the planning staff for reaching out to him for  
3           his input. He also thanked the Council for going through this process to make needed  
4           changes and to bring his house back into compliance.

5  
6           The Public Hearing was closed at 7:57 p.m.

7  
8           **B. ACTION**

9           Councilwoman Harris made a motion to continue this item to the next meeting and  
10          Councilwoman Bahr seconded the motion. The motion passed with Councilmembers Bahr,  
11          Bradshaw, Harris, Higginson and Simonsen voting “aye”.

12  
13          **CONSIDER AN AMENDMENT TO THE LAND USE CODE TO PERMIT**  
14          **TEMPORARY SALES OFFICES IN TRAILERS WITHIN RESIDENTIAL ZONES –**  
15          **MR. FRANCISCO ASTORGA**

16          Mr. Astorga explained that our current code expressly prohibits temporary sales trailers in  
17          residential zones. The Planning Commission voted at their last meeting 4-3 against amending the  
18          code to allow trailers, stating that they did not find compelling enough reason to make the  
19          amendment. Staff agrees with this assessment. The applicant requesting this change, Mr. Shawn  
20          Poor of Brighton Homes, requested that the code be changed to say,

21                 *“Temporary sales offices incidental to a specific residential project may be*  
22                 *located on the site of such a project. The trailer may remain for the duration of*  
23                 *the project and shall be removed within thirty (30) days after substantial*  
24                 *completion of the project.”*

25          **A. PUBLIC HEARING**

26                 The Public Hearing was opened at 8:00 p.m.

27                 No comments were made.

28                 The Public Hearing was closed at 8:00 p.m.

29          **B. ACTION**

30          Mr. Astorga recommended that Council allow the applicant to speak. The Mayor asked  
31          him to come forward.

32          Mr. Poor explained that the main reason they wish to make this change is because they  
33          like working with Bountiful City and plan on building here a lot in the future. He said they have  
34          used their sales trailer for a couple of years and have been able to use it in North Salt Lake,  
35          Layton and Centerville, as well as some cities in Salt Lake County. Bountiful and Farmington  
36          are the only cities in the area that expressly prohibit it in their code. He said they use the trailer to  
37          help bridge the gap between when construction starts and when they can start selling units.  
38          Having the trailer on site speeds up their projects and, in this way, it benefits the City as well. He  
39          asked the Council to please consider amending the code to allow sales trailers in residential  
40          zones. He added that if the language suggested for the amendment is too broad, then perhaps  
41          they would consider issuing a conditional use permit with a time limit, as he has seen other cities  
42          do.

43          The Mayor asked why trailers might have been prohibited in the code in the first place.  
44          Mr. Astorga answered that their best guess is that sales trailers are often quite unattractive, and  
45          that having one on site might take away from the landscaping requirement. Mr. Cheney added  
46          that many of these sites are so small and the projects are happening so fast that the extra supplies

1 and vehicles spill out onto the street, and there isn't space to accommodate a sales trailer on site.  
2 He believes Brighton's current project could probably accommodate a trailer, but he feels this is  
3 an exception to the rule.

4 Councilwoman Harris added that the discussion at the Planning Commission meeting was  
5 largely like what was just heard with good points made on both sides and that the vote was split  
6 4-3. Many commissioners felt this would be better as a conditional use permit with parameters in  
7 place to mitigate some of the issues that were discussed. She feels it is in the City's best interest  
8 to help these companies sell their homes quickly.

9 Councilwoman Bradshaw asked about some of the specific wording in the proposed  
10 amendment, and Mr. Astorga answered that if the Council wishes to approve the amendment, the  
11 best course of action would be to give Staff more time to draft a new version that could address  
12 some of the issues that could be avoided, and a conditional use permit could be issued in the  
13 meantime. Councilwoman Bradshaw said she is not opposed to amending the code but would  
14 prefer language that fits the circumstances of Bountiful City better, as most projects here will  
15 likely be near surrounding homes and will impact neighborhoods.

16 Councilwoman Harris agreed that some parameters should be set, and that it should be  
17 referred back to the Planning Department to come up with those parameters. However, she feels  
18 it will be best executed under a conditional use permit rather than a code amendment.

19 Mr. Astorga made the point that Bountiful has been almost completely built out for some  
20 time, and that has been accomplished without allowing sales offices in trailers. However, if the  
21 Council wishes to allow this, he asked them to give Staff time to come up with the right language  
22 and added that they would most likely recommend a conditional use permit.

23 Councilwoman Bradshaw made a motion that this issue be referred to the Planning  
24 Department and ask them to explore options for temporary sales offices that involve a  
25 conditional use permit and Councilwoman Bahr seconded the motion.

26 Councilman Higginson asked if more direction to Staff about parameters should be given.  
27 The Mayor suggested that Council send ideas to Mr. Astorga via email. Councilwoman  
28 Bradshaw added that direction to her motion. The motion passed with Councilmembers Bahr,  
29 Bradshaw, Harris, Higginson and Simonsen voting "aye".

30 Councilwoman Bradshaw made a motion that this item be brought back for the January  
31 12<sup>th</sup>, 2021 meeting and Councilman Higginson seconded the motion. The motion passed with  
32 Councilmembers Bahr, Bradshaw, Harris, Higginson and Simonsen voting "aye".  
33

34 **CONSIDER APPROVAL FOR THE FINAL SITE PLAN FOR THE BROOKS, A**  
35 **MIXED-USE MULTI-FAMILY DWELLING LOCATED AT 220 NORTH MAIN**  
36 **STREET – MR. FRANCISCO ASTORGA**

37 Mr. Astorga presented the site plan for final approval. The Planning Commission has  
38 reviewed this project several times and forwards a positive recommendation. One item of note is  
39 that the parking study requires they provide 38 parking spaces, but they are proposing 34 spaces.  
40 The Planning Commission is very pleased with the architectural details and the amount of brick.

41 Councilman Higginson made a motion to approve the final site plan approval and  
42 Councilman Simonsen seconded the motion. The motion passed with Councilmembers Bahr,  
43 Bradshaw, Harris, Higginson and Simonsen voting "aye".  
44

45 **REVIEW OF 2020 MODERATE INCOME HOUSING PLAN REPORT – MR.**  
46 **FRANCISCO ASTORGA**

1 Mr. Astorga explained that each year the City is required to report to the State how  
2 moderate-income housing strategies are being implemented within the City. He reported that  
3 they fulfilled that requirement to report and submitted it on December 1<sup>st</sup>. It has also been posted  
4 on the City website.

5 The Mayor and Council thanked him for his efforts.  
6

7 **CONSIDER APPROVAL OF 2021 CITY COUNCIL MEETING SCHEDULE – MR.**  
8 **GARY HILL**

9 Mr. Hill presented the proposed 2021 City Council meeting schedule.

10 Councilwoman Harris made a motion to approve the 2021 meeting schedule and  
11 Councilwoman Bradshaw seconded the motion. The motion passed with Councilmembers Bahr,  
12 Bradshaw, Harris, Higginson and Simonsen voting “aye”.  
13

14 **CONSIDER APPROVAL OF RESOLUTION 2020-23 APPROVING BOUNTIFUL**  
15 **CITY’S ADOPTION OF THE INDUSTRIAL PRETREATMENT STANDARDS**  
16 **ESTABLISHED BY THE SOUTH DAVIS SEWER DISTRICT – MR. LLOYD CHENEY**

17 Mr. Cheney explained that every city that contributes to the sewer system must apply for  
18 participation with the South Davis Sewer District. This resolution defines what kind of pre-  
19 treatment processes they accept. Engineering staff identified one concern in the language of the  
20 resolution regarding misdemeanors and have been granted permission to omit that section of the  
21 resolution while still fulfilling the state requirement.

22 Councilman Simonsen made a motion to approve Resolution 2020-23 as amended and  
23 Councilwoman Harris seconded the motion. The motion passed with Councilmembers Bahr,  
24 Bradshaw, Harris, Higginson and Simonsen voting “aye”.  
25

26 **CONSIDER APPROVAL OF RESOLUTION 2020-22 AUTHORIZING AN**  
27 **INTERLOCAL PROJECT REIMBURSEMENT AGREEMENT WITH DAVIS COUNTY**  
28 **– MR. GARY HILL**

29 Mr. Hill explained that after working with Davis County for some time, they have allowed  
30 the City to use County tourism tax money for the North Canyon Trailhead and Trail project.  
31 They will be providing up to \$500,000 for the project and the City will be required to complete it  
32 within 18 months and contribute no less than \$250,000 towards the project as well. He said they  
33 have talked to the neighbors (the Slatters) and will continue to do so as the process to design the  
34 parking lot progresses. The waterways and floodplain there are issues that will need to be  
35 addressed. He explained that as the project progresses it will come before the Council for needed  
36 approvals.

37 Mr. Stephen Slatter thanked the Council and the City Staff for working with them and  
38 coming to check out the site. He asked that they take into consideration the parking issues that he  
39 feels will increase once a trailhead and parking lot is created.

40 Councilwoman Bradshaw made a motion to approve Resolution 2020-22 and Councilman  
41 Higginson seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw,  
42 Harris, Higginson and Simonsen voting “aye”.  
43  
44  
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46

1 **ADJOURN**

2 Before adjourning, Mr. Hill asked the Council if they were interested in holding an open  
3 house for the newly renovated City Hall. The Mayor expressed his desire to have the public  
4 come see the completed project and what was done with their suggestions.

5 Council consensus, taking COVID-19 gathering restrictions into account, was to hold a  
6 virtual open house in January or February, and then a physical open house later in the spring.

7 Mr. Hill also asked the Council about holding a Council Retreat this year. There are  
8 concerns about finding a space that can safely accommodate that many people. One option is to  
9 hold it later in the year when the pandemic is more under control and spaces are easier to find.  
10 Another option is to break it down into several work sessions instead of one big session. The  
11 Council felt that holding the retreat is valuable to them and they would like to have it in person  
12 still. They decided to hold a half-day session on January 14<sup>th</sup> and to schedule a more in-depth  
13 session sometime in the months to follow.

14 Councilman Higginson made a motion to adjourn the meeting and Councilwoman Bahr  
15 seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw, Harris,  
16 Higginson and Simonsen voting “aye”.

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18 The regular session of City Council was adjourned at 9:12 p.m.  
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*Mayor Randy Lewis*

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*City Recorder*  
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# City Council Staff Report

**Subject:** Expenditures for Invoices > \$1,000 paid November 30 and December 7, 14, 21 & 28, 2020

**Author:** Tyson Beck, Finance Director

**Department:** Finance

**Date:** January 12, 2020

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## **Background**

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

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, November 30 and December 7, 14, 21 & 28, 2020.

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid November 30, 2020**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
1425	BOUNTIFUL HISTORICAL	Legislative	104110 492070	Contr-Btfl Historical Soc	25,000.00	218776	11302020	2021 Annual Grant to the Museum
1473	BROKEN ARROW INC	Streets	104410 441100	Special Highway Supplies	30,452.36	218778	34972	Road Salt - CUsermer # BOUNTIFU
1393	BTS LANDSCAPING PROD	Landfill	575700 462400	Contract Equipment	27,491.55	218779	113035	Tubgrinding
1602	CDW GOVERNMENT, INC.	Computer Maintenance	616100 425000	Equip Supplies & Maint	3,159.31	218781	4408963	MS Surface Laptop - Customer # 6530022
1889	DAVIS COUNTY GOVERNMENT	Police	104210 431600	Animal Control Services	10,390.92	218786	110120	Nov. 2020 Animal Control
2164	FERGUSON ENTERPRISES	Water	515100 448400	Dist Systm Repair & Maint	1,674.94	218791	1138137	Misc. Parts - Customer # 48108
8635	LARSEN LARSEN NASH &	Legal	104120 431100	Legal And Auditing Fees	2,275.00	218805	11302020	Legal Fees for November 2020
8404	MAIN STREET INVESTME	Legislative	454110 472100	Buildings	8,779.50	218808	120012020	January 2021 Rent for City Hall
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist Systm Repair & Maint	4,400.52	218814	5103850558.001	Misc. Parts and Supplies - Customer # 18498
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist Systm Repair & Maint	5,259.61	218814	5103854284.001	Misc. Parts and Supplies - Customer # 18498
3271	NETWIZE	Information Technology	104136 425000	Equip Supplies & Maint	5,872.00	218819	19557	Dell ProSupport FX2 Police Vehicle Host Servers
3271	NETWIZE	Computer Maintenance	616100 429300	Computer Hardware	3,680.04	218819	20014	Dell 27" Monitors
3579	PROVO CITY CORP	Light & Power	535300 448632	Distribution	31,754.18	218823	221739	Bountiful Wind Storm Restoration - Acct # 2058341
5553	PURCELL TIRE AND SER	Streets	104410 425000	Equip Supplies & Maint	2,268.92	218824	2824114	Tire Service - Acct # 2801867
5553	PURCELL TIRE AND SER	Water	515100 425000	Equip Supplies & Maint	1,453.22	218824	2824131	Tire Service - Acct # 2801867
12328	REX CARTER MASONRY	Redevelopment Agency	737300 426100	Special Projects	1,400.00	218825	2020007	Bountiful Main St. Paver Replacement
3938	SKM INC.	Water	515100 431000	Profess & Tech Services	1,886.25	218831	20131	System Integration Emg. - Project # 001610.P
3938	SKM INC.	Water	515100 431000	Profess & Tech Services	2,588.63	218831	20132	Flouride Trouble Shoot - Project # 20132
11737	SPLASHTOP INC	Information Technology	104136 429200	Computer Software	1,432.54	218833	stb201125-6	Remote Business Access Licensing
4229	TOM RANDALL DIST. CO	Landfill	575700 425000	Equip Supplies & Maint	1,985.40	218839	0316421	Fuel - Acct # 000138
4341	UTAH ASSOCIATED MUNI	Light & Power	53 213130	UAMPS Annualized Accrual	929,429.15	218841	11302020	October 2020 payment for Power Resources
7732	WINGFOOT CORP	Police	104210 426000	Bldg & Grnd Suppl & Maint	2,095.00	218848	105856	Nov. 2020 Janitorial Cleaning
					TOTAL:			<u>1,104,729.04</u>

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid December 7, 2020**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
5368	ACE DISPOSAL INCORPO	Recycling	484800 431550	Recycling Collectn Service	36,085.86	218851	12012020	November 2020 Recycling Fees
1105	ALTEC INDUSTRIES, IN	Light & Power	535300 448635	Vehicles	1,045.72	218854	50680060	Service and Parts - Customer # 98370
1105	ALTEC INDUSTRIES, IN	Light & Power	535300 474600	Vehicles	255,430.00	218854	8265645	New Dbl. Bucket Truck - Customer # 19238
1164	ANIXTER, INC.	Light & Power	535300 448636	Special Equipment	1,043.70	218855	4673133-01	Extention Sticks
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	3,825.60	218856	79J22020	Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	4,270.20	218856	79J22120	Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	4,691.23	218856	78R87020	Tree Trimming - # Customer #447030
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,109.02	218856	78R87120	Tree Trimming - # Customer #447030
1550	CALL CLIMATE	Light & Power	535300 448627	Echo Hydro Operating Costs	1,816.00	218864	17813	Heat Pumps
1615	CENTURYLINK	Enhanced 911	104219 428000	Telephone Expense	3,522.28	218869	11222020	Acct # 801-578-0401 452B
2164	FERGUSON ENTERPRISES	Water	515100 448400	Dist Systm Repair & Maint	1,920.36	218887	1139156	Misc. Parts - Customer # 48108
2537	HOSE & RUBBER SUPPLY	Streets	104410 425000	Equip Supplies & Maint	2,069.25	218900	01490117	Misc. Parts and Supplies - Customer # B1580
8756	IRBY ELECTRICAL DIST	Light & Power	535300 445201	Safety Equipment	1,106.40	218909	S012125342.001	Safety Glasses - Customer # 221694
6959	JANI-KING OF SALT LA	Light & Power	535300 424002	Office & Warehouse	1,775.00	218910	SLC12200062	Custodial Services December 2020- Cust # 065075
12289	JUSTENSEN, JARED	RAP Tax	838300 426100	Special Projects	1,000.00	218912	102	North Canyon Trail Construction
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	1,090.05	218913	6303	Patching for Customer # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	1,093.56	218913	6325	Patching for Customer # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	1,345.11	218913	6348	Patching - Customer BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	1,882.92	218913	6322	Patching for Customer # BOUN02610
2970	LOWE'S HOME IMPROVEM	Parks	104510 426000	Bldg & Grnd Suppl & Maint	1,139.20	218918	901604	Misc. Parts and Supplies

12350 MICA STEELWORKS	Light & Power	535300	474820	CIP 12 Dist Sys Feeder #575	169,060.00	218922	94560	7 Steel Posts
3195 MOUNTAINLAND SUPPLY	Water	515100	448400	Dist Systm Repair & Maint	2,216.56	218926	S103854284.002	Couplers and Tees - Customer # 18498
3195 MOUNTAINLAND SUPPLY	Cemetery	595900	426000	Bldg & Grnd Suppl & Maint	1,863.41	218926	S103864726.001	Misc. Parts and Supplies - Customer # 18502
5553 PURCELL TIRE AND SER	Streets	104410	425000	Equip Supplies & Maint	1,442.34	218945	2824468	Tire Repair - Acct # 2801867
11959 RITZ SAFETY, LLC	Light & Power	535300	445202	Uniforms	1,656.16	218954	39052	Fire Resistance Shirts and Pants - Acct # 169861
12348 ROSEMOUNT INC	Water	515100	448400	Dist Systm Repair & Maint	2,678.73	218955	71711255	Guages and Manifolds
3972 SOLAR TURBINES, INC.	Light & Power	535300	448614	Power Plant Equipment Repairs	5,571.00	218963	AFS10029473	Annual Maintenance
3972 SOLAR TURBINES, INC.	Light & Power	535300	448614	Power Plant Equipment Repairs	6,678.00	218963	AFS10029474	Annual Maintenance - PO # 19598
4033 STANTEC CONSULTING,	Water	515100	431000	Profess & Tech Services	2,500.00	218968	1730463	Final Invoice Source Protective Plan- Cust # 6825
4051 STATE OF UTAH	Water	515100	431000	Profess & Tech Services	1,011.72	218970	21L0000479	Lab Fees for 10/16-10/31/2020
4171 THATCHER COMPANY	Water	515100	448000	Operating Supplies	2,019.00	218972	1509093	Fluoride - Assoc # 1529060
4229 TOM RANDALL DIST. CO	Streets	104410	425000	Equip Supplies & Maint	13,852.50	218973	0314819	Fuel - Acct # 000275
4229 TOM RANDALL DIST. CO	Streets	104410	425000	Equip Supplies & Maint	15,771.80	218973	0316591	Fuel - Acct # 000275
4334 USDA-FOREST SERVICE	Light & Power	535300	448627	Echo Hydro Operating Costs	3,696.17	218978	D5507F21	Special Uses Permit for Powerline
6864 UTILITY TESTING LABO	Light & Power	535300	448627	Echo Hydro Operating Costs	1,210.00	218983	200225	Test Metals and Moisture
4450 VERIZON WIRELESS	Police	104210	428000	Telephone Expense	2,050.51	218985	9867609037	Acct # 771440923-00001
7732 WINGFOOT CORP	Police	104210	426000	Bldg & Grnd Suppl & Maint	1,350.00	218988	105991	Scrubbing all Bathrooms and Breakrooms
5389 YOUNG WHOLESALE PART	Landfill	575700	474500	Machinery & Equipment	29,570.44	218991	35497	Approved by Council -Truck Vin # 1GB3YSE71MF135521
					TOTAL:			595,459.80

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid December 14, 2020**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	
1030	ACTION ALTERNATOR &	Streets	104410	425000	Equip Supplies & Maint	2,396.00	218992	WS29890	Alternator for Fire Truck - Cust ID BC101
1212	ASPLUNDH TREE EXPERT	Light & Power	535300	448632	Distribution	4,316.98	219000	79T27720	Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300	448632	Distribution	5,693.60	219000	79T27620	Tree Trimming - Customer # 025450
12393	CLYDE SNOW	Liability Insurance	636300	451150	Liability Claims/Deductible	7,500.00	219010	12142020	Agreement
1887	DAVIS COUNTY GOVERNMENT	Water	515100	431000	Profess & Tech Services	3,024.00	219016	IN0009013	Lab Fees and 42 Water Sampling Jul-Dec 2020
5281	DOMINION ENERGY UTAH	Police	104210	427000	Utilities	2,318.69	219021	12012020B	Acct # 3401140000
5281	DOMINION ENERGY UTAH	Water	515100	427000	Utilities	1,353.12	219021	12012020F	Acct # 9591363682
5281	DOMINION ENERGY UTAH	Light & Power	535300	448611	Natural Gas	13,475.91	219021	12012020I	Acct # 6056810000
5281	DOMINION ENERGY UTAH	Light & Power	535300	448613	Power Plant Operating Costs	1,432.72	219021	12012020J	Acct # 1067495449
2141	FARWEST LINE SPECIAL	Light & Power	535300	448632	Distribution	1,733.18	219026	319798	Work Gloves and Hooks - Customer # 511
2350	GREEN SOURCE, L.L.C.	Golf Course	555500	426000	Bldg & Grnd Suppl & Maint	2,120.00	219034	20233	Turf Supplies ENclave Funicide
2501	HOGAN & ASSOCIATES C	Legislative	454110	473100	Improv Other Than Bldgs	169,450.99	219039	20	Project Down Town Plaza- Work done in Nov.2020
12355	INSTRUMART	Light & Power	535300	448627	Echo Hydro Operating Costs	5,248.92	219047	IN577996	Paperless Recorder for Pineview - PO # 19628
12355	INSTRUMART	Light & Power	535300	448628	Pineview Hydro Operating Costs	5,248.92	219047	IN577996	Paperless Recorder for Pineview - PO # 19628
2658	ITRON, INC.	Light & Power	535300	448650	Meters	10,900.00	219050	574975	FCS Software for Remote Meter- Customer # 1480
2719	JMR CONSTRUCTION INC	Streets	104410	473400	Concrete Repairs	180,562.56	219051	12152020	Work Completed in November 2020
2719	JMR CONSTRUCTION INC	Water	515100	461300	Street Opening Expense	54,863.40	219051	12152020	Work Completed in November 2020
2886	LAKEVIEW ROCK PRODUCT	Water	515100	461300	Street Opening Expense	2,832.27	219057	388710	Road Base - Customer # BCTY07399
2886	LAKEVIEW ROCK PRODUCT	Water	515100	461300	Street Opening Expense	2,954.10	219057	388736	Road Base - Customer # BCTY07399
6766	MILE HIGH TURFGRASS,	Golf Course	555500	426100	Special Projects	1,593.00	219067	7873	Mini Quad Thatch Remover
3138	MIZUNO USA, INC.	Golf Course	555500	448240	Items Purchased - Resale	1,176.72	219069	6779481 RI	Golf Clubs - Customer Acct # 98653
3186	MOTOROLA	Police	104210	425200	Communication Equip Maint	7,265.78	219070	41294651	Subscriptions - Customer # 1000743551
3271	NETWIZE	Computer Maintenance	616100	429300	Computer Hardware	1,608.35	219074	20036	Dell Laptop for Greg R
5429	PERFORMANCE FORD LIN	Light & Power	535300	448635	Vehicles	2,997.03	219079	918451	Auto Service and Parts - Customer # 255315-W
5553	PURCELL TIRE AND SER	Sanitation	585800	425000	Equip Supplies & Maint	2,590.06	219083	2824725	Tires - Acct # 2801867
12356	RESONANCE TECHNOLOGY	Water	515100	431000	Profess & Tech Services	8,350.00	219087	12012020	Rehab Treatment - Minus Sales Tax (Exempt)
10586	ROCKY MOUNTAIN RECYC	Recycling	484800	431550	Recycling Collectn Service	11,361.50	219092	23947	Recycling Fees
3832	SALT LAKE MAILING &	Treasury	104143	429050	Util Billing Supplies	50,000.00	219094	12092020	Utility Bills, Mailing and Printing
3875	SEMI SERVICE INC	Streets	104410	474500	Machinery & Equipment	118,195.00	219097	W 133500	SnowPlow Dump Bed, Approved by Council

9934 TANNER LLC	Information Technology	104136	431000	Profess & Tech Services	21,500.00	219105	SIN018102	Comprehensive Network Security Audit
4229 TOM RANDALL DIST. CO	Streets	104410	425000	Equip Supplies & Maint	2,220.40	219109	0317405	Diesel Exhaust Fluid - Acct # 000275
4229 TOM RANDALL DIST. CO	Streets	104410	425000	Equip Supplies & Maint	14,610.90	219109	0317249	Fuel - Acct # 000275
4281 TWIN D INC.	Storm Water	494900	462400	Contract Equipment	4,476.25	219112	19944	Land Drain Cleaning
4281 TWIN D INC.	Storm Water	494900	462400	Contract Equipment	13,071.26	219112	19866	Municipal Flushing and Vacuuming
4450 VERIZON WIRELESS	Light & Power	535300	448641	Communication Equipment	1,738.50	219119	9868142348	Acct # 371517689-00001
12358 WADMAN CORPORATION	Streets	454410	472100	Buildings	67,794.40	219121	01	Street Dept Car Wash - Project # WC-20-103
11370 YOUNG POWERSPORTS	Parks	454510	474500	Machinery & Equipment	22,746.90	219131	12012020	Approved by Council, CARES ACT Winch & Plow
					TOTAL:			<u>830,721.41</u>

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid December 21, 2020**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
7666	AMERICAN CHILLER MEC	Police	104210 426000	Bldg & Grnd Suppl & Maint	3,313.37	219137	23819	Service work on the Cooling Tower
1164	ANIXTER, INC.	Light & Power	535300 448632	Distribution	1,022.00	219139	4718412-05	Mini Wedges
1164	ANIXTER, INC.	Light & Power	535300 448632	Distribution	1,022.00	219139	4747523-02	Mini Wedges
1164	ANIXTER, INC.	Light & Power	535300 448632	Distribution	2,044.00	219139	4771728-01	3" PVC End Caps and Mini Wedges
1183	ARBITRAGE COMPLIANCE	Light & Power	535300 483500	Arbitrage Compliance Fees	1,750.00	219141	1026954	ARBITRAGE REBATE CALCULATION 2010 Bonds
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,693.60	219143	80K90720	Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,693.60	219143	80K90820	Tree Trimming - Customer # 025450
12324	BOUNTIUL MAIN STREET	Redevelopment Agency	737300 426100	Special Projects	1,500.00	219154	12222020	Purchases for All Personal Property (Equipment)
1393	BTS LANDSCAPING PROD	Landfill	575700 462400	Contract Equipment	24,875.25	219155	113038	Tubgrinding
7212	ENTELLUS INC	Light & Power	535300 448632	Distribution	1,266.25	219179	51411	Easement - Project # 1190013.012
2164	FERGUSON ENTERPRISES	Water	515100 448400	Dist Systm Repair & Maint	6,057.16	219180	1138273	Repair Kits - Customer # 48108
2264	GATEWAY MAPPING, INC	Light & Power	535300 429300	Computer	9,622.18	219183	0139189	GIS Set up - Project # 50-19-055
2579	IDENTIFIX INC	Streets	104410 448000	Operating Supplies	1,428.00	219197	74940-21	12 Month Subscription - Customer ID 74940
2605	INTERFORM	Light & Power	535300 445202	Uniforms	1,366.18	219199	280484	Work and FR Shirts - Acct # 9334
8756	IRBY ELECTRICAL DIST	Light & Power	535300 445201	Safety Equipment	1,048.28	219202	5012113090.003	Class 2 Sleeves - Customer # 221694
5549	JRCA ARCHITECTS,INC	Legislative	454110 472100	Buildings	31,211.12	219206	18034-13	Project 18034 Bountiful City Hall Remodel
11558	NICHOLSON PROFESS	Legislative	454110 472100	Buildings	568,896.92	219227	1825-15	CITY HALL REMODEL
11558	NICHOLSON PROFESS	Legislative	454110 472100	Buildings	719,052.64	219227	1825-14	CITY HALL REMODEL
5553	PURCELL TIRE AND SER	Streets	104410 425000	Equip Supplies & Maint	1,491.09	219243	2825133	Tires - Acct # 2801867
3982	SOUTH DAVIS METRO FI	Fire	104220 431000	Profess & Tech Services	535,676.00	219255	12072020	3rd QUARTER FIRE IMPACT FEES
4341	UTAH ASSOCIATED MUNI	Light & Power	53 213130	UAMPS Annualized Accrual	845,461.58	219277	12222020	November 2020 payment for Power Resources
5000	U.S. BANK CORPORATE	Legislative	104110 461000	Miscellaneous Expense	1,035.00	219270	12102020SA	OfficeChocolates,Donuts Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Police	104210 422000	Public Notices	1,092.11	219270	12102020TR	X-mas Lunch - Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Police	104210 445100	Public Safety Supplies	1,538.94	219270	12102020TK	APCO Train,OfficeSup- Acct# 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Streets	104410 425000	Equip Supplies & Maint	2,147.22	219270	12102020JE	Generator,Fuel,Misc- Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Engineering	104450 425000	Equip Supplies & Maint	1,030.69	219270	12102020LC	UCLSmember,APWA,Storage-Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Parks	104510 426000	Bldg & Grnd Suppl & Maint	3,692.33	219270	12102020BH	Park,Trail Supplies - Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Water	515100 448000	Operating Supplies	1,261.46	219270	12102020MS	WorkLunch,Boots,Coat- Acct #4246-0445-5571-8851
5322	UCS WIRELESS	Light & Power	535300 448641	Communication Equipment	1,500.00	219271	78444	Radio Software Upgrade
4307	UNITED SERVICE & SAL	Parks	104510 425000	Equip Supplies & Maint	5,508.68	219273	53470	Toro High Flow Hydraulics - Customer # 100545
8518	VCBO ARCHITECTURE	Legislative	454110 473100	Improv Other Than Bldgs	5,850.00	219280	20210-5	Professional Services from Nov.2020 Park Monument
					TOTAL:			<u>2,794,147.65</u>

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid December 28, 2020**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
1035	ADS, LLC	Light & Power	535300 448629	Pineview Hydro Major Repairs	42,340.00	219287	53709.121820	Flow Meter Consoles for Pineview Hydro
1142	AMERICOM TECHNOLOGY	Light & Power	535300 474830	CIP 13 Dist Sys Feeder #272	20,849.45	219288	1126-18	REBUILD FEEDER
5337	ASPEN TITLE	Redevelopment Agency	737300 471100	Land	10,000.00	219289	12/24/2020	Earnest money for property purchase (55 E 300 S)
2356	GREENE'S, INC.	Streets	104410 473400	Concrete Repairs	7,692.02	219302	637021	Windstorm Repairs to 900 N LDS Parking Lot
11059	INTELLIRENT	Light & Power	535300 448639	Substation	1,253.87	219307	OR84176-01	RENT MEGGER
3225	MYERS POWER PRODUCTS	Light & Power	535300 448639	Substation	5,565.00	219318	W-86761	3 sets for Central & SE Substations
12436	RENEGADE SPORTS	Parks	454510 474500	Machinery & Equipment	10,412.25	219326	41710	2021 Kawasakis, approved to purchase and reimburse
4064	STEVE REGAN CO	Parks	454510 474500	Machinery & Equipment	1,457.80	219330	1175260	60-gal ATV Trailer Sprayer
TOTAL:					<u>99,570.39</u>			



# City Council Staff Report

**Subject:** November 2020 Financial Reports  
**Author:** Tyson Beck, Finance Director  
**Department:** Finance  
**Date:** January 12, 2021



---

## **Background**

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

## **Analysis**

Data within the reports and graphs presented provide detail of revenue, expense, and budget results for the associated period. Additional revenue and expense graphs are provided that give comparative data for FY2021 through November as compared to the past three fiscal year periods through that same timeframe.

## **Department Review**

These reports were prepared and reviewed by the Finance Department.

## **Significant Impacts**

The FY2021 budget portion of these reports is the originally adopted FY2021 budget approved by the City Council in June of 2020.

## **Recommendation**

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

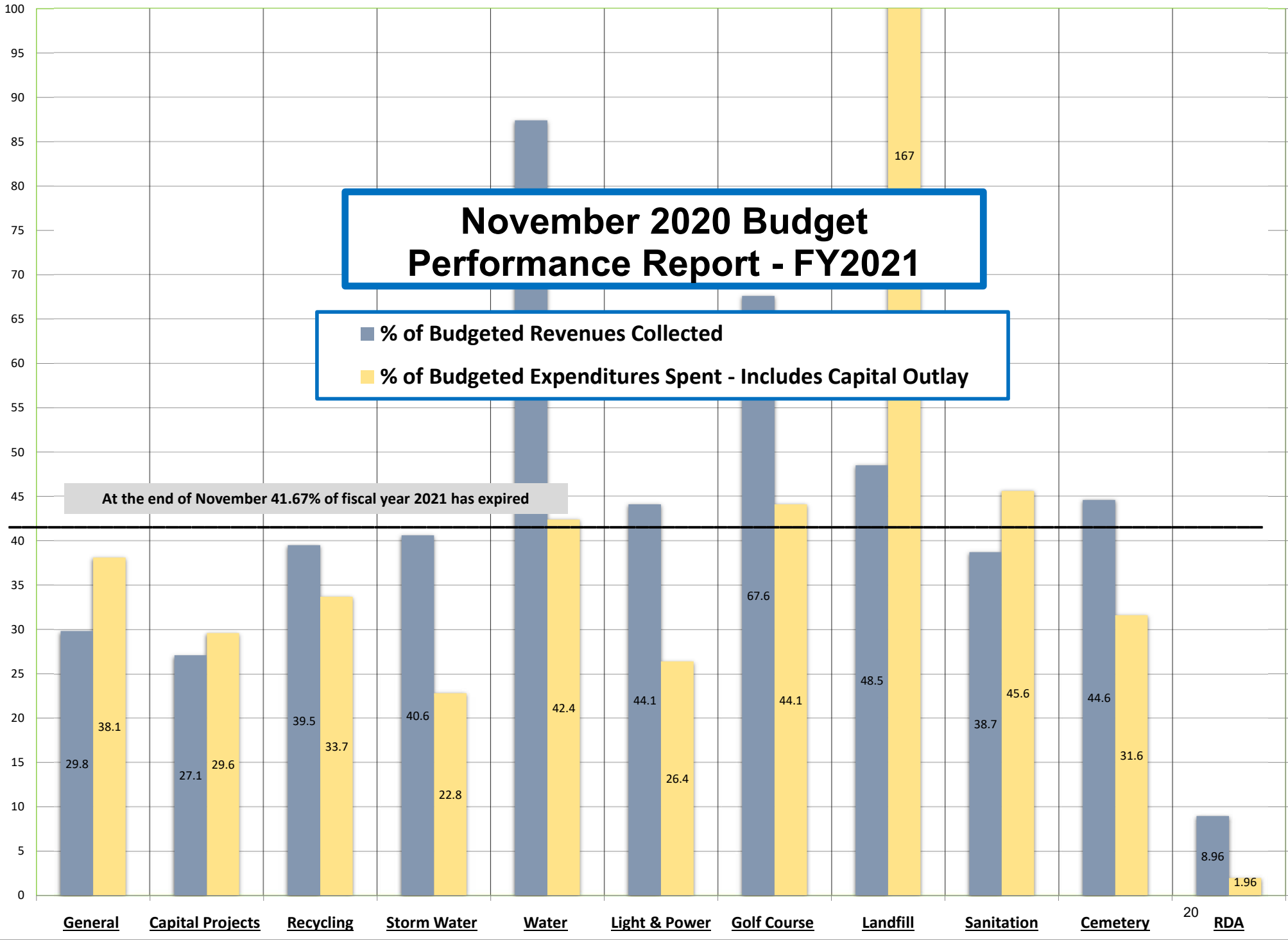
## **Attachments**

- November 2020 Revenue & Expense Report – Fiscal 2021 YTD

# November 2020 Budget Performance Report - FY2021

■ % of Budgeted Revenues Collected  
 ■ % of Budgeted Expenditures Spent - Includes Capital Outlay

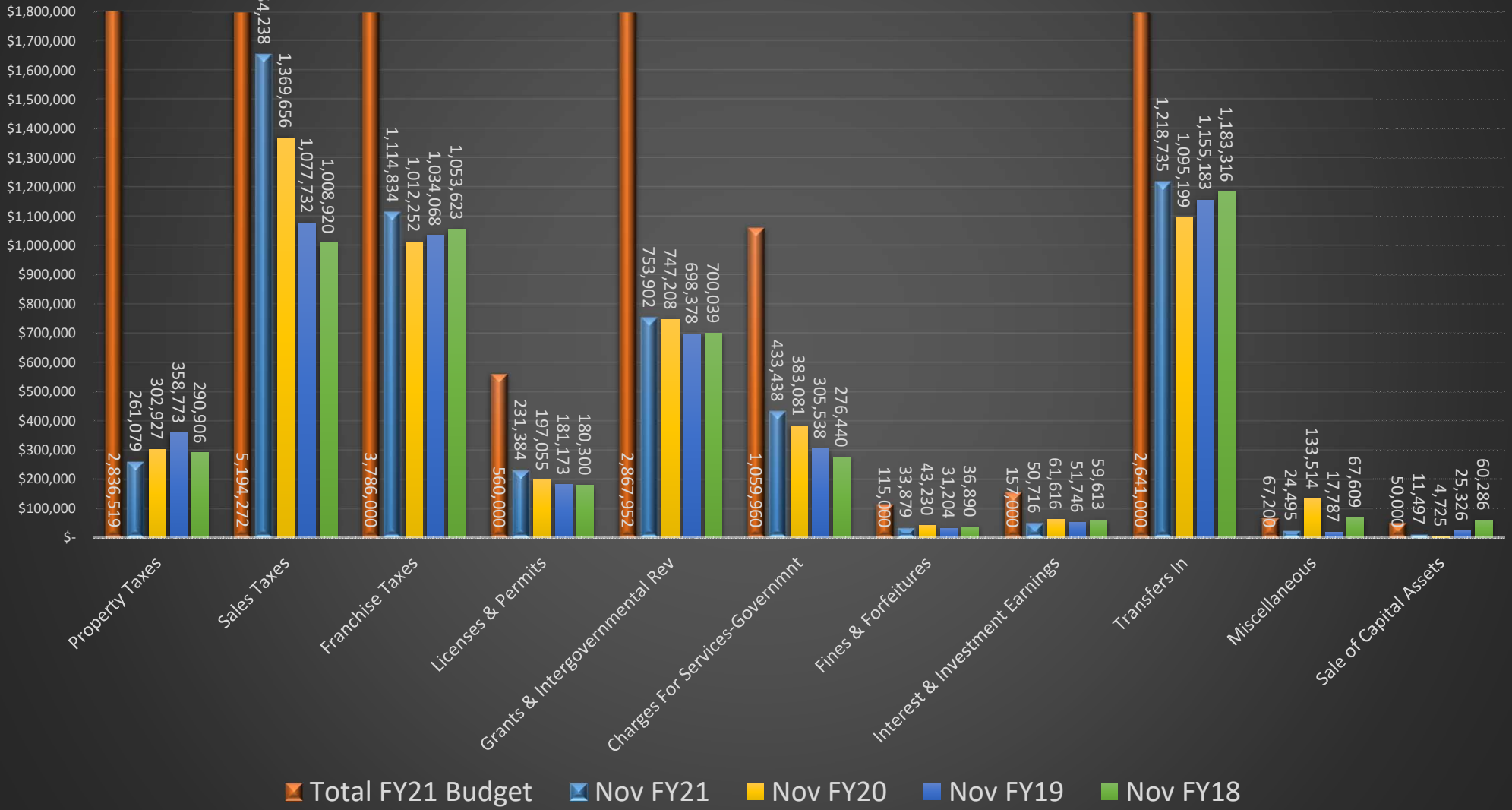
At the end of November 41.67% of fiscal year 2021 has expired



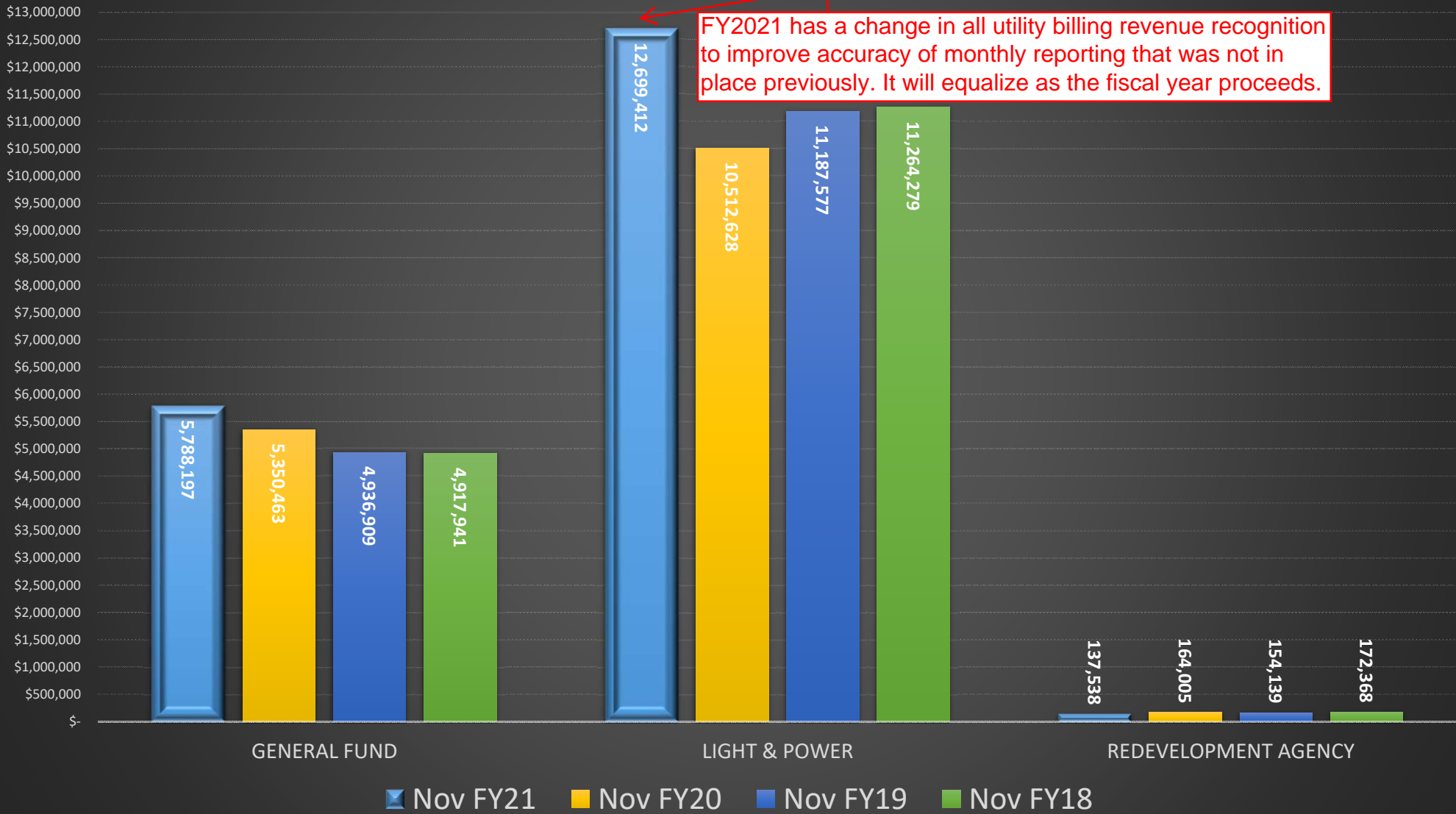


## General Fund Detailed Revenues - November 2020

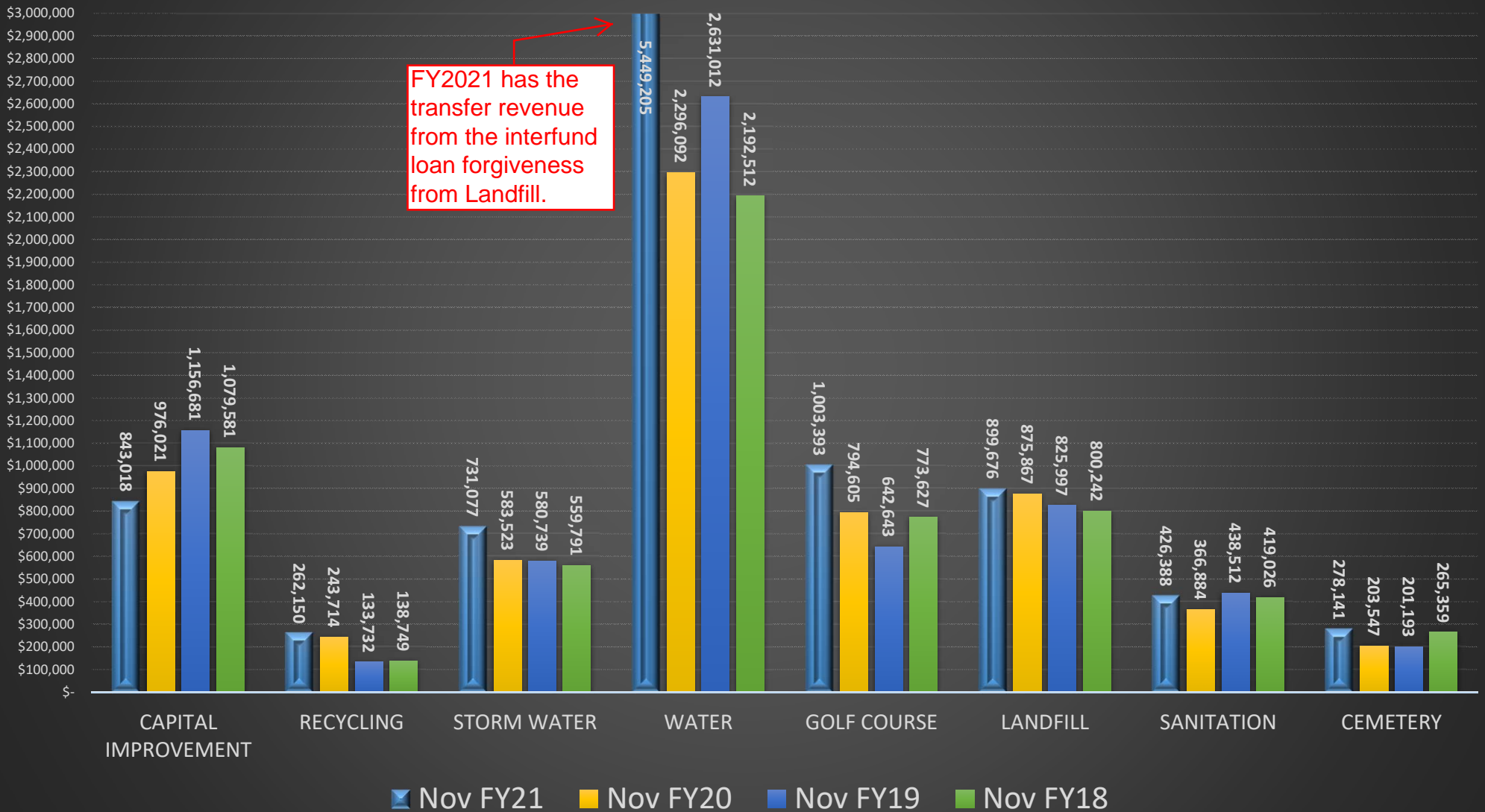
### YTD Revenues (Fiscal Year 2021) Compared to the FY2021 Total Budget and the Revenues of the Same Timeframe of the Past Three Fiscal Years



# November 2020 YTD Revenues (Fiscal 2021) Compared to The Revenues of Same Timeframe of the Past Three Fiscal Years



## November 2020 YTD Revenues (Fiscal 2021) Compared to The Revenues of Same Timeframe of the Past Three Fiscal Years



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City of Bountiful, UT  
NOVEMBER 2020 YTD REVENUES - FY2021

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FOR 2021 05

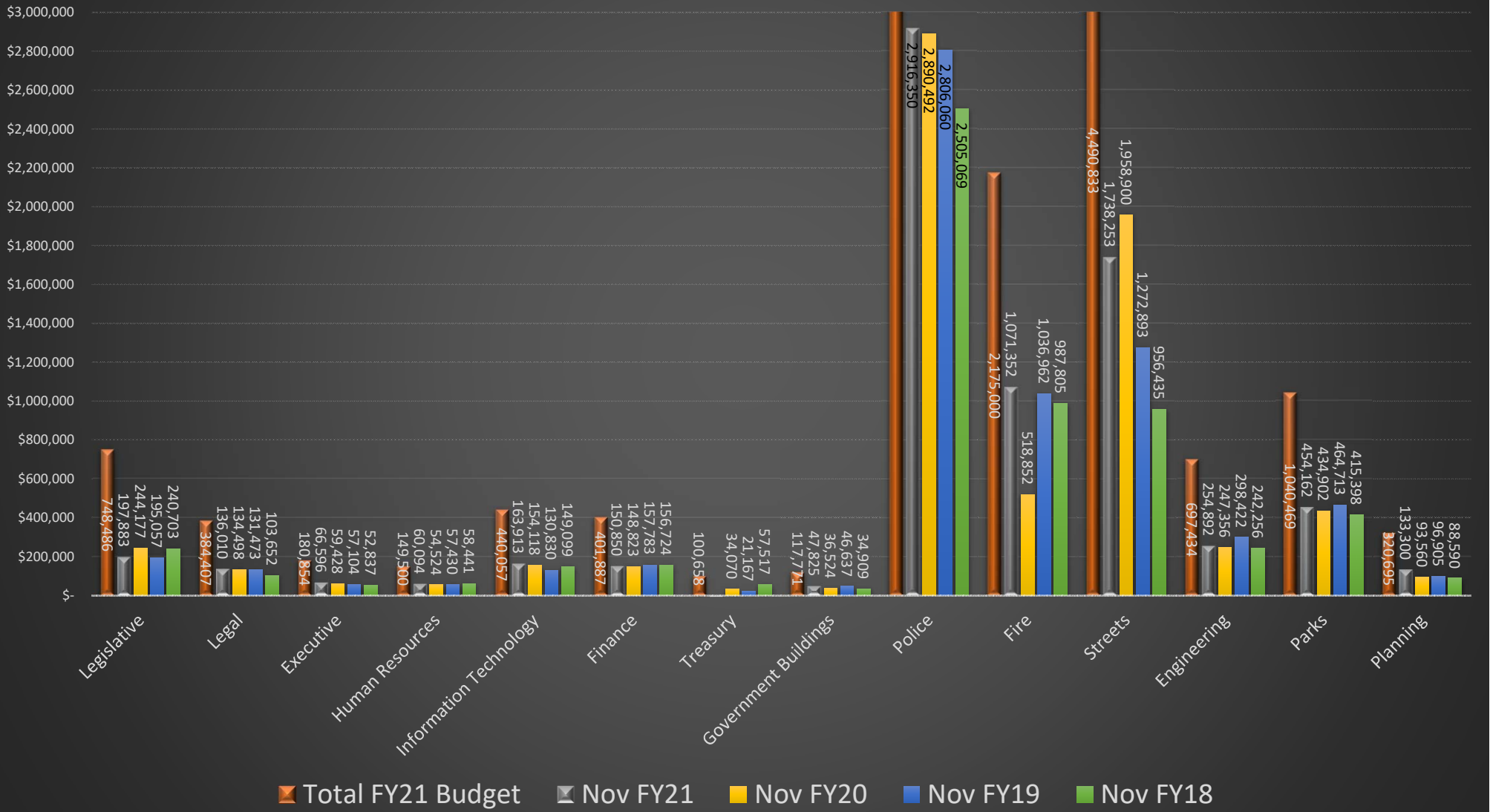
JOURNAL DETAIL 2021 1 TO 2021 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND	-19,404,903	-19,404,903	-5,788,196.95	-1,699,769.52	.00	-13,616,706.05	29.8%
30 DEBT SERVICE	-400	-400	-90.27	-17.60	.00	-309.73	22.6%
44 MUNICIPAL BUILDING AUTHORITY	-6,000	-6,000	-1,572.96	-306.82	.00	-4,427.04	26.2%
45 CAPITAL IMPROVEMENT	-3,110,185	-3,110,185	-843,017.85	-330,346.78	.00	-2,267,167.15	27.1%
48 RECYCLING	-663,256	-663,256	-262,150.30	-54,348.08	.00	-401,105.70	39.5%
49 STORM WATER	-1,802,265	-1,802,265	-731,076.68	-154,619.52	.00	-1,071,188.32	40.6%
51 WATER	-6,238,000	-6,238,000	-5,449,205.42	-443,100.23	.00	-788,794.58	87.4%
53 LIGHT & POWER	-28,818,513	-28,818,513	-12,699,412.32	-2,109,664.44	.00	-16,119,100.68	44.1%
55 GOLF COURSE	-1,484,500	-1,484,500	-1,003,393.18	-54,872.78	.00	-481,106.82	67.6%
57 LANDFILL	-1,854,000	-1,854,000	-899,675.53	-157,387.79	.00	-954,324.47	48.5%
58 SANITATION	-1,102,400	-1,102,400	-426,387.63	-90,670.45	.00	-676,012.37	38.7%
59 CEMETERY	-623,300	-623,300	-278,140.99	-80,797.52	.00	-345,159.01	44.6%
61 COMPUTER MAINTENANCE	-54,294	-54,294	-49,494.52	-71.58	.00	-4,799.48	91.2%
63 LIABILITY INSURANCE	-421,915	-421,915	-422,454.66	-1,472.60	.00	539.66	100.1%
64 WORKERS' COMP INSURANCE	-318,727	-318,727	-116,788.06	-24,650.70	.00	-201,938.94	36.6%
72 RDA REVOLVING LOAN FUND	-284,730	-284,730	-117,633.13	-21,622.76	.00	-167,096.87	41.3%
73 REDEVELOPMENT AGENCY	-1,250,617	-1,250,617	-19,904.44	-3,521.39	.00	-1,230,712.56	1.6%
74 CEMETERY PERPETUAL CARE	-99,000	-99,000	-46,229.18	-9,273.96	.00	-52,770.82	46.7%
78 LANDFILL CLOSURE	-20,000	-20,000	-2,125.11	-377.56	.00	-17,874.89	10.6%
83 RAP TAX	-621,942	-621,942	-170,808.81	-65,336.09	.00	-451,133.19	27.5%
92 OPEB TRUST	0	0	-3,710.01	-289.65	.00	3,710.01	100.0%
99 INVESTMENT	0	0	-203,809.39	6,979.37	.00	203,809.39	100.0%
GRAND TOTAL	-68,178,947	-68,178,947	-29,535,277.39	-5,295,538.45	.00	-38,643,669.61	43.3%

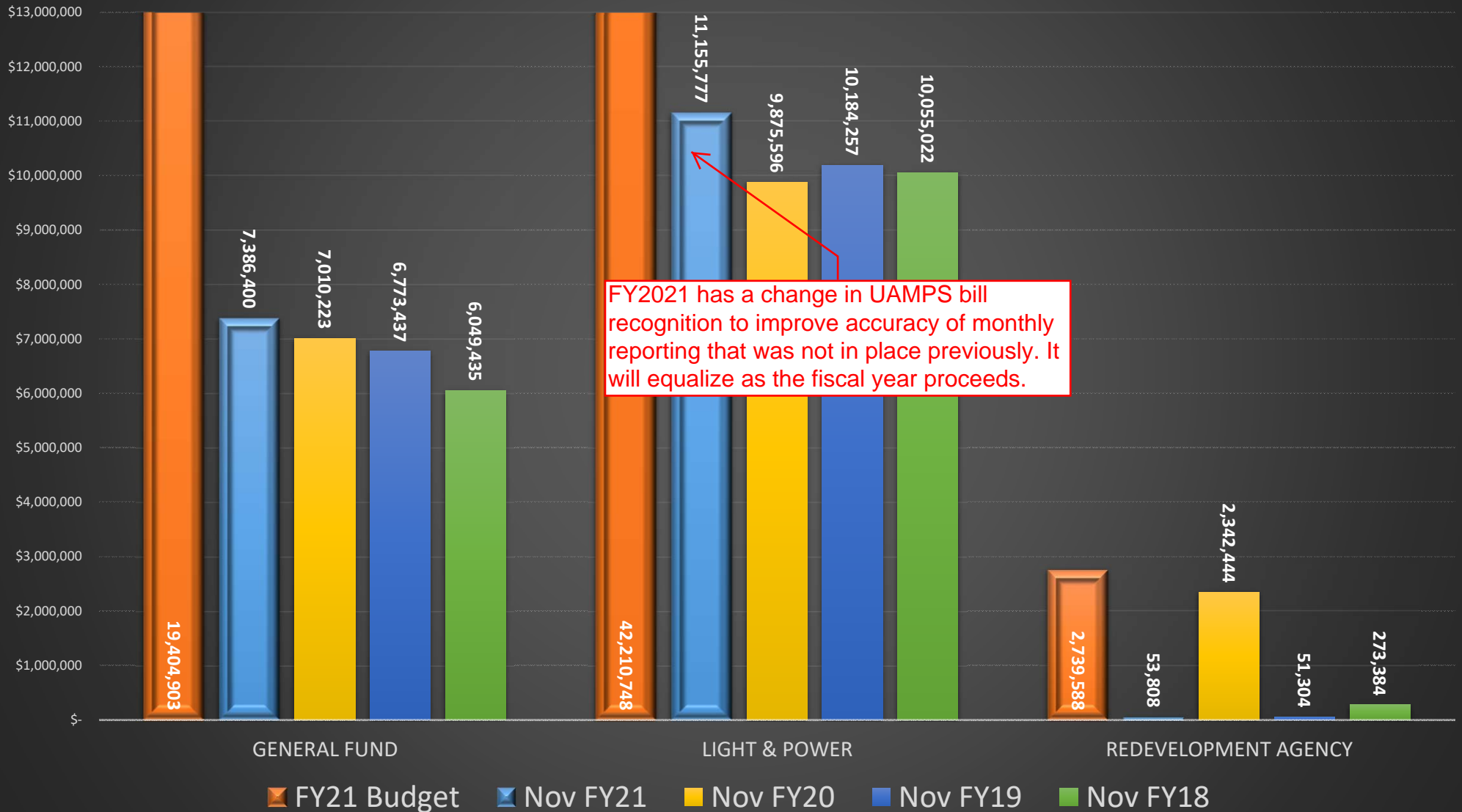
\*\* END OF REPORT - Generated by Tyson Beck \*\*

## General Fund Detailed Expenditures - November 2020

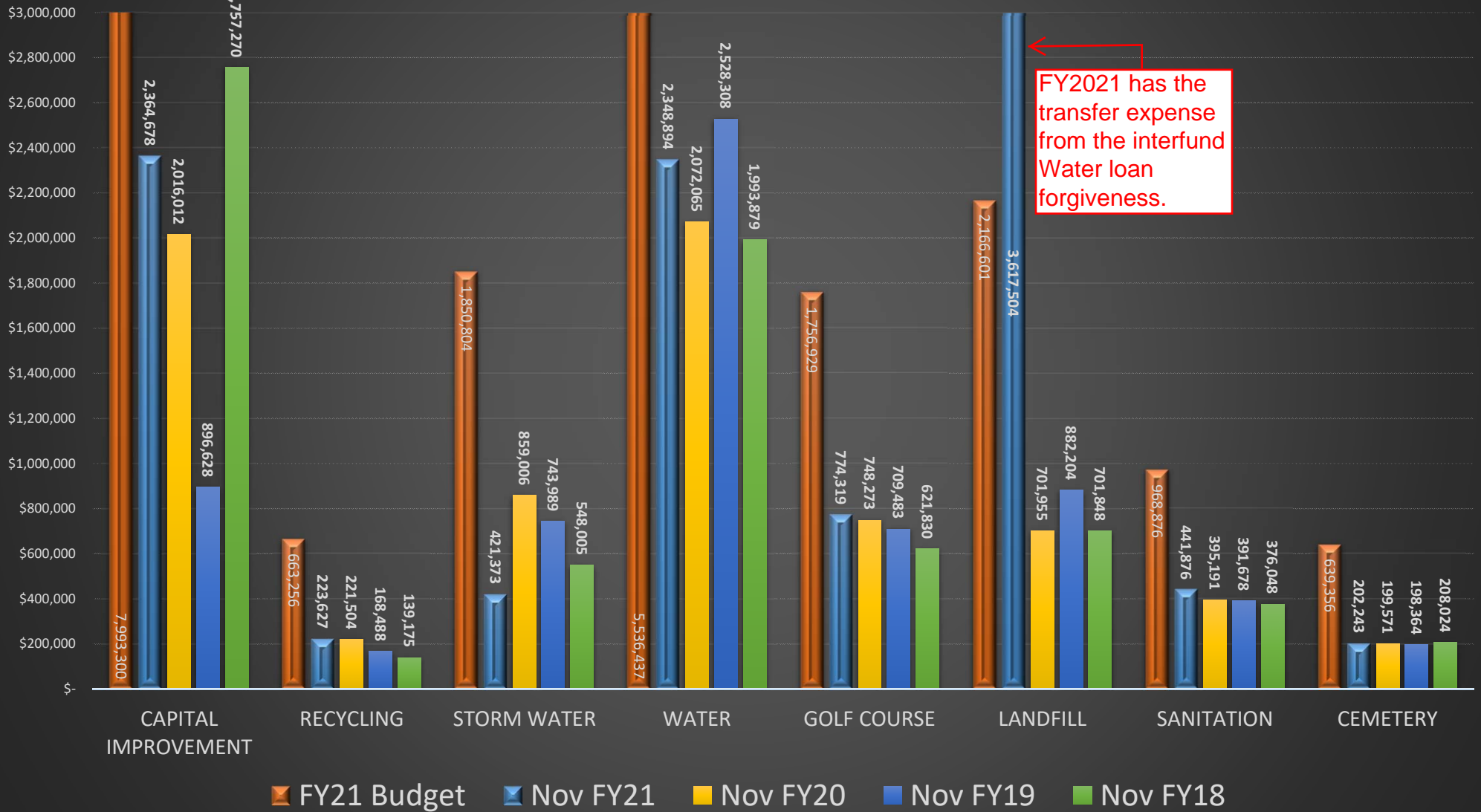
Fiscal 2021 YTD Expenditures Compared to the Fiscal 2021 Total Budget and the Expenditures of the Same Timeframe of the Past Three Fiscal Years



## November 2020 YTD (Fiscal 2021) Expenses Compared to the Expenses of the Same Timeframe of the Past Three Fiscal Years



## November 2020 YTD (Fiscal 2021) Expenses Compared to the Expenses of the Same Timeframe of the Past Three Fiscal Years



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City of Bountiful, UT  
NOVEMBER 2020 YTD EXPENSES - FY2021

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FOR 2021 05

JOURNAL DETAIL 2021 1 TO 2021 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
10 GENERAL FUND							
4110 Legislative	748,486	748,486	197,883.03	53,546.06	.00	550,602.97	26.4%
4120 Legal	384,407	384,407	136,009.67	30,978.94	.00	248,397.33	35.4%
4130 Executive	180,854	180,854	66,595.97	22,149.44	.00	114,258.03	36.8%
4134 Human Resources	149,500	149,500	60,093.84	9,282.17	.00	89,406.16	40.2%
4136 Information Technology	440,057	440,057	163,912.55	47,778.30	.00	276,144.45	37.2%
4140 Finance	401,887	401,887	150,850.12	39,441.65	.00	251,036.88	37.5%
4143 Treasury	100,658	100,658	-5,080.40	1,646.77	.00	105,738.40	-5.0%
4160 Government Buildings	117,771	117,771	47,825.01	10,009.02	.00	69,945.99	40.6%
4210 Police	7,004,137	7,004,137	2,502,814.89	545,548.28	.00	4,501,322.11	35.7%
4215 Reserve Officers	10,000	10,000	142.97	.00	.00	9,857.03	1.4%
4216 Crossing Guards	151,049	151,049	34,315.49	11,754.50	.00	116,733.51	22.7%
4217 PROS	360,364	360,364	122,244.32	27,846.99	.00	238,119.68	33.9%
4218 Liquor Control	36,302	36,302	8,000.43	3,419.33	.00	28,301.57	22.0%
4219 Enhanced 911	595,000	595,000	248,832.33	40,682.43	.00	346,167.67	41.8%
4220 Fire	2,175,000	2,175,000	1,071,352.00	.00	.00	1,103,648.00	49.3%
4410 Streets	4,490,833	4,490,833	1,738,253.44	270,879.32	.00	2,752,579.56	38.7%
4450 Engineering	697,434	697,434	254,892.35	53,274.41	.00	442,541.65	36.5%
4510 Parks	1,040,469	1,040,469	454,162.36	116,358.14	.00	586,306.64	43.6%
4610 Planning	320,695	320,695	133,300.06	30,892.30	.00	187,394.94	41.6%
TOTAL GENERAL FUND	19,404,903	19,404,903	7,386,400.43	1,315,488.05	.00	12,018,502.57	38.1%
<hr/>							
30 DEBT SERVICE							
4710 Debt Sevice	25	25	5.71	1.11	.00	19.29	22.8%
TOTAL DEBT SERVICE	25	25	5.71	1.11	.00	19.29	22.8%
<hr/>							
44 MUNICIPAL BUILDING AUTHORITY							
4110 Legislative	253	253	102.07	20.21	.00	150.93	40.3%
TOTAL MUNICIPAL BUILDING AUTHORITY	253	253	102.07	20.21	.00	150.93	40.3%
<hr/>							
45 CAPITAL IMPROVEMENT							



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City of Bountiful, UT  
NOVEMBER 2020 YTD EXPENSES - FY2021

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FOR 2021 05		JOURNAL DETAIL 2021 1 TO 2021 5						
45	CAPITAL IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4110	Legislative	3,590,800	3,590,800	1,610,545.10	945,311.15	.00	1,980,254.90	44.9%
4140	Finance	41,000	41,000	12,011.59	1,507.36	.00	28,988.41	29.3%
4160	Government Buildings	0	0	49,636.00	.00	.00	-49,636.00	100.0%
4210	Police	432,000	432,000	.00	.00	.00	432,000.00	.0%
4410	Streets	3,774,500	3,774,500	681,529.77	120,915.00	.00	3,092,970.23	18.1%
4450	Engineering	20,000	20,000	.00	.00	.00	20,000.00	.0%
4510	Parks	135,000	135,000	10,956.00	10,956.00	.00	124,044.00	8.1%
	TOTAL CAPITAL IMPROVEMENT	7,993,300	7,993,300	2,364,678.46	1,078,689.51	.00	5,628,621.54	29.6%
<hr/>								
48	RECYCLING							
4800	Recycling	663,256	663,256	223,627.36	54,123.03	.00	439,628.64	33.7%
	TOTAL RECYCLING	663,256	663,256	223,627.36	54,123.03	.00	439,628.64	33.7%
<hr/>								
49	STORM WATER							
4900	Storm Water	1,850,804	1,850,804	421,372.95	55,631.47	.00	1,429,431.05	22.8%
	TOTAL STORM WATER	1,850,804	1,850,804	421,372.95	55,631.47	.00	1,429,431.05	22.8%
<hr/>								
51	WATER							
5100	Water	5,536,437	5,536,437	2,348,894.26	439,733.16	.00	3,187,542.74	42.4%
	TOTAL WATER	5,536,437	5,536,437	2,348,894.26	439,733.16	.00	3,187,542.74	42.4%
<hr/>								
53	LIGHT & POWER							
5300	Light & Power	42,210,748	42,210,748	11,155,776.81	2,145,320.99	.00	31,054,971.19	26.4%
	TOTAL LIGHT & POWER	42,210,748	42,210,748	11,155,776.81	2,145,320.99	.00	31,054,971.19	26.4%
<hr/>								
55	GOLF COURSE							

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City of Bountiful, UT  
NOVEMBER 2020 YTD EXPENSES - FY2021

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FOR 2021 05		JOURNAL DETAIL 2021 1 TO 2021 5						
55	GOLF COURSE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5500	Golf Course	1,756,929	1,756,929	774,319.05	172,187.79	.00	982,609.95	44.1%
	TOTAL GOLF COURSE	1,756,929	1,756,929	774,319.05	172,187.79	.00	982,609.95	44.1%
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57	LANDFILL							
5700	Landfill	2,166,601	2,166,601	3,617,504.09	170,363.49	.00	-1,450,903.09	167.0%
	TOTAL LANDFILL	2,166,601	2,166,601	3,617,504.09	170,363.49	.00	-1,450,903.09	167.0%
<hr/>								
58	SANITATION							
5800	Sanitation	968,876	968,876	441,876.12	131,646.06	.00	526,999.88	45.6%
	TOTAL SANITATION	968,876	968,876	441,876.12	131,646.06	.00	526,999.88	45.6%
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59	CEMETERY							
5900	Cemetery	639,356	639,356	202,242.94	54,840.23	.00	437,113.06	31.6%
	TOTAL CEMETERY	639,356	639,356	202,242.94	54,840.23	.00	437,113.06	31.6%
<hr/>								
61	COMPUTER MAINTENANCE							
6100	Computer Maintenance	72,117	72,117	14,630.63	12,296.57	.00	57,486.37	20.3%
	TOTAL COMPUTER MAINTENANCE	72,117	72,117	14,630.63	12,296.57	.00	57,486.37	20.3%
<hr/>								
63	LIABILITY INSURANCE							
6300	Liability Insurance	601,162	601,162	464,164.94	16,488.16	.00	136,997.06	77.2%
	TOTAL LIABILITY INSURANCE	601,162	601,162	464,164.94	16,488.16	.00	136,997.06	77.2%
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64	WORKERS' COMP INSURANCE							

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City of Bountiful, UT  
NOVEMBER 2020 YTD EXPENSES - FY2021

P 4  
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FOR 2021 05		JOURNAL DETAIL 2021 1 TO 2021 5						
64	WORKERS' COMP INSURANCE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6400	Workers' Comp Insurance	309,038	309,038	211,339.64	27,414.89	.00	97,698.36	68.4%
	TOTAL WORKERS' COMP INSURANCE	309,038	309,038	211,339.64	27,414.89	.00	97,698.36	68.4%
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72	RDA REVOLVING LOAN FUND							
7200	RDA Revolving Loans	502,200	502,200	929.40	182.79	.00	501,270.60	.2%
	TOTAL RDA REVOLVING LOAN FUND	502,200	502,200	929.40	182.79	.00	501,270.60	.2%
<hr/>								
73	REDEVELOPMENT AGENCY							
7300	Redevelopment Agency	2,237,388	2,237,388	52,878.76	11,980.51	.00	2,184,509.24	2.4%
	TOTAL REDEVELOPMENT AGENCY	2,237,388	2,237,388	52,878.76	11,980.51	.00	2,184,509.24	2.4%
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74	CEMETERY PERPETUAL CARE							
7400	Cemetery Perpetual Care	1,390	1,390	624.14	127.79	.00	765.86	44.9%
	TOTAL CEMETERY PERPETUAL CARE	1,390	1,390	624.14	127.79	.00	765.86	44.9%
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83	RAP TAX							
8300	RAP Tax	878,451	878,451	59,787.18	2,017.01	.00	818,663.82	6.8%
	TOTAL RAP TAX	878,451	878,451	59,787.18	2,017.01	.00	818,663.82	6.8%
<hr/>								
92	OPEB TRUST							
9200	OPEB Trust	0	0	14,033.59	2,807.49	.00	-14,033.59	100.0%
	TOTAL OPEB TRUST	0	0	14,033.59	2,807.49	.00	-14,033.59	100.0%
	GRAND TOTAL	87,793,234	87,793,234	29,755,188.53	5,691,360.31	.00	58,038,045.47	33.9%

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# City Council Staff Report



**Subject:** Appointment to the Power Commission  
**Author:** Gary Hill, City Manager and Shawna Andrus, City Recorder  
**Date:** 12 January 2021

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## **Background**

Mr. Paul Summers has been serving on the Power Commission and would like to continue. Mr. Summers has served on the Power Commission from 2003 to 2006 and was reappointed in 2013 and 2017. He is currently retired and has a Bachelor of Science degree from the University of Utah in Civil Engineering. Mr. Summers would serve another four-year term until December of 2024.

## **Analysis**

Mr. Summers has served well on the Power Commission and indicated he would like to continue his service.

## **Department Review**

The review was completed by the City Manager.

## **Significant Impacts**

None

## **Recommendation**

It is recommended that the Council approve the appointment of Mr. Paul Summers as a member of the Power Commission for a four-year term, ending December 31, 2024.

## **Attachments**

None



# City Council Staff Report



**Subject:** Amendment to the Land Use Code to Permit Temporary Sales Offices in Trailers Located in Residential Zones  
**Author:** Francisco Astorga, AICP, Planning Director  
**Department:** Planning  
**Date:** January 12, 2021

## **Background**

The Applicant, Shawn Poor on behalf of Brighton Homes, submitted an application to amend the Land Use Code to allow temporary sales offices in trailers in residential zones for the duration of the construction of a residential project with the trailer being removed within 30 days after substantial completion. Currently Land Use Code § 14-17-114(3) expressly prohibits temporary sales offices in trailers.

During the December 1, 2020 Planning Commission meeting, the Commission reviewed the proposal and held a public hearing. The Commission debated the proposal as Staff recommended to forward a negative recommendation due to lack of recognized compelling findings to change the code. The Planning Commission voted 4-3 to forward a negative recommendation to the City Council.

During the December 8, 2020 City Council meeting, the Council reviewed the proposal and held a public hearing. The Council debated the proposal and was inclined to entertain the request based on criteria to be added to the Code to mitigate possible negative impacts associated with the proposed use. Staff recommended making the temporary sales offices within trailers a conditional use. Council listed impacts that should be considered when creating a new standard which included the size and number of units within the associated residential development, possible traffic impacts, and possible timing/duration. Council voted 5-0 to continue the item to the January 12, 2021 meeting to allow staff to work on specific language.

## **Analysis**

Based on the direction provided by Council, Staff recommends amending the Code allowing temporary sales offices located in a trailer or other portable structure as a conditional use with the following language added to the code:

- One (1) temporary sales office, including a model home or unit, is to be allowed per development under construction, and is to be limited to a new multi-family dwelling development with a minimum of two (2) acres or a new single-family dwelling development consisting of a minimum of eight (8) lots/units.

- May not be constructed or installed until a valid building permit and Conditional Use Permit is granted by the City.
- Temporary sales offices are subject to the following physical standards:
  1. Shall not diminish any parking of the development.
  2. Shall not impede pedestrian circulation, emergency access, or any other public safety measure.
  3. Shall not be placed over required landscaping areas.
  4. Shall not exceed ten feet (10) feet by eighteen (18) feet.
  5. Shall meet all required setbacks of the approved development.
  6. Shall not exceed more than one (1) story.
- Temporary sales offices are to be removed from the site once fifty percent (50%) of the units receive a certificate of occupancy and in no case shall remain for a period longer than six (6) months.
- No recreational vehicles or shipping containers are to be used.
- Temporary sales offices are to comply with all applicable codes, including the American with Disabilities Act (ADA).

**Department Review**

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

**Significant Impacts**

The proposed text amendment creates a standard for the proposed use that can be mitigated by the administrative Conditional Use Permit process. Standards applicable to conditional uses include all the requirements of the Land Use Code, and considers:

1. The location of the proposed use in relationship to other existing uses in the general vicinity.
2. The effects of the proposed use and/or accompanying improvements on existing developments in the general vicinity.
3. The appropriate buffering of uses and buildings, proper parking and traffic circulation, and the use of building materials and landscaping which are in harmony with the area.

**Recommendation**

Staff recommends that the City Council hold a public hearing, review the proposed Land Use Code Text Amendment, and approve the drafted Ordinance.

**Attachments**

1. Draft Ordinance No. 2021-02 – Temporary Sales Offices in Trailers
2. Applicant’s Application and Narrative





**MAYOR**  
Randy C. Lewis

**CITY COUNCIL**  
Millie Segura Bahr  
Kate Bradshaw  
Kendalyn Harris  
Richard Higginson  
Chris R. Simonsen

**CITY MANAGER**  
Gary R. Hill

# **BOUNTIFUL**

## **Bountiful City Draft Ordinance No. 2021-02**

### **An Ordinance amending Section 14-17-113 and 14-17-114 of the Land Use Code related to temporary sales office in trailers in Residential Zones**

#### **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. An applicant submitted to the City an application to amend the Bountiful City Land Use Code related to temporary sales office in trailers in Residential Zones; and
3. The Planning Commission of Bountiful City held a public hearing on this Ordinance on December 1, 2020, reviewed the requested item, and forwarded a recommendation to the City Council; and
4. The City Council of Bountiful City held a public hearing on this Ordinance on December 8, 2020 and January 12, 2021, and after receiving and considering input from Staff, the Planning Commission, and the public, the Council finds it in the best interests of the health, safety, and welfare of the City to adopt the requested amendment.

#### **NOW THEREFORE, be it ordained by the City Council of Bountiful, Utah:**

**SECTION 1.** Section 14-17-113 and 14-17-114 of the Bountiful City Land Use Code (Title 14 of the Bountiful City Code) is hereby amended as follows:

#### **14-17-113 GENERAL STANDARDS FOR TEMPORARY AND SEASONAL USES**

The following regulations establish the time, place, and manner in which uses that are temporary or seasonal in nature may occur. A temporary or seasonal use has no inherent rights within the zone in which it may be located, other than the terms and conditions of an approved permit, and the City may deny a proposed temporary or seasonal use for non-compliance with this Title. Temporary and seasonal uses are not permitted or conditional uses, except as specifically set

forth in this Chapter, although the City may follow the same public hearing or noticing process. Temporary uses shall not exceed one hundred twenty (120) continuous days in length and shall not involve the erection of any substantial structure or require any other permanent commitment of the land, except as specifically set forth in this Chapter. All temporary and seasonal uses shall comply with the following:

[...]

#### 14-17-114 USES, SPECIFIC STANDARDS AND TIME LIMITS

A. Residential Zones. Temporary uses in single-family and multiple-family residential zones shall comply with the general standards, and are limited to the uses specified below:

1. Hours of operation shall be limited to the hours between 8:00 a.m. and 8:00 p.m.
2. Temporary sales offices shall be located in the subdivision where lots are being sold or in the apartment complex or planned unit development where units are being sold or leased.
3. ~~Temporary sales offices in trailers.~~ Temporary sales offices located in a trailer or other portable structure for the sale or lease of property in a subdivision, an apartment complex, or planned unit development is ~~prohibited~~ is a conditional use subject to the Bountiful City Land Use Code Chapter 2, Part 5 – Conditional Uses. Once a residential development receives final approval, an applicant may submit a Conditional Use Permit application for a temporary sales office located in a trailer or other portable structure, subject to the following:
  - i. One (1) temporary sales office, including a model home or unit, is allowed per development under construction, and is limited to a new multi-family dwelling development with a minimum of two (2) acres or a new single-family dwelling development consisting of a minimum of eight (8) lots/units.
  - ii. A temporary sales office may not be constructed or installed until a valid building permit and Conditional Use Permit is granted by the City.
  - iii. Temporary sales offices are subject to the following physical standards:
    1. Shall not diminish any parking of the development.
    2. Shall not impede pedestrian circulation, emergency access, or any other public safety measure.
    3. Shall not be placed over required landscaping areas.

4. Shall not exceed ten feet (10) feet by eighteen (18) feet.
  5. Shall meet all required setbacks of the approved development.
  6. Shall not exceed more than one (1) story.
- iv. Temporary sales offices shall be removed from the site once fifty percent (50%) of the units receive a certificate of occupancy and in no case shall remain for a period longer than six (6) months.
  - v. No recreational vehicles or shipping containers shall be used for this purpose.
  - vi. A temporary sales office shall comply with all applicable Codes and regulations, including but not limited to, the Davis County Health Code, the Fire Code, the international Building Code, ADA, etc.
4. Temporary sales offices in a model home or unit for the sale or lease of property in a subdivision, apartment complex, or planned unit development may be used until the last lot or unit in the development is sold and closed. If the office is located in the area of the home intended for a garage, any alterations made to accommodate the office shall be removed, and the space shall be converted to the function as a garage upon termination of the temporary office.
  5. Construction trailers incidental to a specific construction project may be located on the site of such a project. The trailer may remain for the duration of the project and shall be removed within thirty (30) days after substantial completion of the project. Storage of construction and related material and debris shall not be permitted in the public right-of-way. Temporary offices housed within construction trailers wherein a business or service for others is transacted are prohibited. Examples of such uses are Accountant, Architect, Insurance Sales, Medical and Dental, Real Estate Sales, etc.
  6. Fairs, carnivals, rodeos, live entertainment and other major public gatherings and fund-raising events or promotional events may be permitted for up to three (3) consecutive days at a site with an existing public or quasi-public use. Two such events per sponsor may be permitted per calendar year.

[...]

**SECTION 2.** This ordinance shall take effect immediately upon passage.

**Adopted by the City Council of Bountiful, Utah, this 12<sup>th</sup> day of January 2021.**

---

Randy C. Lewis, Mayor

ATTEST:

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Shawna Andrus, City Recorder



For Office Use Only

Date Rec'd 10-23-2020  
Application \$ 75000  
Zone Single Family

ZONING MAP AND ORDINANCE AMENDMENT APPLICATION 20784

Date of Submittal: 11/11/2020

Property Address: 520 South Orchard Drive

Applicant Name: Brighton Homes (Shawn Poor)

Applicant Address: 215 N. Redwood Rd, Suite 103  
North Salt Lake, UT 84054

Applicant Phone #: 801-839-6321

Applicant E-Mail: shawn@buildwithbrighton

Authorization (Owner Signature): [Signature]

*(If applicant is not owner, applicant must submit notarized authorization from all property owners)*

Project Name and Description: Text amendment to code 14-17-114,3  
See Attached text

Check Item that applies:

- Amend the text of the Land Use Ordinance
- Amend the Zoning Map by rezoning property from the \_\_\_\_\_ Zone to the \_\_\_\_\_ Zone.

Fees:

Rezones: \$450.00 + \$100.00 per acre (max \$1000.00)  
Text Amendments: \$550.00

Items to be completed that shall be included with any Zoning Amendment Application:

015494-0003 Darlene 11/19/2020 10:58AM  
Permits / Inspection - 207861040 - 2020  
Payment Amounts  
Transaction Amounts  
Department of Planning and Economic Development  
Phone 801.298.6190  
CHECK: 0022404  
750.00

## 14-17-114 USES, SPECIFIC STANDARDS AND TIME LIMITS

A. Residential Zones. Temporary uses in single-family and multiple-family residential zones shall comply with the general standards, and are limited to the uses specified below:

### Existing Code Text

3. Temporary sales offices in trailers. Temporary sales offices located in a trailer or other portable structure for the sale or lease of property in a subdivision, an apartment complex or planned unit development is prohibited.

### Proposed Code Text

**3. Temporary sales offices in trailers. Temporary sales offices incidental to a specific residential project may be located on the site of such a project. The trailer may remain for the duration of the project and shall be removed within thirty (30) days after substantial completion of the project.**

West Jordan

TEMPORARY DEVELOPMENT/CONSTRUCTION OFFICE: A temporary structure, such as a modular unit or trailer used as a temporary office facility. Purposes for temporary offices are restricted to the following uses: construction supervision offices on a construction site and temporary on site real estate offices for a development project.

Use	R-1	R-2	R-3	R-R	R-E	R-M
Modern home	P	P	P	P	P	P
Nursing home		C	C			
Public park	P	P	P	P	P	P
Residential substance abuse treatment home, large			C			
Residential substance abuse treatment home, small			AC			
Schools, K - 12	C	C	C	C	C	C
Temporary office for real estate sales and preleasing only	P	P	P	P	P	P
Transitional home, large			C			
Transitional home, small			AC			

Bluffdale

Construction Trailers Or Sales Offices: Temporary structures used as construction trailers or residential sales offices shall obtain approval by the Zoning Administrator before the structure is placed on site and shall be removed upon termination of said permit approval.

Herriman

Uses <sup>1</sup>	Zones																			
	A-.25	A-.5	A-1	R-1-10	R-1-15	R-1-21	R-1-43	R-2-10	R-2-15	R-M	FR <sup>2</sup>	RC	OP	C-1	C-2	M-1	T-M	MU	MU-2	
Shopping center																				
Temporary building <sup>38</sup>	C	C	C	C	C	C	C	C	C	C	C	C	C		C	C	C	C	C	P
Transportation service															C	C	P		C <sup>39</sup>	
Vehicle and equipment rental																C	P			C
Vehicle and equipment repair, general																C	P		C	
Vehicle repair, limited															C	C				



# City Council Staff Report



**Subject:** Proposed Land Use Code Text Amendment to § 14-4-105(J) Regarding Accessory Structures in the Single-Family Residential Zone  
**Authors:** Francisco Astorga, AICP, Planning Director  
**Department:** Planning  
**Date:** January 12, 2021

## **Background**

The Planning Department recommends that the City Council review the proposed Land Use Code text amendment, hold a public hearing, and consider approving the draft Ordinance.

During the October 20, 2020 Planning Commission meeting, the Commission deliberated the proposed text amendment. The Planning Commission considered comments from the public, deliberated the amendment, and continued the item to the November 17, 2020 with direction given to Staff provide additional information at the next meeting. The October 20, 2020 Planning Commission Staff Report is found [here](#) and the drafted meeting minutes are found [here](#).

During the November 17, 2020 Planning Commission meeting, the Commission considered Staff's updated recommendation. The Planning Commission once again considered comments from the public as the public hearing was re-opened, deliberated the amendment, made changes, and forwarded a positive recommendation to the City Council (5-1 vote). The November 17, 2020 Planning Commission Staff Report is found [here](#), and the drafted meeting minutes are found [here](#).

During the December 8, 2020 City Council meeting, the Council continued the item to the January 12, 2021 meeting as Staff was not ready to present the item considering ongoing research and analysis.

## **Analysis**

A recent Administrative Law Judge (ALJ) decision (explained in detail in the October 20, 2020 Planning Commission [Staff Report](#)) has dramatically affected the legality of accessory structures in the City. Staff recommends that the Code be amended to be consistent with the current and historical interpretation of the Code. The minimum setback requirements for Single Family Residential Zones are as follows:

- Front yard: 25 feet
- Rear yard: 20 feet
- Side yard: 8 feet (R-F requires a combined total of 20 feet)
- Corner side yard: 20 feet

The October 20, 2020 Planning Commission Staff Report identified dozens of sites potentially affected by the ALJ's interpretation. Additional examples were presented and

analyzed during the November 17, 2020 Planning Commission meeting which would now be considered illegal.

Attachment 2 has been prepared to show a sample of identified sites negatively affected by the recent ALJ interpretation. Each example is depicted in a street view photograph and an aerial photograph. When viewed from the street it is difficult to determine if there is a violation; however, the aerial photographs clearly show that these structures are now considered illegal. These photographs demonstrate that the City's current and historical interpretation has been consistent. They also show the extent of the impact of the ALJ's interpretation. Each aerial photograph contains the following approximate lines:

- Rear building line – shown in yellow
- Front building line with a 10-foot setback – shown in dark blue
- Front building line with a 20-foot setback – shown in light blue

Here are some samples:

338 East Maxine Court





462 East Jeri Drive



In the October 20, 2020 Planning Commission meeting, Staff presented the following amendment to solve the dilemma caused by the ALJ's interpretation:

An accessory structure shall meet all of the setbacks of a primary structure, or it shall be located behind the ~~front~~<sup>rear</sup> building line of a primary structure, and shall be setback at least three (3) feet from a rear or interior side property line, and at least twenty (20) feet from a street side yard property line.

Staff's Original Recommendation 10.20.2020

During the October 20, 2020 meeting, the Commission expressed concern about accessory structures being level with the primary structure. In response to those concerns, Staff recommended the following amendment at the meeting on 11-17-2020:

**An accessory structure shall meet all of the setbacks of a primary structure, or it shall be located behind the rear setback at least ten (10) feet behind the front building line of a primary structure, and shall be setback at least three (3) feet from a rear or interior side property line, and at least twenty (20) feet from a street side yard property line.**

Staff's Revised Recommendation 11.17.2020

This recommendation by Staff (above, in bold) was intended to address the Planning Commission's concerns and still brought most, if not all structures back into compliance. Ultimately, the Planning Commission preferred more separation between the front of the building and any accessory structure and has recommended the following with a 5-1 vote:

An accessory structure shall meet all of the setbacks of a primary structure, or it shall be located behind the rear setback at least twenty (20) feet behind the front building line of a primary structure, and shall be setback at least three (3) feet from a rear or interior side property line, and at least twenty (20) feet from a street side yard property line.

Planning Commission's Final Recommendation 11.17.2020

Currently, the Planning Dept. recommends Staff's Revised Recommendation (bolded above) dated November 17, 2020 consisting of the ten-foot (10') setback from the front building line rather than the Commission's recommendation consisting of twenty feet (20'), based on the fact that more identified accessory structures would be able to comply with the amendment based on the ALJ's current interpretation of the code creating a burden for each identified property owner and the City regarding future physical changes to these identified sites.



While reviewing the impacts of the ALJ’s decision, Staff learned that such an interpretation would also prevent or severely limit many structures in the City from expanding. The neighborhood shown below provides a sample of how the ALJ’s interpretation of the Code prohibits the expansion/addition towards the rear of each primary dwelling based on the placement of an accessory structure found already on each site:



**Department Review**

This staff report was written and prepared by the Planning Department.

**Significant Impacts**

The ALJ’s ruling impacts dozens, maybe even hundreds, of properties throughout the City. If the ALJ’s interpretation were applied these properties would now be illegal. Amending the Code to be consistent with the City’s historical and current interpretation of the code brings clarity, consistency, and compliance for these properties and the citizenry. The closer the building line is to the front of the house; the more accessory structures will be brought back into compliance.

**Recommendation**

Staff recommends the City Council approve the draft Ordinance with amendments to the Land Use Code recommended by City Staff on November 17, 2020 (10-foot setback). This is Staff's recommendation.

Alternatively, the Council could approve the ordinance with the 20-foot setback recommended by the Planning Commission or continue the discussion and direct staff to return with a new ordinance altogether.

**Attachments**

1. Drafted Ordinance with Proposed Land Use Code Text Amendment
2. Sample of Affected Sites



**MAYOR**  
Randy C. Lewis

**CITY COUNCIL**  
Millie Segura Bahr  
Kate Bradshaw  
Kendalyn Harris  
Richard Higginson  
Chris R. Simonsen

**CITY MANAGER**  
Gary R. Hill

# **BOUNTIFUL**

## **Bountiful City** **Draft Ordinance No. 2021-01**

**An Ordinance amending Section 14-4-105(J) of the Land Use Code related to accessory structures in the Single-Family Residential (R) Zone. Specifically, amending setbacks provisions to be consistent with current interpretation.**

### **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 City, Planning Department, requests that amendments related to accessory structures in the Single-Family Residential Zone be considered; and
3. Amending the Land Use Code will bring consistency with the City's historical interpretation and application, and brings clarity to the Code; and
4. After receiving and considering public comment at a public hearing on October 20, 2020 the Bountiful City Planning Commission continued the item to the November 17, 2020 meeting; and
5. The Bountiful City Planning Commission reviewed this item during the November 17, 2020 Commission meeting, and forward a positive recommendation to the City Council; and
6. The Bountiful City Council held a public hearing on this Ordinance on December 8, 2020 and January 12, 2021, and after receiving and considering input from Staff, the Planning Commission, and the public, the Council finds it in the best interests of the health, safety and welfare of the City to adopt the amendment.

### **NOW THEREFORE, be it ordained by the City Council of Bountiful, Utah:**

**SECTION 1.** Section 14-4-105(J) of the Bountiful City Land Use Code (Title 14 of the Bountiful City Code) is hereby amended as follows:

#### **14-4-105 YARD AND SETBACK REQUIREMENTS**

[...]

- J. Accessory Structure, Primary Use Required – An accessory structure shall not be permitted on any lot or parcel of land unless a primary structure is first constructed on the site. If the primary structure is removed and not immediately replaced, any accessory structure must also be removed. A lot or parcel shall not be subdivided such that an accessory structure is located on a lot or parcel without a primary structure.
1. Accessory Structure, Permitted Use – An accessory structure allowed as a permitted use shall meet all of the following:
- a. The total footprint of any and all accessory structures shall not exceed ten percent (10%) of the entire lot or parcel area, and no lot or parcel shall be reduced in area after the construction of an accessory building, such that it is in violation of this provision.
  - b. An accessory structure shall meet all of the setbacks of a primary structure, or it shall be ~~located behind the rear~~ **setback at least ten (10) feet behind the front** building line of a primary structure, and shall be setback at least three (3) feet from a rear or interior side property line, and at least twenty (20) feet from a street side yard property line.
  - c. An accessory structure shall be located at least five (5) feet from a primary structure, including eaves, bay windows, chimneys and any other protrusion on either the accessory building or the primary structure.
  - d. No part of an accessory structure, excluding the eaves, shall be closer than twelve (12) feet to any primary dwelling on an adjacent property.
  - e. The eaves of an accessory structure shall be setback at least one (1) foot from any property line.
  - f. An accessory structure shall be designed and constructed so as to prevent roof runoff from impacting an adjacent property.
  - g. An accessory structure shall meet all applicable provisions of the International Building Code.
  - h. An accessory structure shall not encroach on any easements, recorded or otherwise.
  - i. The sidewall of an accessory structure shall not exceed fifteen (15) feet in height, as measured from the average slope of the ground to the point where the undersides of the eaves connect to the top of the sidewall. For a flat or mansard roof, the sidewall shall be measured from the average slope of the ground to the highest point of the roof, including any coping, parapet or similar feature.
  - j. The height of an accessory structure shall not exceed twenty (20) feet.



- k. Accessory structures used or designed for vehicle parking shall be connected to the street by a paved driveway.
2. Accessory Structure, Conditional Use – An accessory structure may be allowed as a conditional use in accordance with the following:
- a. The approval body shall consider the following when reviewing the proposed accessory structure:
    - i. The extent that sunlight, air and view sheds are obstructed/disturbed,
    - ii. The proximity to adjoining structures,
    - iii. The contour of the land, both existing and proposed,
    - iv. Features peculiar to the site and the immediately adjoining properties.
    - v. The location of windows, doors, balconies and other openings that may intrude on the privacy of adjoining property owners,
    - vi. The proposed and potential uses based on the size, configuration and other aspects of the structure.
  - b. The total building footprint of any and all accessory structures shall not exceed fifteen percent (15%) of the entire lot or parcel area, and no lot or parcel shall be reduced in area after the construction of an accessory building, such that it is in violation of this provision.
  - c. An accessory structure shall meet all of the setbacks of a primary structure, or it shall be ~~located behind the rear~~ **setback at least ten (10) feet behind the front** building line of a primary structure, and shall be setback at least three (3) feet from a rear or interior side property line, and at least twenty (20) feet from a street side yard property line. The approving body may require an increased setback based on the criteria of 14-4-106(C.)(1.).
  - d. An accessory structure shall be located at least five (5) feet from a primary structure, including eaves, bay windows, chimneys and any other protrusion on either the accessory building or the primary structure.
  - e. No part of an accessory structure, excluding the eaves, shall be closer than twelve (12) feet to any dwelling on an adjacent property.
  - f. The eaves of an accessory structure shall be setback at least one (1) foot from any property line.
  - g. An accessory structure shall be designed and constructed so as to prevent roof runoff from impacting an adjacent property.

- h. An accessory structure shall meet all applicable provisions of the International Building Code.
- i. An accessory structure shall not encroach on any easements, recorded or otherwise.
- j. The sidewall of an accessory structure shall not exceed fifteen (15) feet in height, as measured from the average slope of the ground to the point where the undersides of the eaves connect to the top of the sidewall. For a flat or mansard roof, the sidewall shall be measured from the average slope of the ground to the highest point of the roof, including any coping, parapet or similar feature.
- k. The height of an accessory structure shall not exceed twenty (20) feet.
- l. Accessory structures used or designed for vehicle parking shall be connected to the street by a paved driveway.

[...]

**SECTION 2.** This ordinance shall take effect immediately upon first publication.

**Adopted by the City Council of Bountiful, Utah, this 12<sup>th</sup> day of January 2021.**

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

ATTEST:

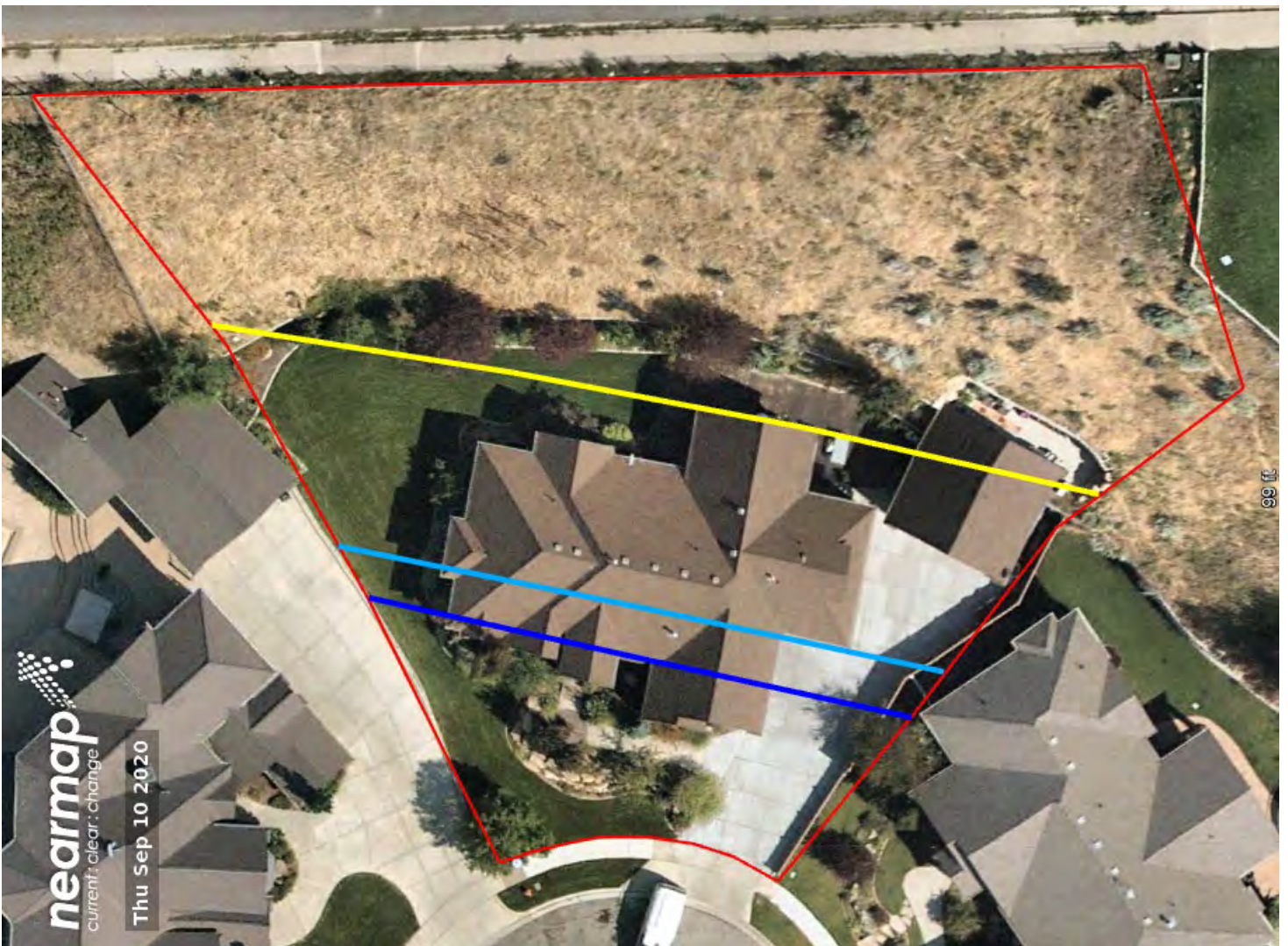
\_\_\_\_\_  
Shawna Andrus, City Recorder

48 East North Canyon Road (2006)





338 East Maxine Court (2007)





331 East Maxine Court (2008)



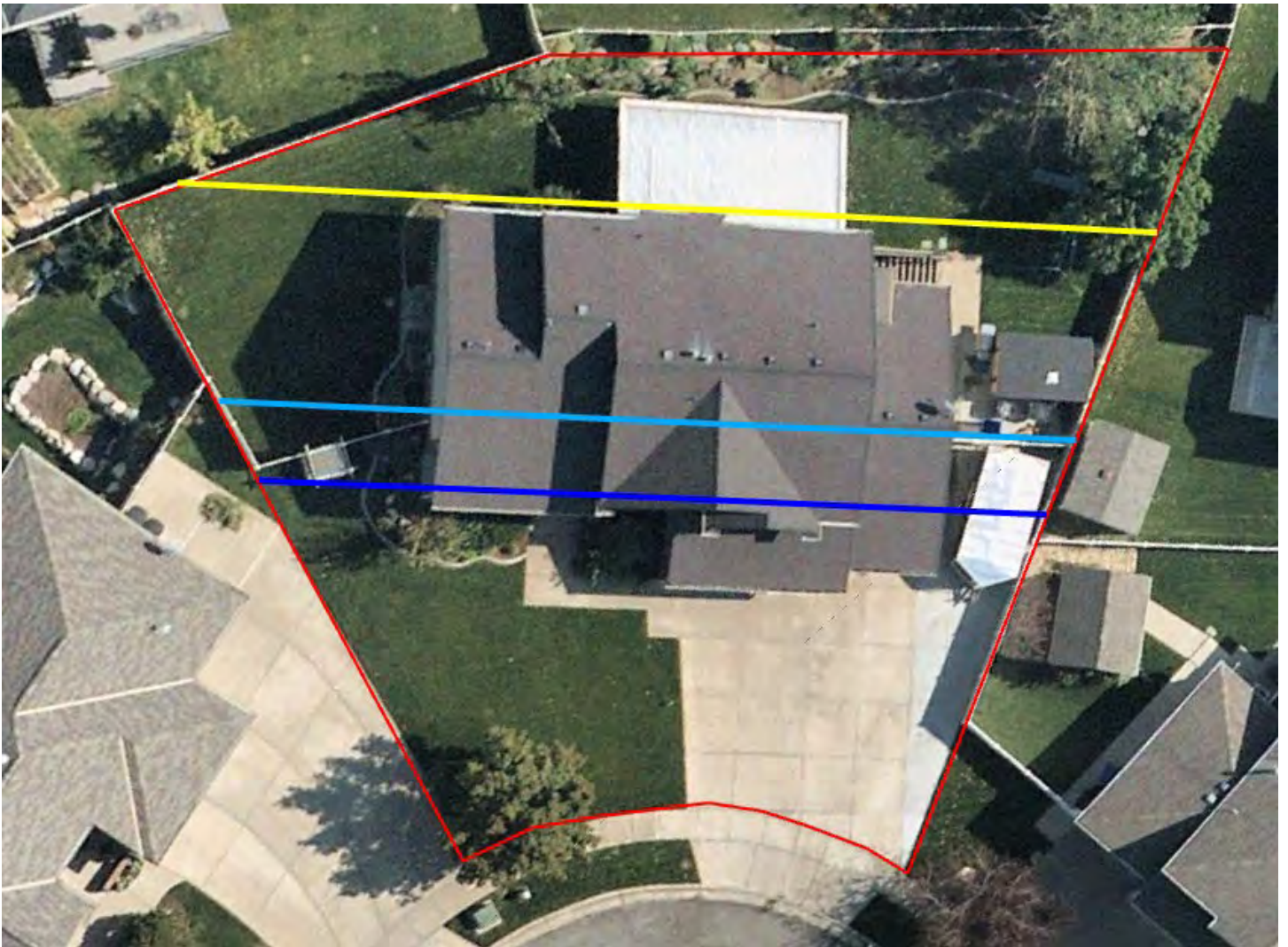
current : clear : change

Thu Sep 10 2020



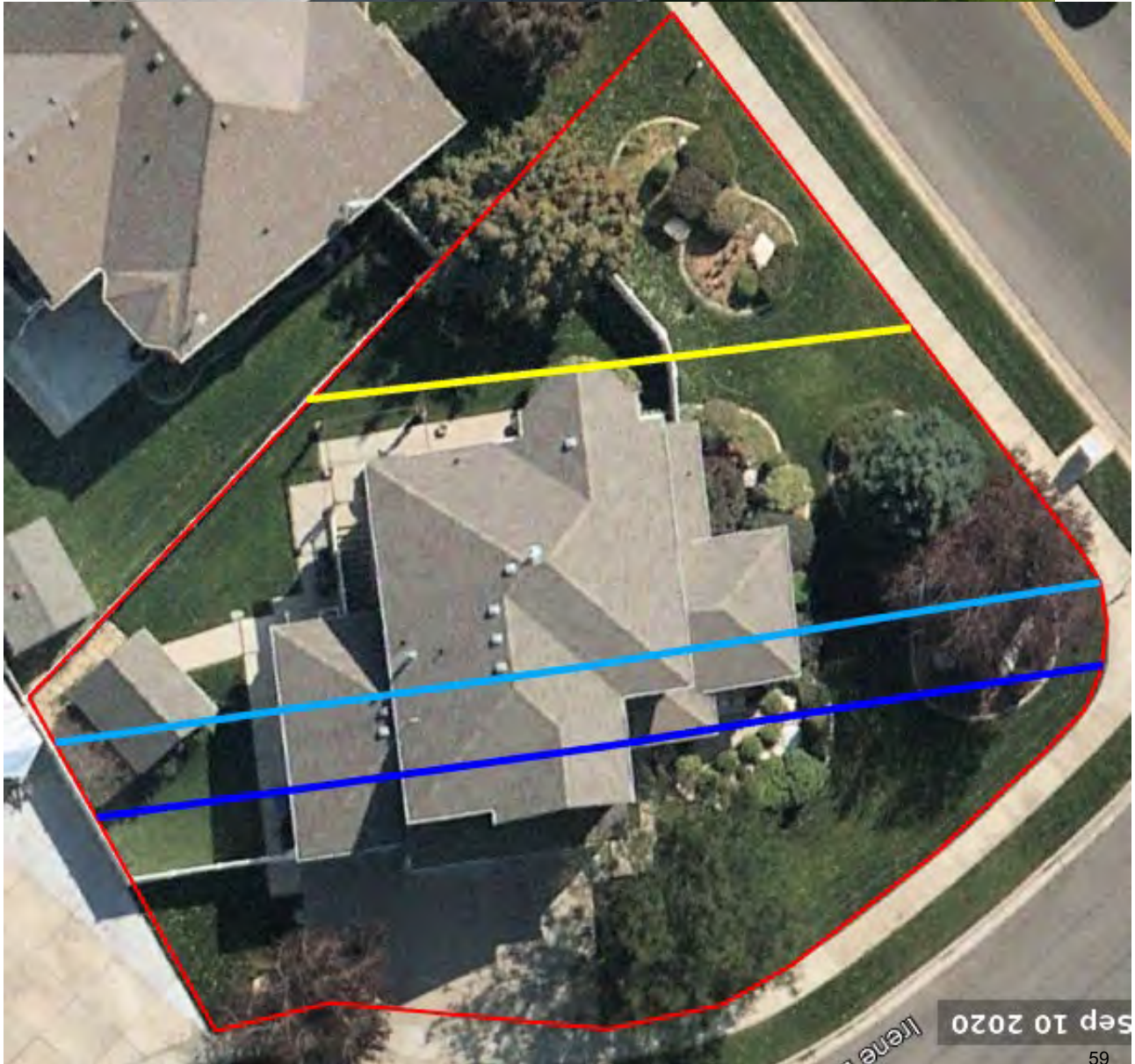


2767 South Irene Drive (2001)



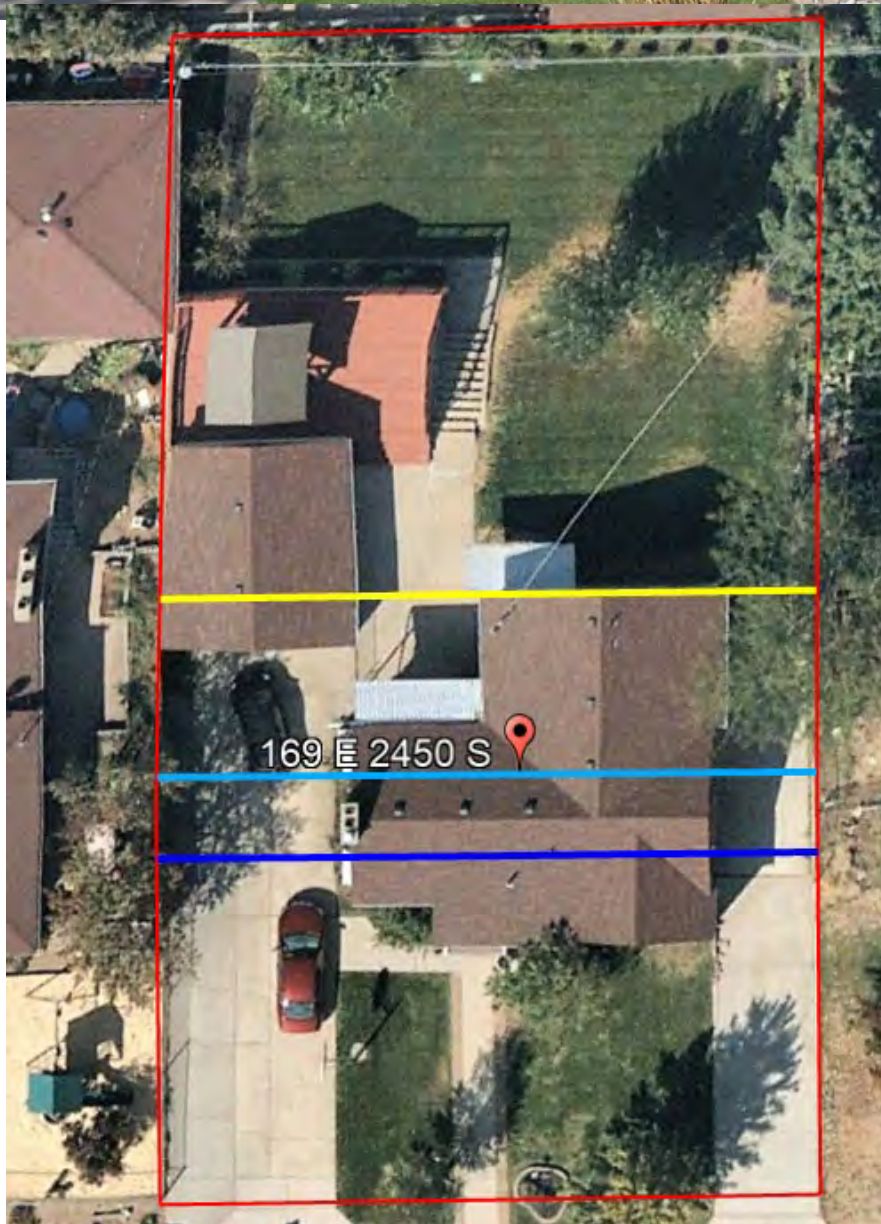


2783 South Irene Drive (2001)



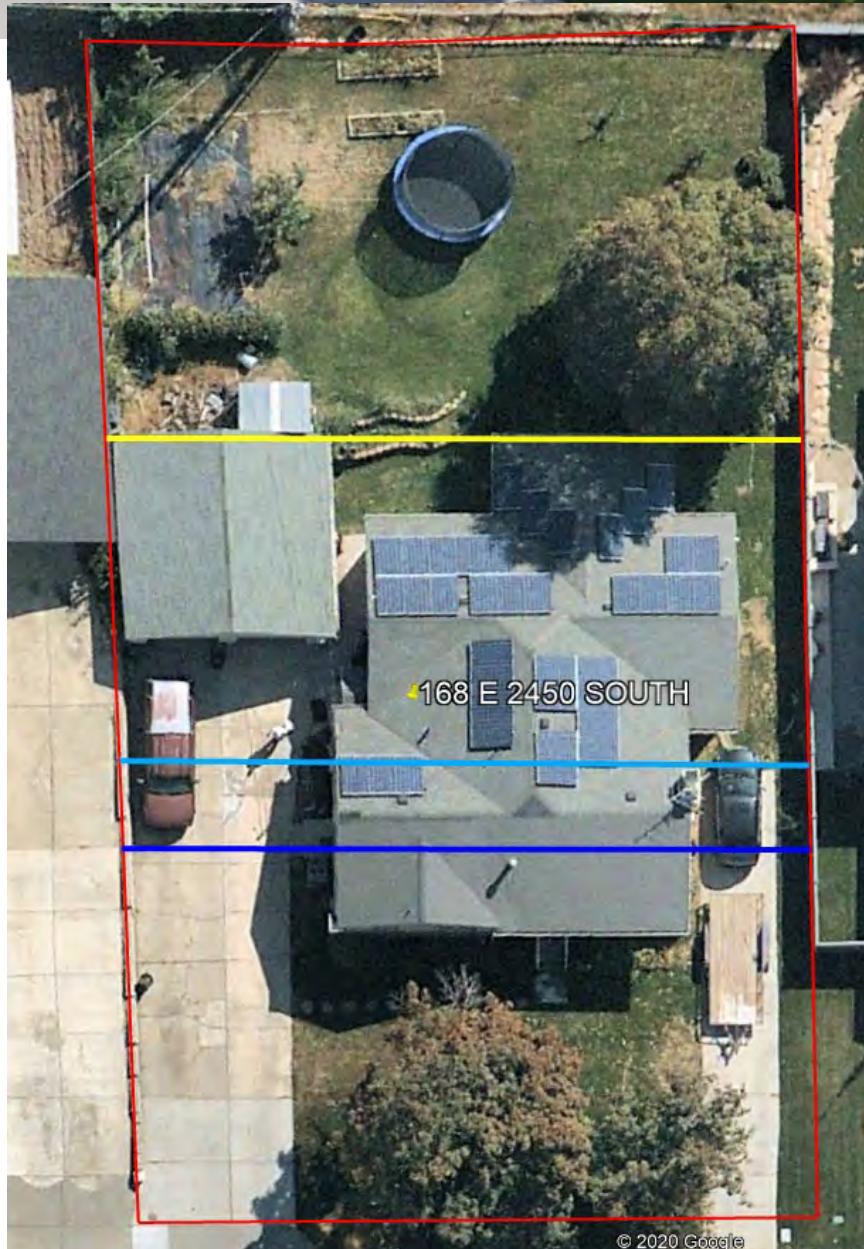


169 East 2450 South (1955)





168 East 2450 South (1955)





96 North 1050 East (1964)

**nearmap**  
current : clear : change

Fri Sep 11 2020



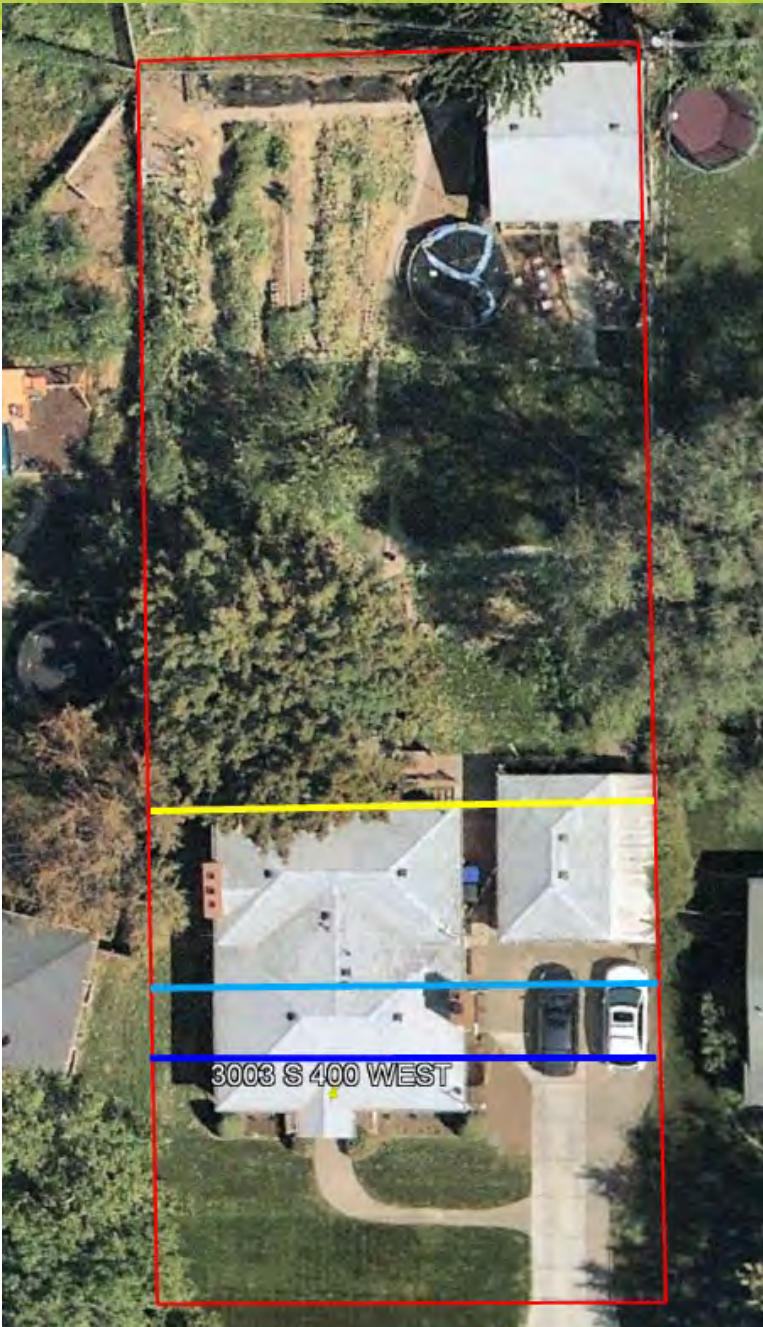


3002 South 400 West (1957)





3003 South 400 West (1950)





3033 South 400 West (1951)



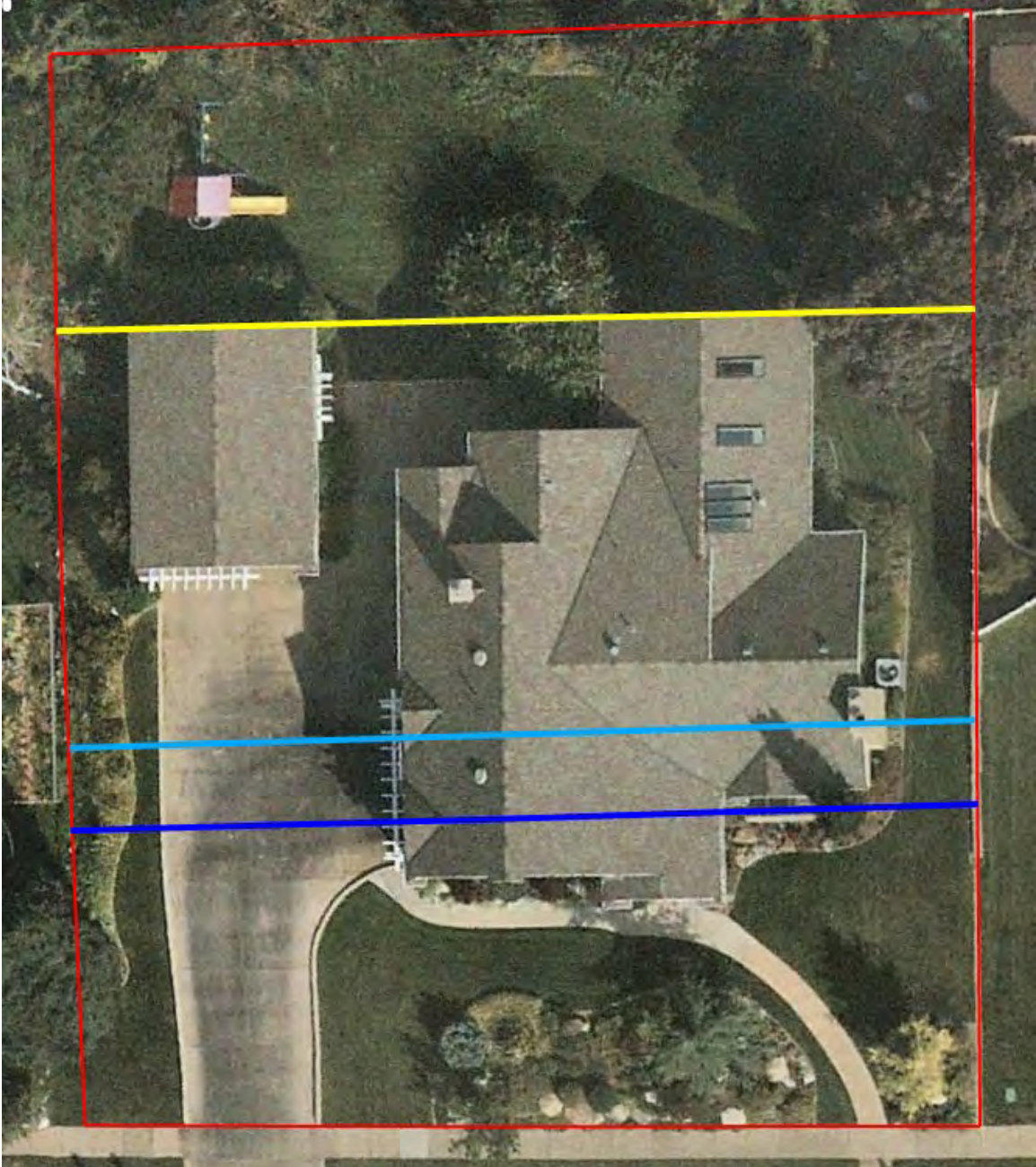


273 East 470 North (1963) and 498 North 275 East (1963)





631 South Indian Trail Road (1974)





1247 and 1259 North 850 East (both 1955)



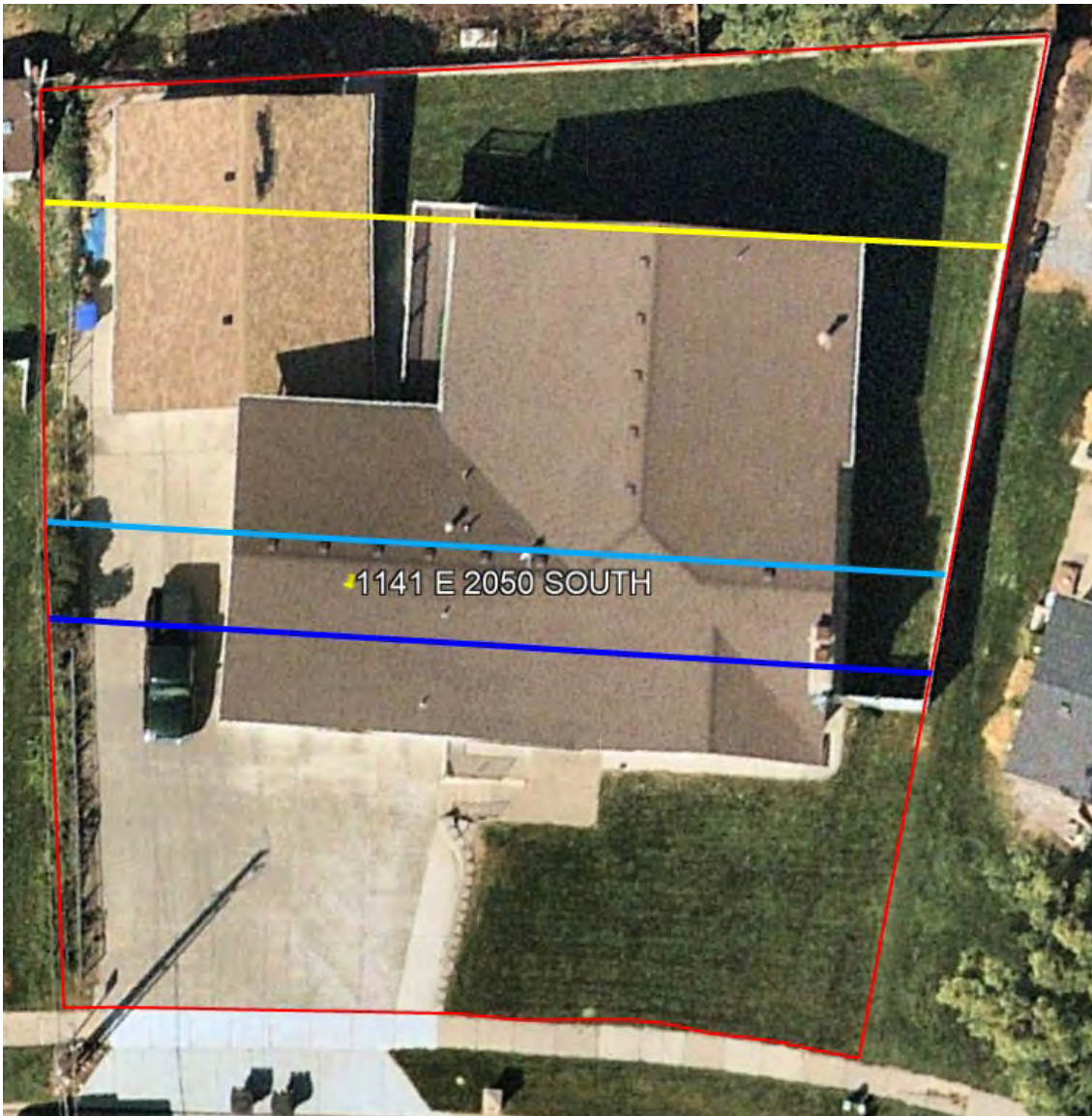


945 East 550 North (1941)





1141 East 2050 South (1974)



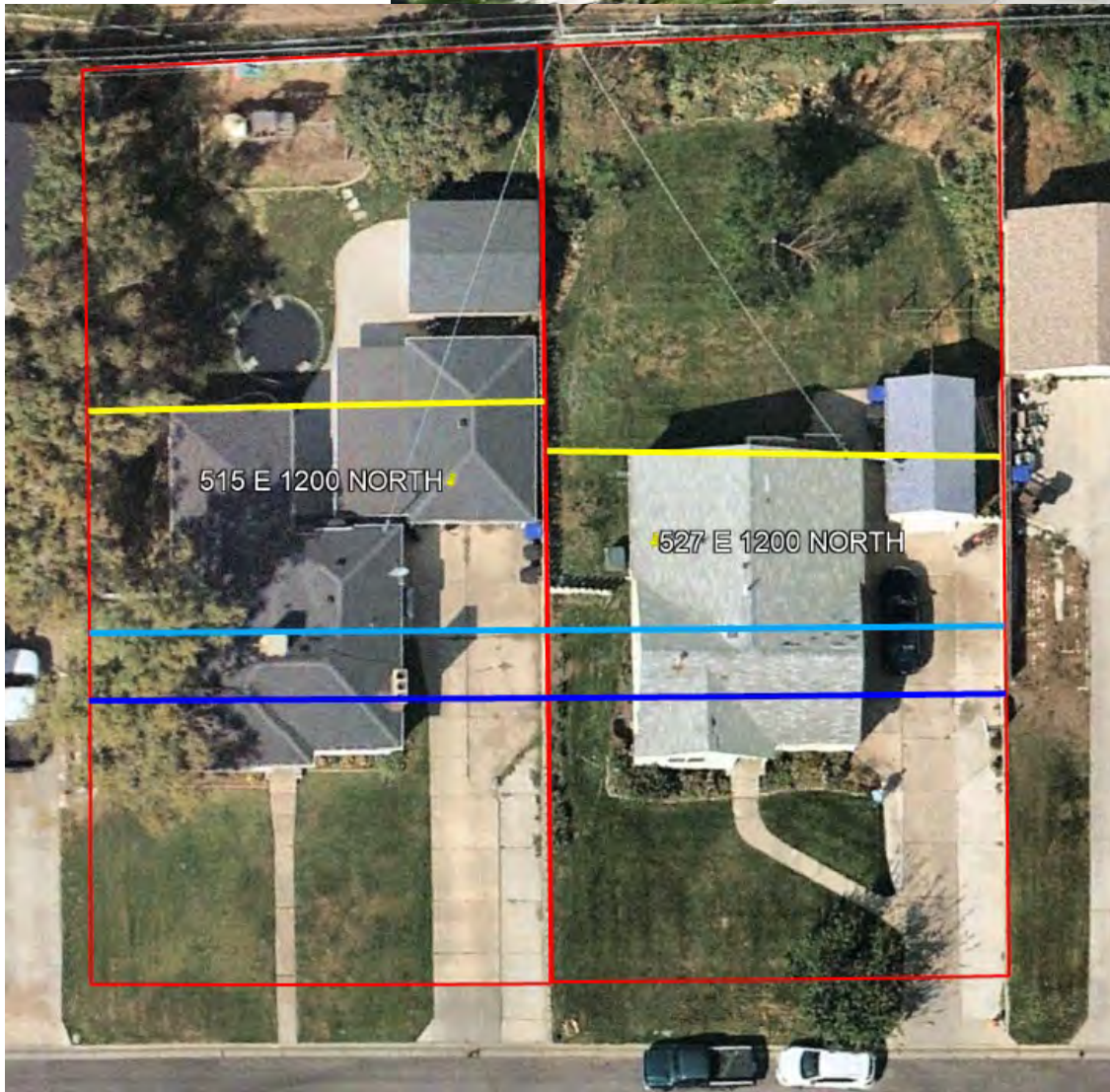


1160 East Sunset Hollow Drive (1997)



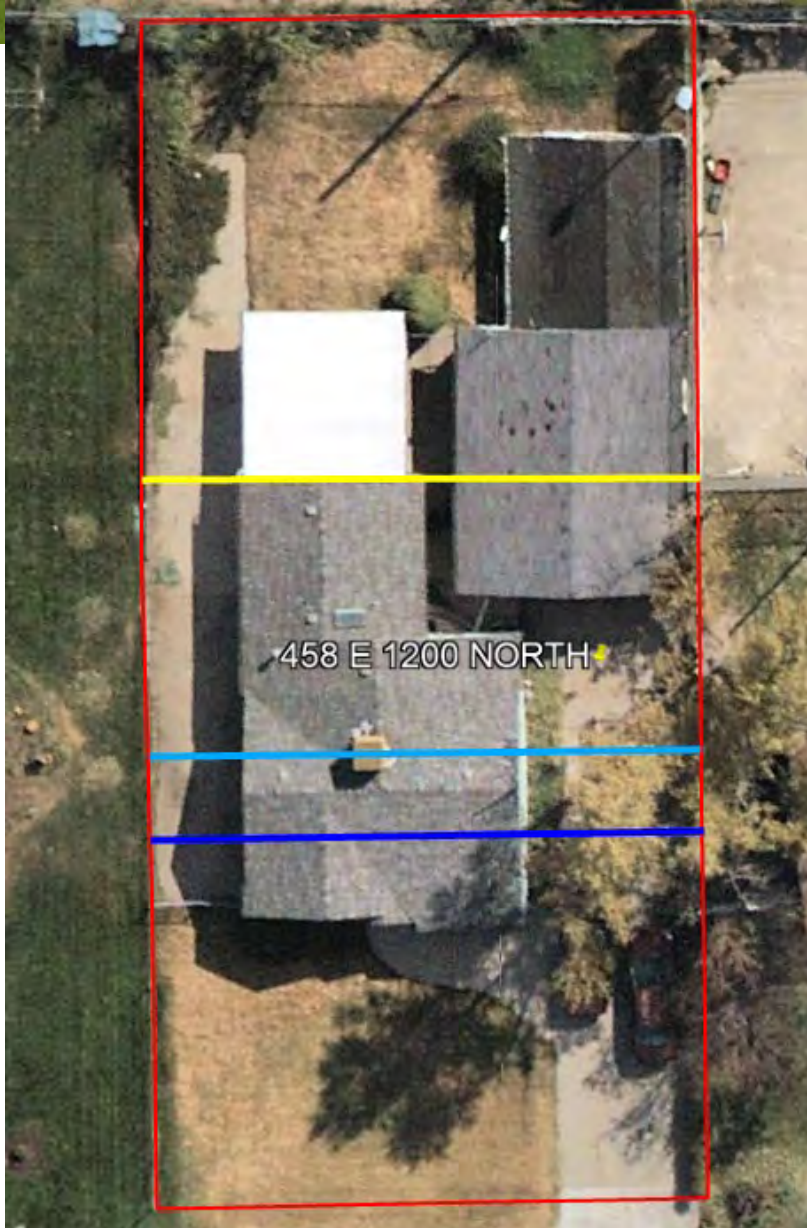


515 and 527 East 1200 North (1950)



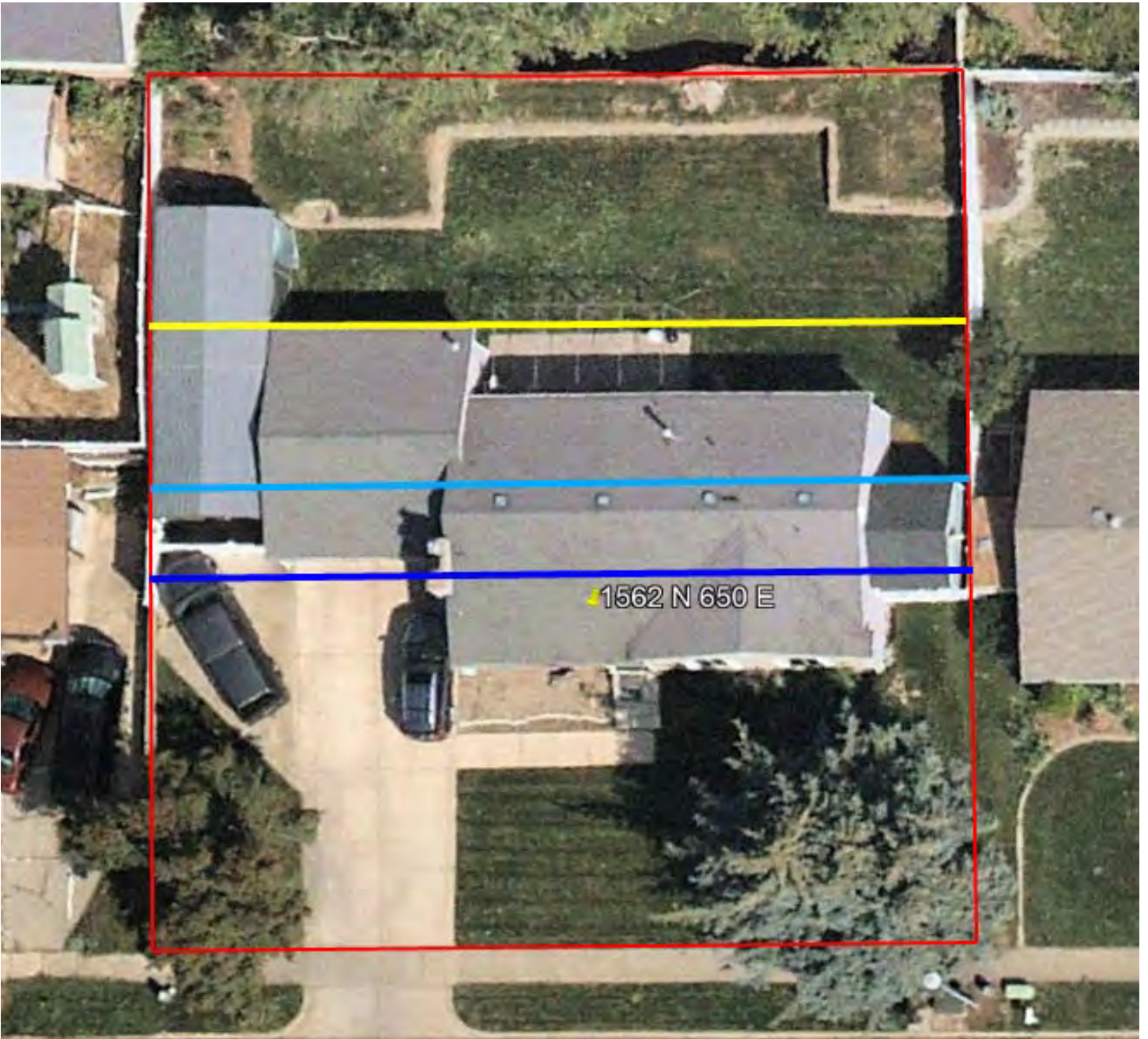


458 East 1200 North (1949)



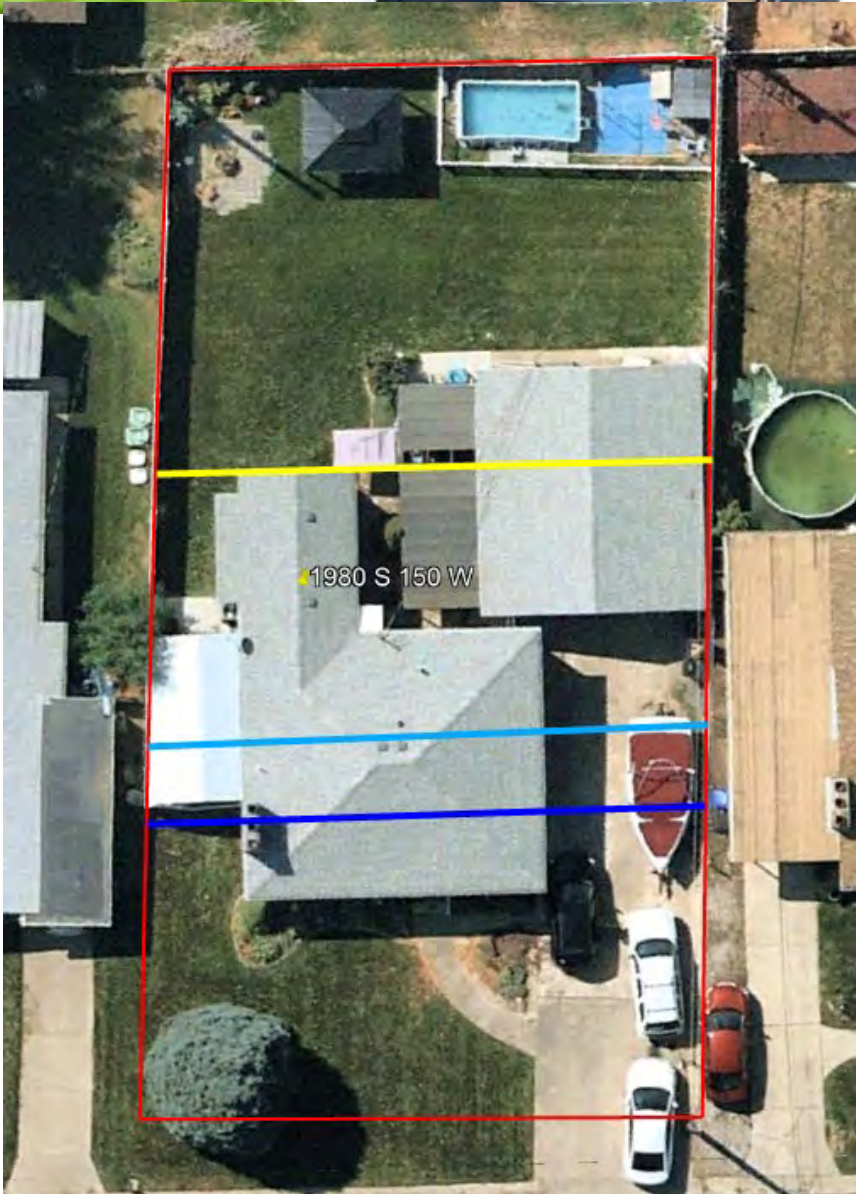


1562 North 650 East (1975)





1980 South 150 West (1954)



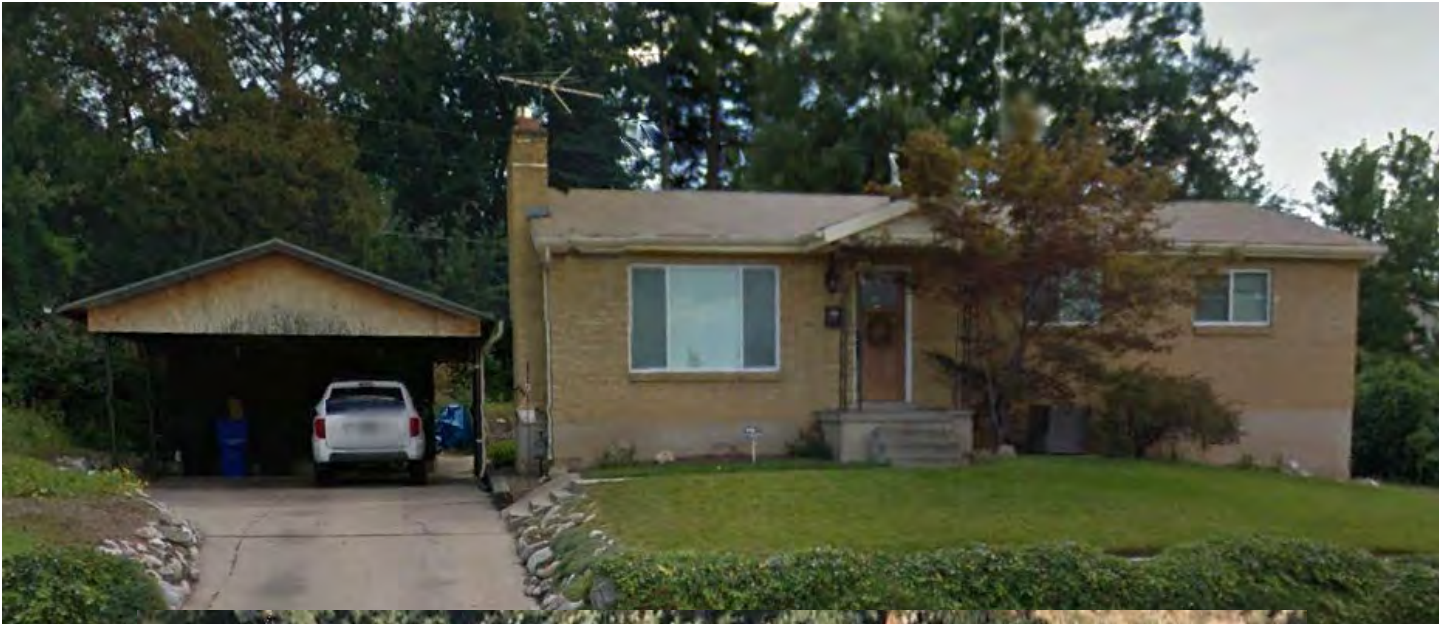


443 East Jeri Drive (1958)



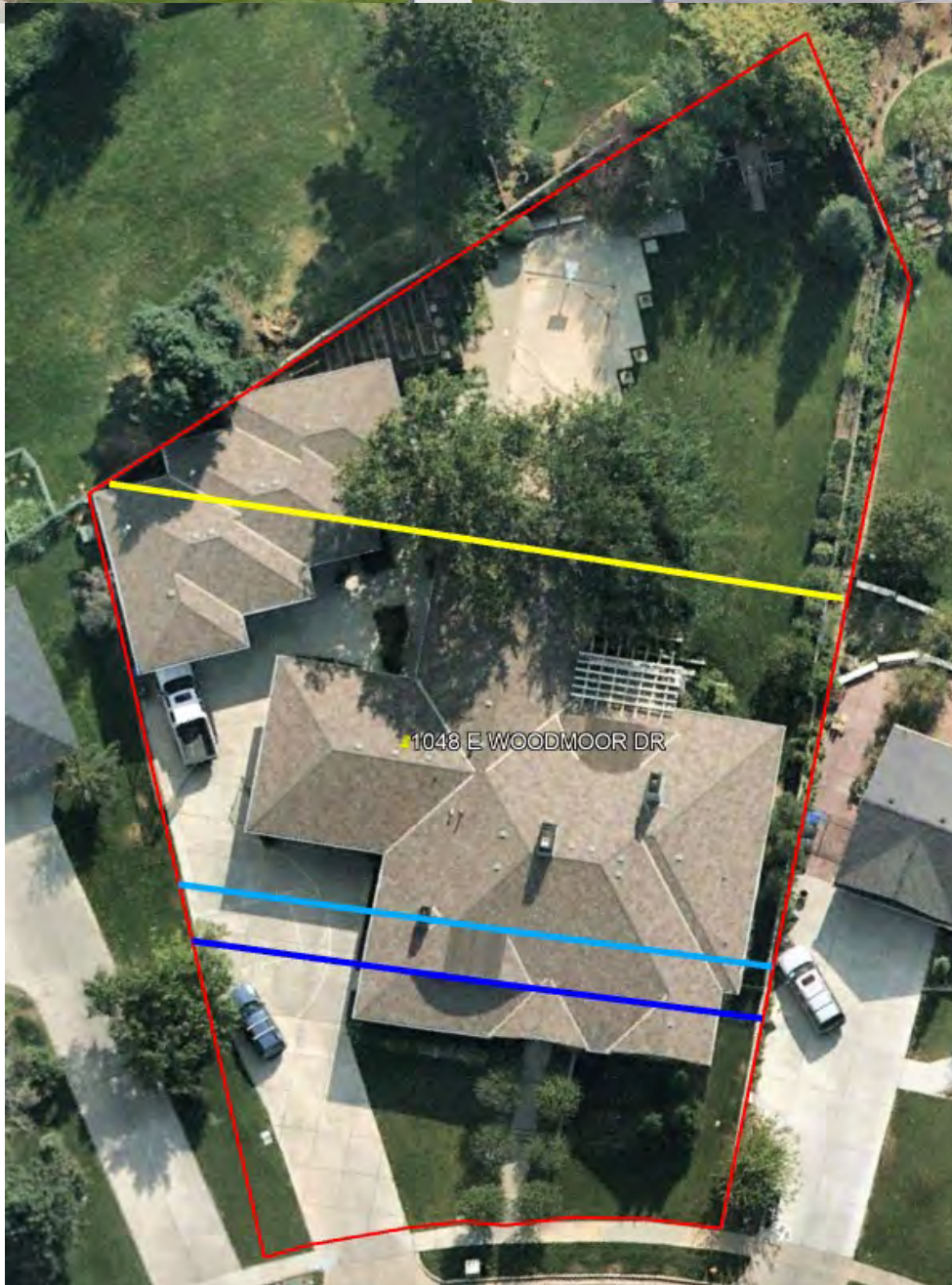


462 East Jeri Drive (1958)





1048 E Woodmoor Dr (2007)



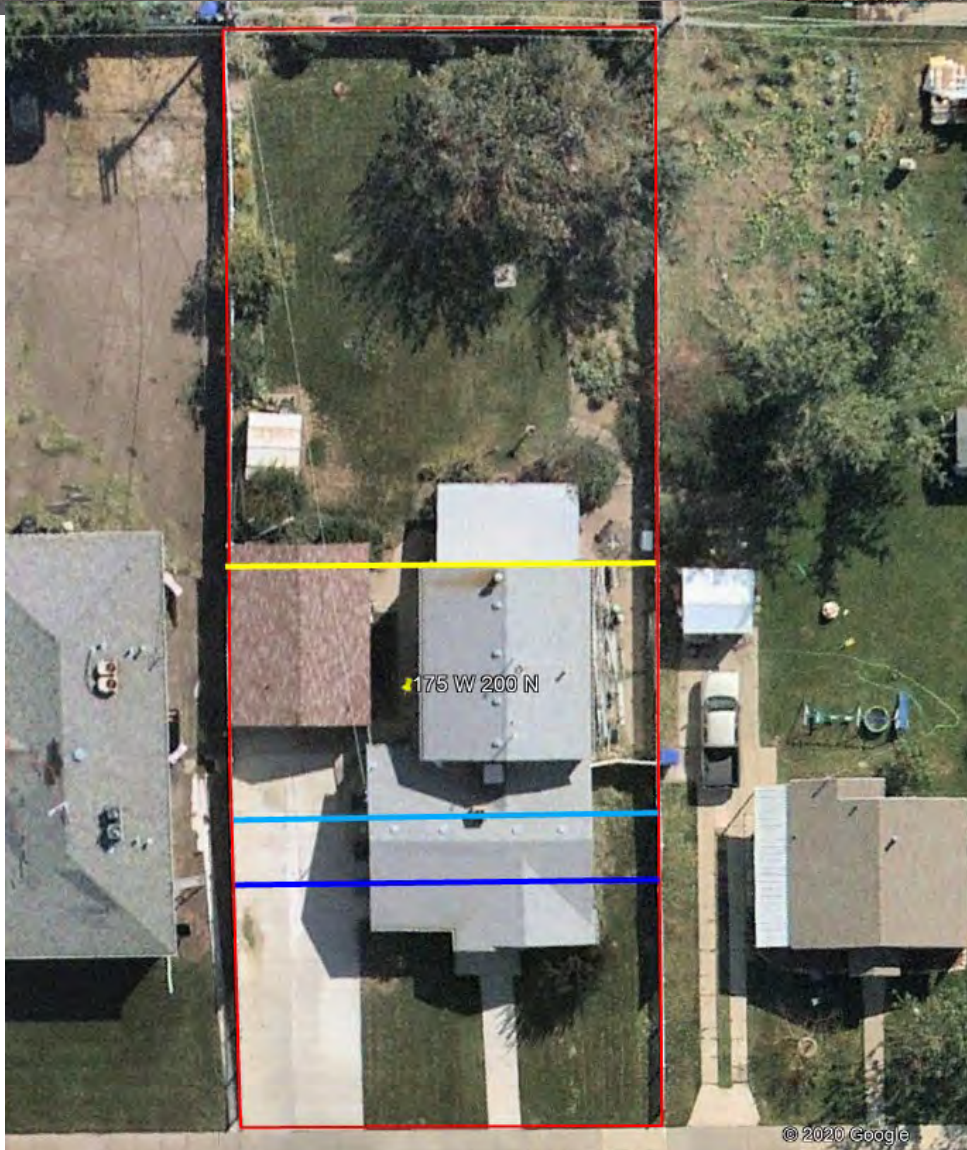


2544 South 150 East (2013)





175 West 200 North (1950)





195 West 200 North (1946)





# City Council Staff Report

**Subject:** Consideration of a Joint Resolution of Intent  
With So. Davis Sewer Dist. To Adjust the  
District's Service Boundary in Bountiful City

**Author:** Lloyd Cheney, City Engineer

**Department:** Engineering

**Date:** January 12, 2021



## **Background**

The South Davis Sewer District operates collection and treatment services for the sanitary sewer system in Bountiful and other cities in south Davis County. After conducting a review of the District's service area boundary, several previously annexed areas of Bountiful were found to be outside of the District's current service boundary. These areas are generally located on the east side of the City.

## **Analysis**

The procedure to adjust the District's service boundary is defined by Utah Code Ann. §§ 17B-1-503(1) and 17B-1-417(3)a. The process requires the City and the Sewer District Board first adopt a resolution declaring their intent to adjust the District's boundary to include areas which currently lie outside of the existing service boundary. Once the Joint Resolution of Intent has been adopted, a public hearing must be held by both the City and the Sewer District. These public hearings are scheduled for April 13, 2021 (by the City) and April 15, 2021 (by the Sewer District). At the conclusion of the public hearings, the Sewer District Board and the City Council may take action to adopt the boundary adjustment, unless a "requisite number of protests are filed".

## **Department Review**

This report has been reviewed by the City Manager.

## **Significant Impacts**

No impacts to the services currently provided are anticipated.

## **Recommendation**

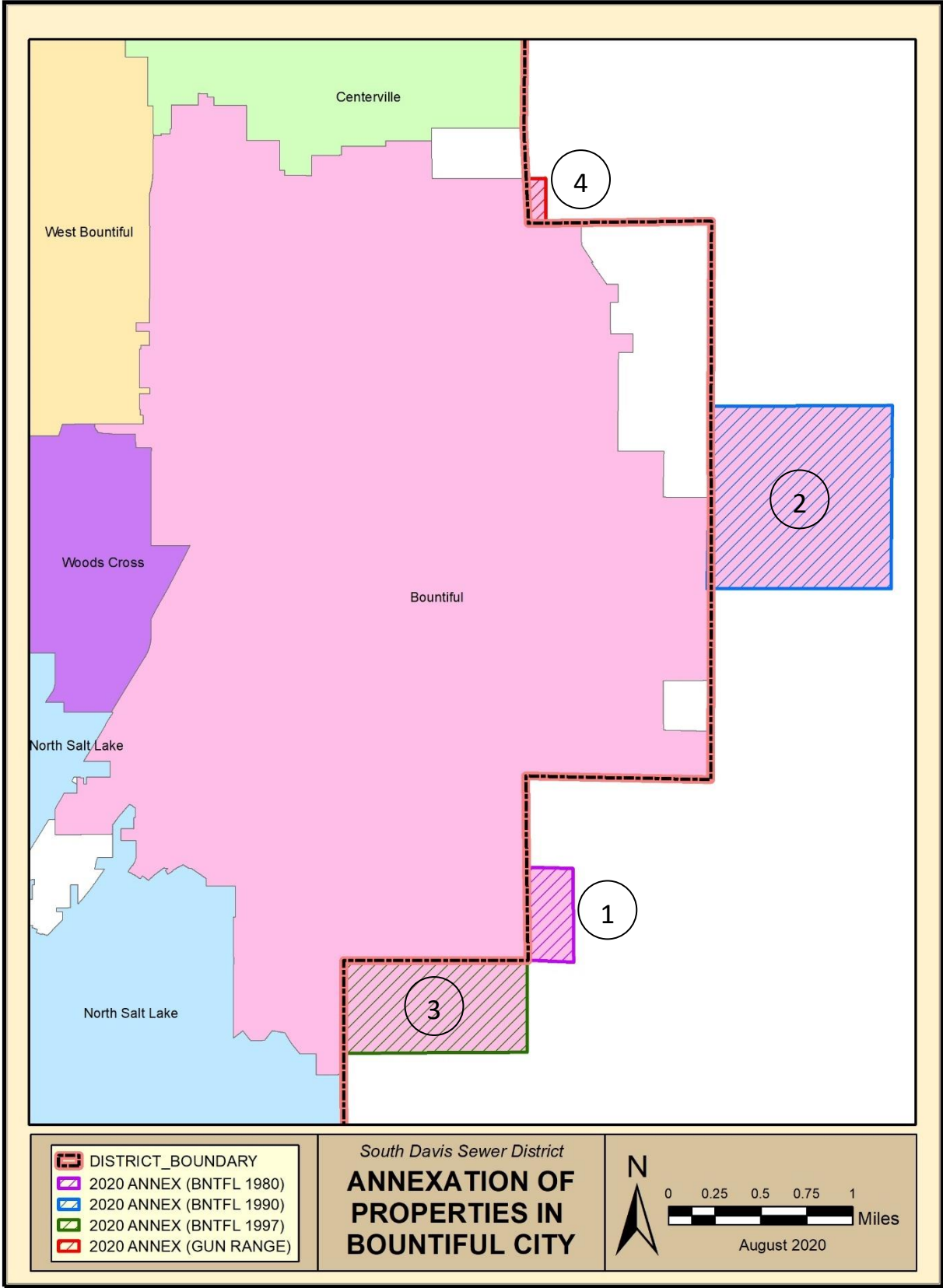
Staff recommends the City Council adopt Resolution 2021-1, declaring Bountiful City's intent to adjust the boundary of the South Davis Sewer District within Bountiful City.

## **Attachments**

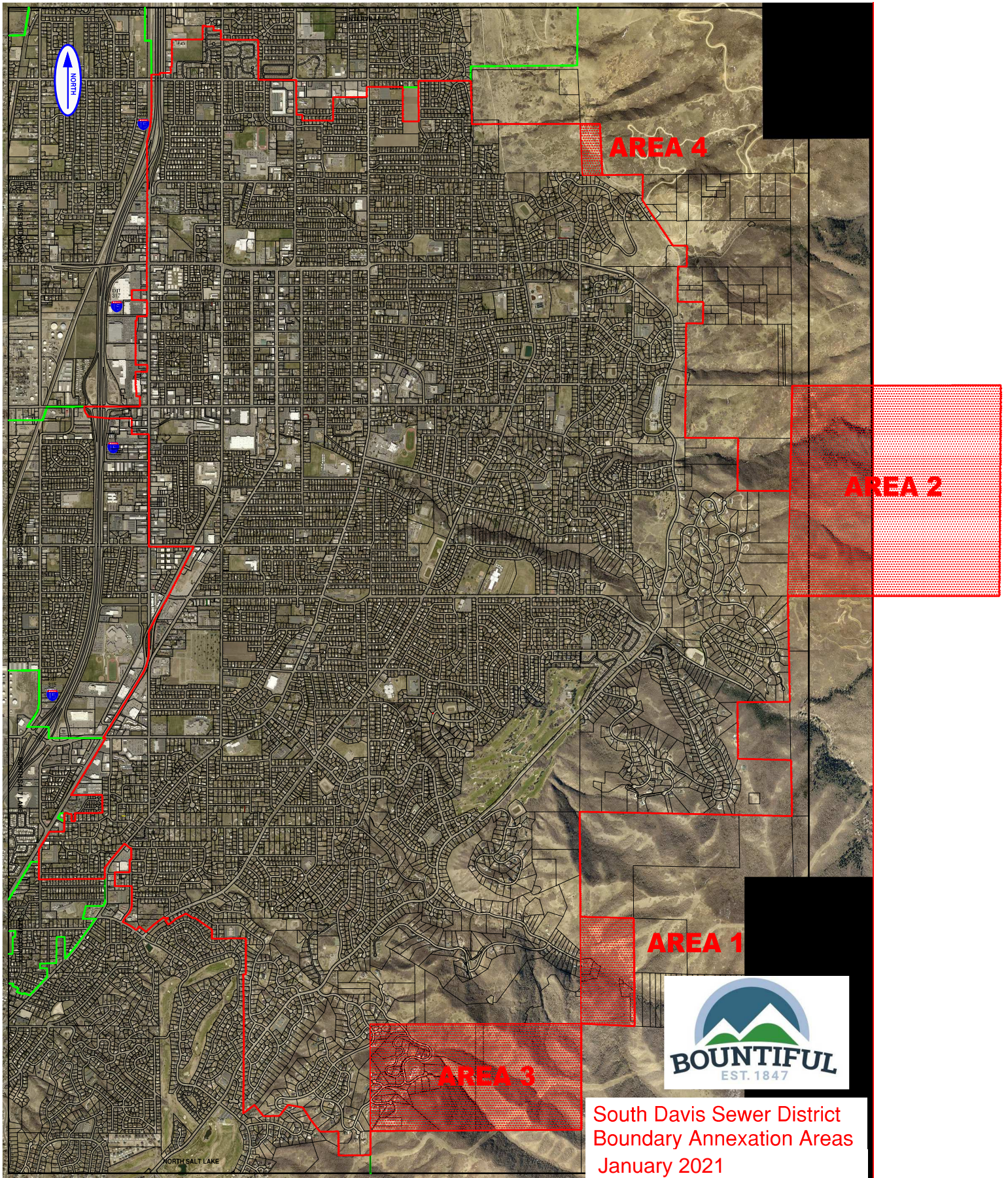
Annexation Area Exhibits

A copy of the Joint Resolution of Intent











**JOINT RESOLUTION  
OF BOUNTIFUL CITY (Resolution No. 2021.01)  
AND OF THE  
SOUTH DAVIS SEWER DISTRICT (Resolution No. 176)  
DECLARING AN INTENT TO ADJUST THE BOUNDARY  
OF THE  
SOUTH DAVIS SEWER DISTRICT WITHIN BOUNTIFUL CITY**

WHEREAS, Bountiful City (the “City”) is an incorporated municipality located in the southern part of Davis County, state of Utah;

WHEREAS, the South Davis Sewer District (“South Davis”) is an improvement district that provides the following service within southern Davis County, Utah, including within the City: sanitary sewer collection, treatment and disposal;

WHEREAS, relatively small portions of the City that were annexed into the City after the creation of South Davis are not part of South Davis, which areas are the subject of this Resolution; and

WHEREAS, having considered the matter, the City Council and the South Davis Board of Trustees have concluded that it may be in the best interests of the City and South Davis and of the property owners, residents and future residents in the affected area within the City to adjust the boundary of South Davis to include each and every portion of the City that is not currently included within South Davis, without affecting in any way the boundaries or jurisdiction of the City, in accordance with applicable requirements of Utah Code Ann. §§ 17B-1-417 and 17B-1-503.

NOW, THEREFORE, BE IT RESOLVED and enacted by the City Council of Bountiful City and by the Board of Trustees of the South Davis Sewer District as follows:

1. That the City Council and the South Davis Board of Trustees hereby declare their intent to adjust the boundary of South Davis such that the “Affected Area”, which is identified in attached Exhibit “A” which is incorporated herein by reference, consisting of land located within the City that is not currently located within the boundary of South Davis, will be included as part of South Davis.

2. That this Resolution is adopted by the Bountiful City Council and the South Davis Board of Trustees for the purpose of fulfilling and complying with the requirements of Utah Code Ann. §§ 17B-1-503(1) and 17B-1-417(3)(a) to initiate the statutory procedure for adjusting the boundary of South Davis to include more of the City as provided in this Resolution.

3. That the City Council of Bountiful City shall hold a public hearing on the proposed boundary adjustment at 7:00 p.m. on April 13, 2021 at the Bountiful City Hall, 795 South Main Street, Bountiful, Utah 84010, and the South Davis Sewer District Board of Trustees shall hold a public hearing on the proposed boundary adjustment at 6:00 p.m. on April 15, 2021 at the South Davis Sewer District office located at 1800 West 1200 North, West Bountiful, UT 84087, both of which dates are no less than 60 days after the adoption of this Joint Resolution.

4. That a notice that this Resolution has been adopted and that public hearings are to be held shall be provided in accordance with the requirements of Utah Code Ann. §§ 17B-1-417(3)(a)(iii) through -417(3)(c), which notice shall either be published once a week for two successive weeks in a newspaper of general circulation within both South Davis and the City, with the first publication of the notice to be not later than 14 days after the adoption of this Joint Resolution, or the notice shall be mailed to each owner of property located within the affected area and to each registered voter residing within the affected area. No later than 14 days after the adoption of this Joint Resolution, the notice shall also be published for two weeks on the Utah Public Notice Website created under Utah Code Ann. §63F-1-701.

5. That the required notice may be given jointly by the City and South Davis.

6. That, after the City Council and the South Davis Board of Trustees have each held a public hearing, the City Council and Board of Trustees may adopt a resolution adjusting the boundary of the District to include the Affected Area unless, at or before the public hearings, the requisite number of written protests to the boundary adjustment have been filed with the City Council and/or the South Davis Board of Trustees as provided by law, and may take other steps necessary to complete the boundary adjustment.

7. That, if the requisite number of protests are filed, the boundary adjustment shall be abandoned.

8. That this Resolution has been placed on the agenda of a meeting of the Bountiful City Council and of a meeting of the South Davis Board of Trustees and this action is taken in compliance with the Utah Open and Public Meetings Act.

9. That this Resolution shall take effect immediately when it has been approved by the Bountiful City Council and by the South Davis Board of Trustees in accordance with the dates set forth below.

Approved and passed by the Bountiful City Council and by the Board of Trustees of the South Davis Sewer District on the dates set forth below.

(Signatures on following page)

**BOUNTIFUL CITY**

Date: \_\_\_\_\_

By: \_\_\_\_\_

Randy C. Lewis, Mayor

ATTEST:

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

**SOUTH DAVIS SEWER DISTRICT**

Date: \_\_\_\_\_

By: \_\_\_\_\_

Dee C. Hansen, Chairman

ATTEST:

\_\_\_\_\_  
Mark Katter, Clerk

**EXHIBIT "A"**  
**(Legal Description of Affected Area)**

**ANNEXATION AREA 1 DESCRIPTION**

ADAPTED FROM ENTRY #565476, BOOK 825, PAGE 637, DAVIS COUNTY RECORDER'S OFFICE

THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, MORE SPECIFICALLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, AND RUNNING THENCE NORTH 0°23'28" WEST 2664.46 FEET ALONG THE EXISTING BOUNDARY OF THE SOUTH DAVIS SEWER DISTRICT TO THE WEST 1/4 CORNER OF SAID SECTION 4; THENCE SOUTH 88°25'40" EAST 1327.12 FEET ALONG THE BOUNDARY LINE OF BOUNTIFUL CITY; THENCE SOUTH 0°29'15" EAST 2691.465 FEET ALONG SAID BOUNTIFUL CITY BOUNDARY LINE; THENCE NORTH 87°16'28" WEST 1332.885 FEET ALONG SAID BOUNTIFUL CITY BOUNDARY LINE TO THE POINT OF BEGINNING.

CONTAINS 81.68 ACRES.

**ANNEXATION AREA 2 DESCRIPTION**

ADAPTED FROM BOUNTIFUL CITY ORDINANCE NO. 90-7, RECORDED AS ENTRY #905805, BOOK 1377, PAGE 335, DAVIS COUNTY RECORDER.

ALL OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, IN DAVIS COUNTY, UTAH, AS IDENTIFIED IN BOUNTIFUL CITY ORDINANCE NO. 90-7 RECORDED IN THE OFFICE OF THE DAVIS COUNTY RECORDER ON 10/23/1990 AS ENTRY 905805, BOOK 1377, PAGE 335, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, AND RUNNING THENCE NORTH 01°10'45" EAST 2618.35 FEET ALONG THE SECTION LINE TO THE WEST QUARTER CORNER OF SAID SECTION 27; THENCE NORTH 01°11'26" EAST 2624.87 FEET ALONG THE SECTION LINE AND THE BOUNDARY LINE OF THE SOUTH DAVIS SEWER DISTRICT TO THE NORTHWEST CORNER OF SAID SECTION 27; THENCE ALONG THE SECTION LINES OF SECTION 27 ACCORDING TO THE DEPENDENT RESURVEY OF TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, MAY 11, 1977, BY THE UNITED STATES DEPARTMENT OF THE INTERIOR B.L.M. OFFICE, AS ON FILE WITH THE DAVIS COUNTY SURVEYOR'S OFFICE AND ROTATED TO AGREE WITH THE INFORMATION ON FILE WITH THE SAID DAVIS COUNTY SURVEYOR'S OFFICE IN THE FOLLOWING THREE (3) COURSES: (1) NORTH 89°48'46" EAST 5206.08 FEET, (2) SOUTH 0°25'07" WEST 5260.43 FEET, (3) NORTH 89°59'14" WEST 5276.04 FEET TO THE POINT OF BEGINNING.

CONTAINS 631.82 ACRES.



**ANNEXATION AREA 3 DESCRIPTION**

ADAPTED FROM BOUNTIFUL CITY ORDINANCE NO. 97-21, RECORDED AS ENTRY 1341966, BOOK 2166, PAGE 273, DAVIS COUNTY RECORDER.

THE NORTH HALF OF SECTION 8, TOWNSHIP 1 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, DAVIS COUNTY, UTAH, AS SHOWN APPROXIMATELY ON THE PLAT ATTACHED AS EXHIBIT A OF BOUNTIFUL ORDINANCE NO. 97-21, RECORDED IN THE OFFICE OF THE DAVIS COUNTY RECORDER ON 8/20/1997 AS ENTRY 1341966, BOOK 2166, PAGE 273, DAVIS COUNTY RECORDER'S OFFICE, DESCRIBED AS FOLLOWS:

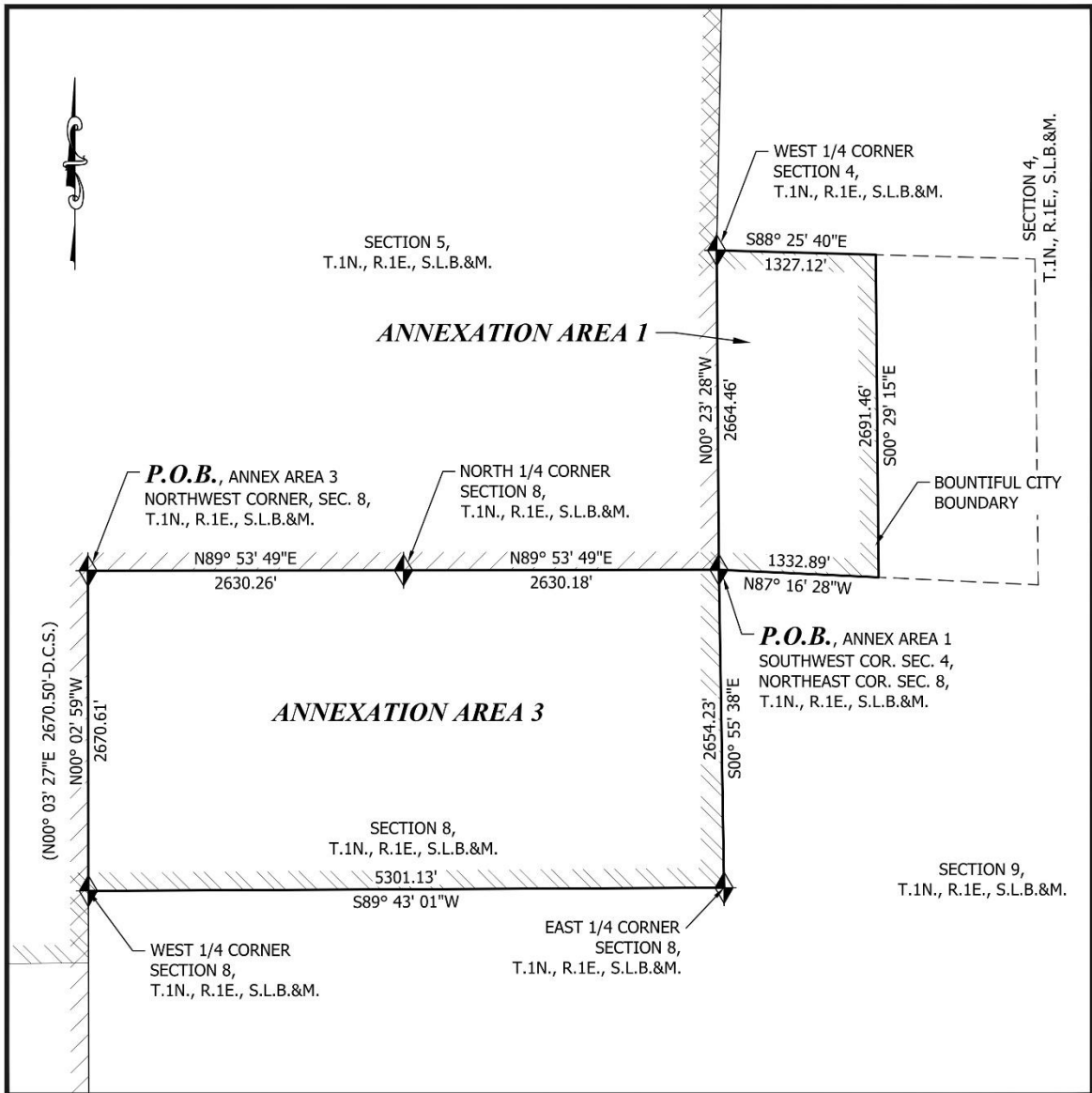
BEGINNING AT THE NORTHWEST CORNER OF SAID SECTION 8 AND RUNNING THENCE NORTH 89°53'49" EAST 2630.26 FEET ALONG THE SECTION LINE TO THE NORTH QUARTER CORNER OF SAID SECTION 8; THENCE NORTH 89°53'49" EAST 2630.18 FEET ALONG THE SECTION LINE TO THE NORTHEAST CORNER OF SAID SECTION 8; THENCE SOUTH 00°55'38" EAST 2654.23 FEET ALONG THE SECTION LINE TO THE EAST QUARTER CORNER OF SAID SECTION 8; THENCE SOUTH 89°43'01" WEST 5301.13 FEET ALONG THE QUARTER SECTION LINE TO THE WEST QUARTER CORNER OF SAID SECTION 8; THENCE NORTH 00°02'59" WEST 2670.61 FEET (NORTH 00°03'27" EAST 2670.50 FEET, BY RECORD) ALONG THE SECTION LINE TO THE NORTHWEST CORNER OF SAID SECTION 8 AND TO THE POINT OF BEGINNING.

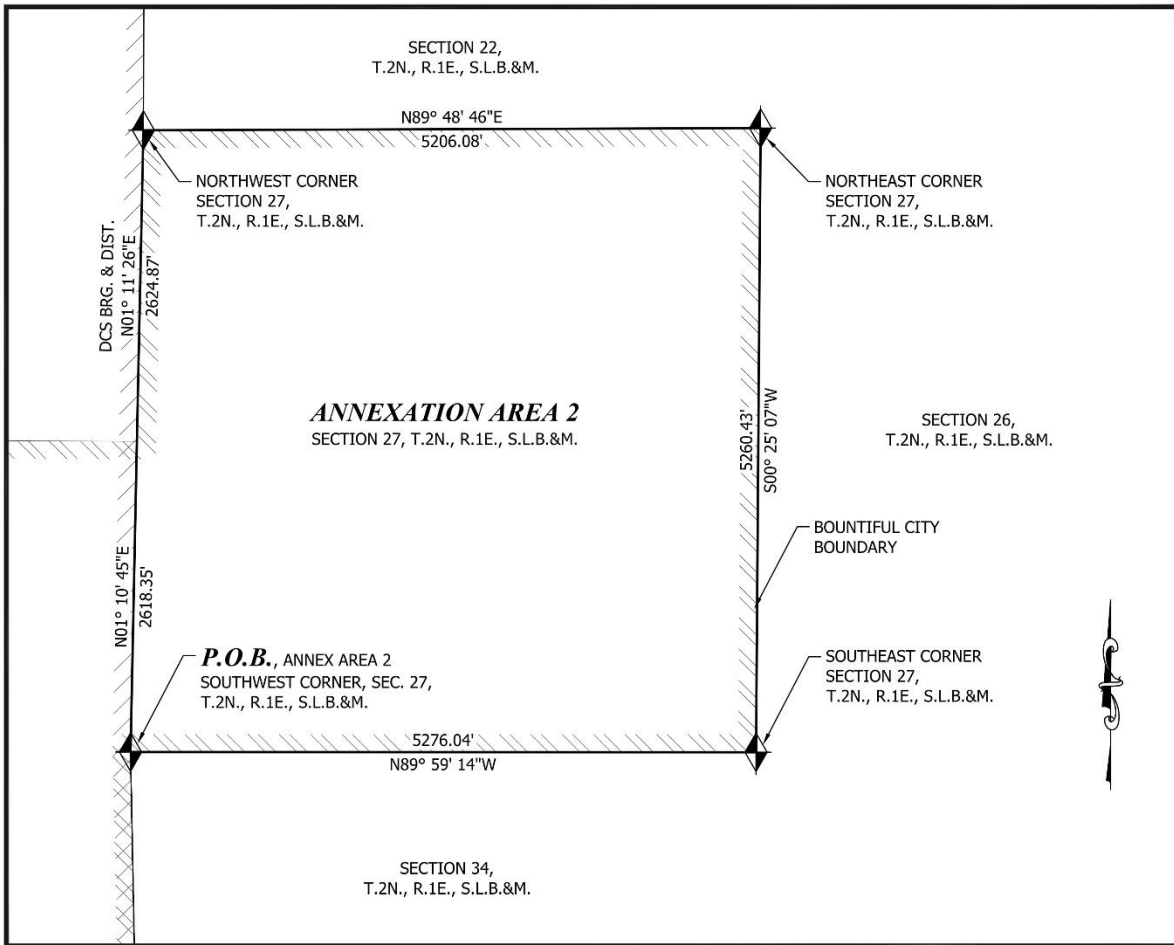
CONTAINS 322.75 ACRES.

**ANNEXATION AREA 4 DESCRIPTION**

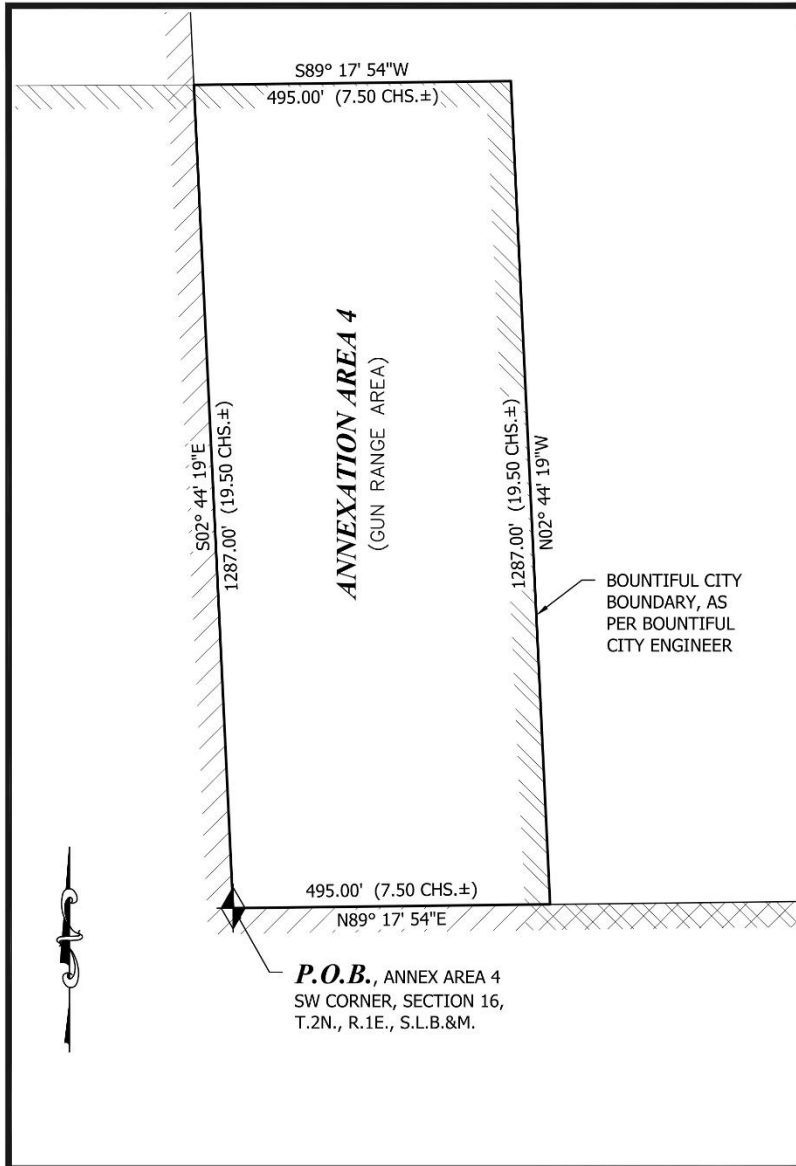
BEGINNING AT THE SOUTHWEST CORNER OF SECTION 16, TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, AND RUNNING THENCE EASTERLY ALONG THE EXISTING BOUNDARY OF THE SOUTH DAVIS SEWER DISTRICT 7.50 CHAINS MORE OR LESS TO A POINT ON THE EASTERLY BOUNDARY OF BOUNTIFUL CITY; THENCE NORTHERLY 19.50 CHAINS MORE OR LESS ALONG SAID BOUNDARY OF BOUNTIFUL CITY; THENCE WESTERLY 7.50 CHAINS MORE OR LESS ALONG SAID BOUNDARY OF BOUNTIFUL CITY TO A POINT ON THE BOUNDARY OF THE SOUTH DAVIS SEWER DISTRICT; THENCE SOUTHERLY ALONG SAID SOUTH DAVIS SEWER DISTRICT BOUNDARY 19.50 CHAINS MORE OR LESS TO THE POINT OF BEGINNING.

CONTAINING 14.62 ACRES.











# City Council Staff Report

**Subject:** Cemetery Plat R Expansion

**Author:** Brock Hill

**Department:** Cemetery

**Date:** 12 January 2021



## **Background**

Over the past few months staff has been researching burial options available to residents of south Davis County. Currently, Bountiful City Cemetery is the only publicly owned cemetery allowing non-residents to pre-purchase burial plots and some don't allow non-residents to purchase burial plots at all. Bountiful Cemetery has always had and is dedicated to continuing to provide several burial options and locations to suit the needs and wants of its patrons. However, we feel a responsibility to Bountiful citizens, in that, this is their cemetery, bought and paid for with their tax dollars and fees. It should be preserved, as best we are able, primarily for their use. Recently, the Council approved the installation of an upright urn burial niche with plans to improve and install a healing garden which will provide other options for urn burials. In 2020, we sold 605 burial plots and averaged 30 traditional burials per month since 2015. This is resulting in higher plot sales and burial numbers every year for Bountiful City as fewer options are available to citizens in south Davis County and surrounding areas.

## **Analysis**

Plat R is the far west section that borders the Performance Honda property and is the last developable section in the existing Cemetery property. Expansion of Plat R includes secondary irrigation system, final grade, perimeter fencing, and sod. As platted, this will add approximately 2515 traditional burial spaces to the existing 751 currently available.

Only three landscape contract companies responded to the request for bids. Responding companies and bids are as follows:

- Elite Landscape Services: \$73,820.00, add sod alternate, \$105,180.00
- Erickson Landscape: \$68,627, add sod alternate, \$95,282.00
- Seasons Four Landscapes: no bid

## **Department Review**

The review was completed by the Parks and Cemetery Departments.

## **Significant Impacts**

Not completing the expansion of Plat R will severely hamper the ability for the Cemetery to provide burial plots and services to our citizens and patrons because of the rapid depletion of burial plot inventory. The Plat R expansion has been budgeted for in the Capital Improvement Plan and there are sufficient funds to cover the construction costs associated with this project.



**Recommendation**

Staff recommends the Council approve the landscaping of Plat R, as described, by authorizing the Cemetery to enter into a landscape construction contract with Erickson Landscaping for the amount of \$95,282.00 (price includes sod).

**Attachments**

None – bid documents and drawing available if requested.

# City Council Staff Report



**Subject:** City Power Lofts Preliminary and Final Architectural and Site Plan for a Mixed-Use Residential and Commercial/Office Development  
**Author:** Curtis Poole, City Planner  
**Address:** 189 South 200 West  
**Date:** January 12, 2021

## Background

The Applicant, Randy Beyer representing Knowlton General, LC, requests preliminary and final architectural and site plan review for a mixed-use residential and commercial/office development located at 189 South 200 West. The property is located within the MXD-R (Mixed Use Residential) Sub-Zone and is bordered by commercial uses to the north, the City Light and Power buildings to the south and west and a multi-family residential use to the east. The property is currently vacant.

The proposed plan shows a vertical mixed-use multi-family residential and commercial/office development consisting of one (1) three-story building. The ground floor will have 1,200 square feet of commercial/office space with entrances facing 200 West. There will be a total of twelve (12) residential units, consisting of eight (8) 1-bedroom units and four (4) 2-bedroom units, located on the second and third floors.

The Planning Commission reviewed the request for preliminary and final architectural and site plan at its January 5, 2021 meeting, and has forwarded a positive recommendation to the City Council on a 7-0 vote. The Planning Commission previously reviewed a zone change request by the Applicant on June 2, 2020 and forwarded a positive recommendation to the City Council on a 7-0 vote. On June 16, 2020, the City Council reviewed and approved the zone change request on a 5-0 vote. The approval changed the zoning from C-G (General Commercial) to MXD-R.

## Analysis

The property is located at the corner of 200 West and 200 South and is 0.5 acres (21,791 square feet). The proposed development will be located to the south of an existing Maverick convenient store, to the east and north of Bountiful City Light and Power and west of an existing multi-family development.

Plans show the proposed building will consist of three levels. Most of the façades visible along 200 West will be brick with a mix of vertical siding. The rear of the building (facing east) will be stucco with a mix of vertical siding. The mass of the building is broken up by the extensions of the residential balconies and larger windows. The architectural elements proposed by the Applicant meet the standards in the Code and compliment the Bountiful

Light and Power building to the south and set a standard for redevelopment along 200 West.

The Mixed-Use Zone permits the development plan to set the standards of development for items such as, setbacks, building height and parking, or utilize the development standards of the underlying zone, in this case the C-G Zone. The development standards for this project were presented to the Commission and Council during the zone change review. The proposed building will be twenty feet (20') from the west and south property lines and the covered parking to the north of the building will be ten feet (10') from the north property line. The building will not exceed thirty-five feet (35') in height.

Based upon off-street parking standards, the development would need twenty-seven (27) stalls for both the commercial/office and residential uses. The proposed development will provide a total of twenty-six (26) stalls, twelve (12) of the stalls being covered. The Mixed-Use Zone permits parking to be shared across uses and further provides the City "the right to dictate the amount of parking and/or the location of parking spaces within a project to achieve the objectives of this Code." Staff finds the proposed parking to be adequate based upon the ability to share parking and further finds the need for a parking study unnecessary as it would be easily demonstrated that one (1) parking space can be "shared" between users.

The landscape standards would require the development to provide a minimum of fifteen percent (15%). The Applicant is proposing to exceed this standard by providing roughly thirty-eight percent (38%). A landscape plan has not been provided as part of the application; however, based upon the percentage of landscaping proposed and the proposed amount of street trees shown on the architectural site plan, Staff is comfortable with recommending approval of the site plan with the condition a landscape plan be submitted to be reviewed and approved by Staff in conjunction with the building permit.

The Applicant is also proposing a plaza style entry as part of the development along 200 West and wrapping around the corner to 200 North, counting toward the commercial/office; currently allowed in the Code. The plaza will consist of an interior development sidewalk that will be connected to the existing sidewalk. These sidewalks will be separated with landscaping features such as benches, trees and flower beds.

The MXD-R Zone requires at least fifty percent (50%) and no more than seventy-five percent (75%) to be a residential use. The remaining percentage could be commercial, office, public facilities or entertainment uses. The proposed development shows 1,200 square feet of floor space for commercial/office and 3,130 square feet of plaza space counting toward the commercial/office use. The total square footage of the development, including the plaza, is 16,162 square feet. The percentage of residential use is seventy-three percent (73%) and the commercial/office use is twenty-seven percent (27%), meeting the standards of the Code. The Mixed-Use Code indicates, "percentages are based on the total square footage of floor area within a project and include areas within a structure (floors of a building) and areas on the surface of the land (sidewalks, parks, etc.)."



The Applicant will use the existing drive access on 200 North and will add an additional access to the north of the building along 200 West. The Applicant will need to construct an ADA compliant pedestrian ramp at the corner of 200 West and 200 North. The Applicant will also provide a trash enclosure matching the building façade on the northeast portion of the development. Bountiful Light and Power has requested an easement of seven feet (7') along the north, south and west property lines.

### **Department Review**

This proposal has been reviewed by the Engineering, Police, 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, culinary water and transportation systems. This project has the potential to set the tone and standard for future redevelopment along 200 West.

### **Recommended Action**

The Planning Commission has forwarded a positive recommendation to the City Council for approval of the proposed mixed-use commercial/office and residential development subject to the following conditions:

1. Complete all redline corrections.
2. Record utility easements of seven feet (7') along the north, south and west property lines.
3. Submit landscape plan to be approved by Staff with the building permit application.
4. All damaged curb, gutter and sidewalk along 200 West and 200 North shall be replaced.
5. Resolve any issues or concerns regarding proposed public improvement construction material and/or methods to the satisfaction of the City Engineer.
6. Comply with the City's current storm water requirements for on-site storm water retention and detention facilities.
7. Each commercial/office tenant shall apply separately for signage meeting the standards of the Code.
8. Pay fees and post an acceptable bond in the amount determined by the City Engineer.
9. Sign a Public Improvement Development Agreement.

## Attachments

1. Aerial photo
2. Architectural Site Plans
3. Floor Plans
4. Building Renderings and Elevations
5. Site Plan
6. Utility Plan

### Aerial Photo









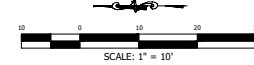
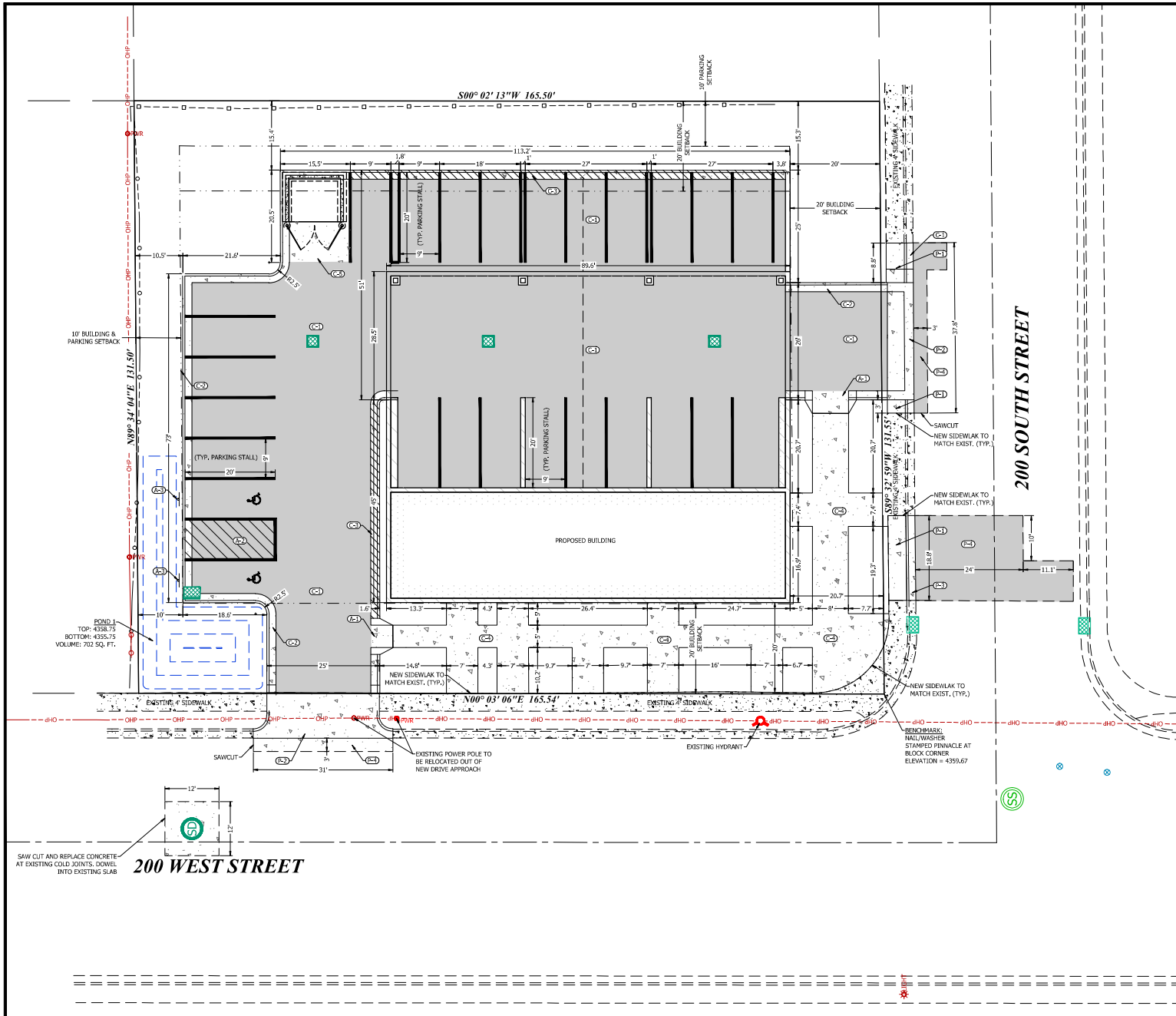












**AREA TABULATION**

	sq. ft.	Acres	%
BUILDING	6,594	0.15	30.24%
IMPROVEMENTS	8,115	0.20	39.13%
LANDSCAPE	6,667	0.15	30.62%
TOTAL	21,376	0.50	100.00%

**SYMBOL LEGEND**

- (C1) PRIVATE ASPHALT SECTION PER DETAIL, SHEET C900
- (C2) PRIVATE 24" CATCH CURB & GUTTER PER DETAIL, SHEET C900
- (C3) PRIVATE 24" RELEASE CURB & GUTTER PER DETAIL, SHEET C900
- (C4) PRIVATE CONCRETE SIDEWALK PER DETAIL, SHEET C900
- (C5) DUMPSTER PAD AND APRON PER DETAIL, SHEET C900
- (A1) ADA SIDEWALK RAMP PER DETAIL, SHEET C900
- (A2) ADA VAN ACCESSIBLE PARKING SIGN PER DETAIL, SHEET C900
- (A3) ADA ACCESSIBLE PARKING SIGN PER DETAIL, SHEET C900
- (C6) CONCRETE SIDEWALK REPLACEMENT PER BOUNTIFUL CITY STANDARDS
- (C7) CONCRETE DRIVE APPROACH PER BOUNTIFUL CITY STANDARDS
- (C8) CONCRETE CURB & GUTTER REPLACEMENT PER BOUNTIFUL CITY STANDARDS
- (C9) ASPHALT REPLACEMENT PER BOUNTIFUL CITY STANDARDS

ALL ITEMS WITHIN THE PUBLIC RIGHT-OF-WAY TO CONFORM TO THE RIGHT-OF-WAY OWNER'S STANDARDS & SPECIFICATIONS.

**ACCESSIBLE AREA CONSTRAINTS**

ALL ACCESSIBLE AREAS ARE TO MAINTAIN THE FOLLOWING MAXIMUM SLOPES AND TOLERANCES:

**ACCESSIBLE PARKING:**  
MAXIMUM SLOPE OF 1:48 (2%) THROUGHOUT.

**ACCESSIBLE ROUTE:**  
MINIMUM WIDTH OF 48"; MAXIMUM SLOPE OF 1:20 (5%) ALONG THE ROUTE; MAXIMUM CROSS-SLOPE OF 1:48 (2%).

**ACCESS ROUTE TURNAROUNDS:**  
A CLEAR 60' TURNING DIAMETER; MAXIMUM SLOPE OF 1:48 (2%) IN ANY DIRECTION.

**LEVEL LANDING / EXTERIOR DOOR LANDING:**  
MINIMUM SIZE OF 60"x60"; MAXIMUM SLOPE OF 1:48 (2%) IN ANY DIRECTION.

**ACCESSIBLE EGRESS TO PUBLIC WAY:**  
MAXIMUM SLOPE OF 1:20 (5%) ALONG THE ROUTE; MAXIMUM CROSS-SLOPE OF 1:48 (2%).

**ADA ACCESS RAMP:**  
MAXIMUM SLOPE OF 1:12 (8.33%), WITH A MAXIMUM CROSS-SLOPE OF 2%. THE TRANSITION BETWEEN ASPHALT AND CONCRETE IS NOT TO EXCEED 1/2" VERTICAL (1/4" IF BEVELED).

1470 South 600 West  
Woods Cross, UT 84010  
Phone 801.298.2236  
www.Entellus.com



Client: KNOXWILTON GENERAL  
Contact: BRIAN  
Phone F: 801.828.0756  
Address: ---  
Email: brian@knoxwilton.com

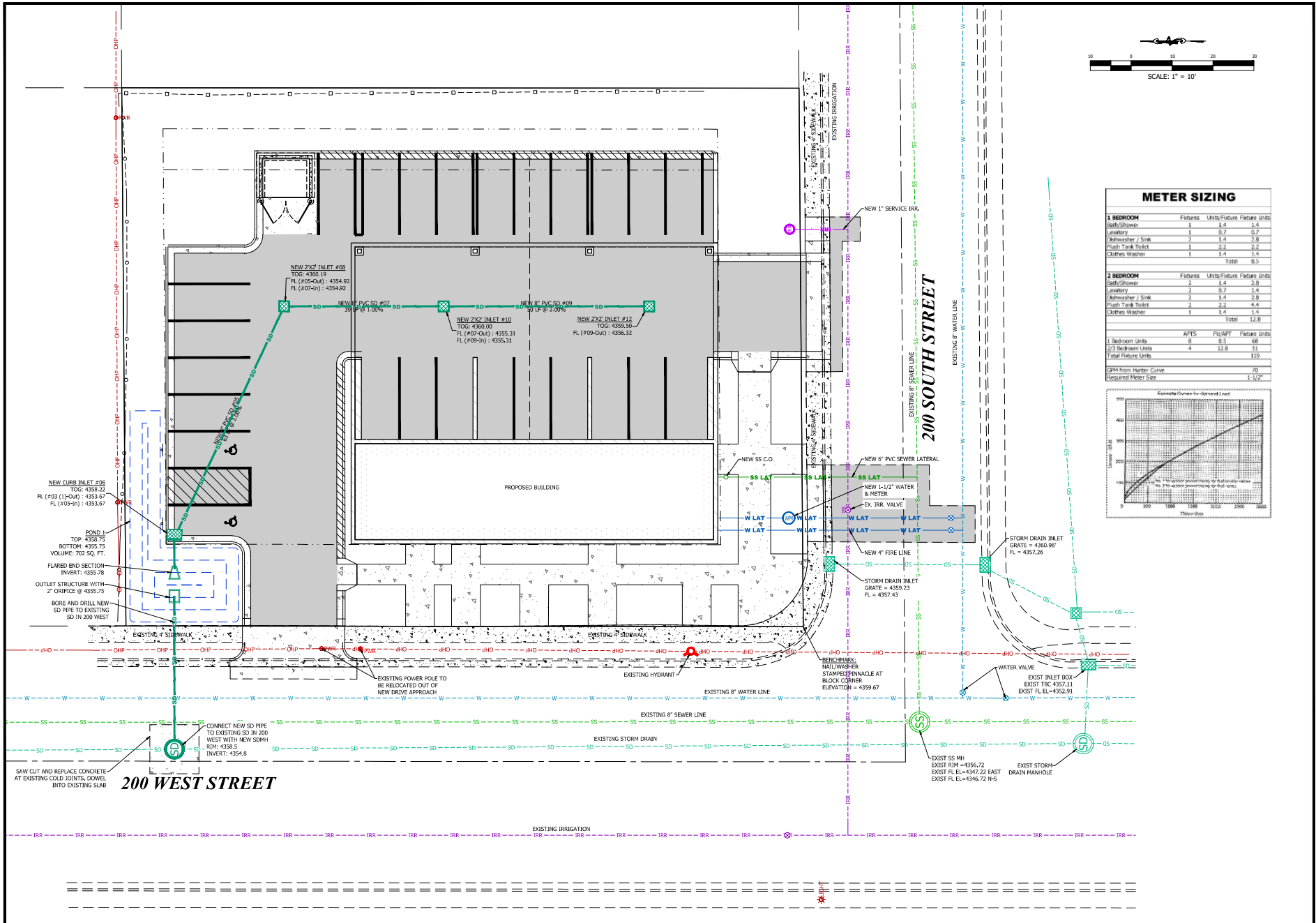
**POWER LOFTS**  
200 SOUTH 200 WEST  
BOUNTIFUL CITY, DAVIS COUNTY, UTAH

REV #	DATE	COMMENT

DRAWN: ANX  
APPROVED: STA  
PROJECT NO: 1185018  
SHEET: 1185018-04

**C400**  
SITE PLAN





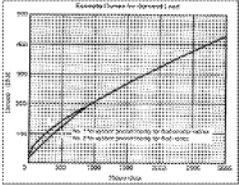
### METER SIZING

Room	Features	Units/Feature	Fixture Units
1 BEDROOM	Bath/Shower	1	1.4
	Lavatory	1	0.7
	Refrigerator / Sink	2	1.4
	Flush Tank Toilet	1	2.2
	Clothes Washer	1	1.4
<b>Total</b>			<b>8.5</b>
2 BEDROOM	Bath/Shower	2	1.4
	Lavatory	2	0.7
	Refrigerator / Sink	2	1.4
	Flush Tank Toilet	2	2.2
	Clothes Washer	1	1.4
<b>Total</b>			<b>12.8</b>

Room	APTS	FLY/APT	Fixture Units
1 Bedroom Units	8	0.5	48
2/3 Bedroom Units	4	12.8	51
<b>Total Fixture Units</b>			<b>119</b>

GPM from Hunter Curve: 70  
 Required Meter Size: 1-1/2"



1470 South 600 West  
 Woods Cross, UT 84010  
 Phone: 801.298.2236  
 www.Entellus.com

**Entellus**

12/15/2020  
 No. 180586  
 SCOTT T. ADOLPH

Client: KNOXWILTON GENERAL  
 Contact: BRIAN  
 Phone: 801.828.0756  
 Address: \_\_\_\_\_  
 Email: brian@knoxwilton.com

**POWER LOFTS**  
 200 SOUTH 200 WEST  
 BOUNTIFUL CITY, DAVIS COUNTY, UTAH

LOCATED IN THESE 1/4 OF SECTION 14, T.2N., R.1E., S.1.R.A.M.

REV #	DATE	COMMENT

DRAWN: ANX  
 APPROVED: STA  
 PROJECT #: 180518  
 SET: 180518.dwg

**C600**  
 UTILITY PLAN

# City Council Staff Report



**Subject:** Interlocal Cooperation Agreement with Davis County for road loan

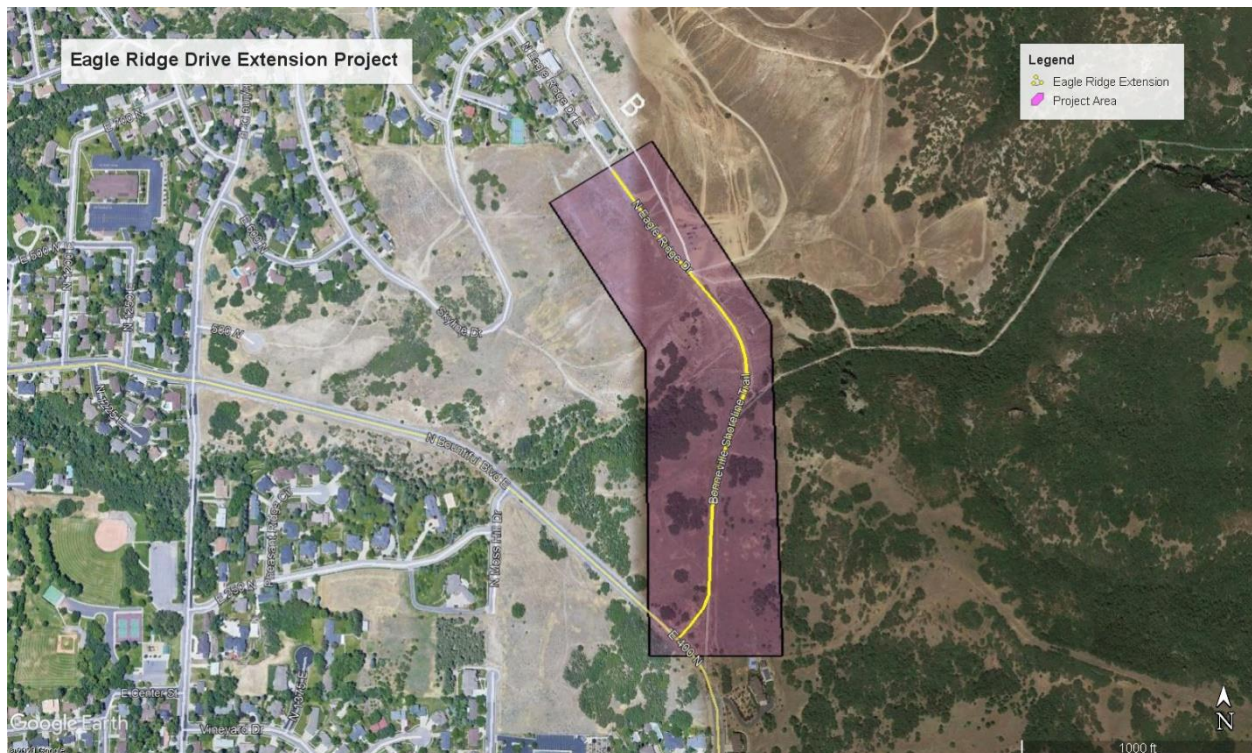
**Author:** Gary Hill, City Manager

**Department:** Administration

**Date:** January 12, 2021

## Background

Eagle Ridge Drive currently ends at about the Bountiful “B.” The Road Master Plan contemplates an extension of that road until it intersects with Bountiful Boulevard. The uncompleted portion of the road crosses property owned by three different entities (from North to South): the DU Company, Davis County, and Custom Enterprises.



It is the policy of Bountiful City for new development to pay for the infrastructure it creates a need for. For example, water lines to a new residential subdivision would be paid by the developer of that subdivision. Eagle Ridge Drive has remained unimproved for many years pending the development of DU Company and/or Custom Enterprises property. Roughly four years ago development of the southernmost property by Rainey Homes seemed imminent and would have required the completion of the road. But changes in phasing and financing have forestalled the improvement. In an effort to construct the long-anticipated

road, Bountiful City, Custom Enterprises, and Davis County have partnered to make financing available this summer for the project. Davis County will loan Bountiful City \$1,000,000 to construct the road itself. Bountiful will design and build the road, along with all of the required services such as water lines, power infrastructure, storm drains, etc. Any items that should have built by the developer will be reimbursed to the city at the time the property actually develops.

### **Analysis**

Davis County has agreed to loan Bountiful City \$1,000,000 toward the construction of a roadway to connect Eagle Ridge Drive with Bountiful Boulevard. The loan is interest-free and must be repaid within 15 years or when the property owner (Custom Enterprises) receives final subdivision approval and repays Bountiful City, whichever is first.

Bountiful will enter into a separate agreement with Custom Enterprises to be reimbursed for the costs of the road and all other required public infrastructure.

### **Significant Impacts**

The completed road will have a major beneficial impact for the neighborhood. Additional traffic and visibility on Eagle Ridge Drive will reduce vandalism and vagrancy. The direct connection from Bountiful Boulevard will greatly improve paramedic, fire and police response times. Finally, the new road will remove traffic from the existing, winding neighborhood roads below the B.

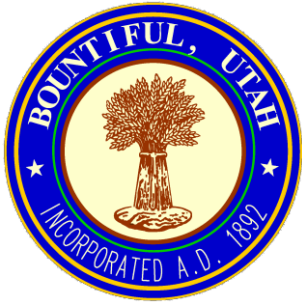
### **Recommendation**

Staff recommends that the City Council adopt Resolution 2021-02, executing an interlocal agreement with Davis County for a \$1 million loan to construct Eagle Ridge Drive.

### **Attachments**

- Resolution 2021-02
- Interlocal Cooperation Agreement with Davis County





# BOUNTIFUL

Bountiful City Resolution No. 2021-02

**MAYOR**

Randy C. Lewis

**COUNCIL**

Millie Segura Bahr

Kate Bradshaw

Kendalyn Harris

Richard Higginson

Chris R. Simonsen

**CITY MANAGER**

Gary R. Hill

## A RESOLUTION APPROVING AN INTERLOCAL COOPERATION AGREEMENT BETWEEN DAVIS COUNTY ON BEHALF OF THE COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT AND BOUNTIFUL CITY.

**WHEREAS**, Utah Code § 11-13-101 *et seq.* authorizes public agencies and political subdivisions of the State of Utah to enter into mutually advantageous agreements for cooperative projects; and

**WHEREAS**, Davis County owns certain real property (“County Property”) located within the corporate boundaries of Bountiful City between the existing Eagle Ridge Drive and Bountiful Boulevard; and

**WHEREAS**, Custom Enterprises Inc owns certain real property (“Custom Enterprises Property”) located within the corporate boundaries of the City that abuts the County Property and is located between the County Property and Bountiful Boulevard; and

**WHEREAS**, the extension of Eagle Ridge Drive on and through the County Property and the Custom Enterprise Property (“Eagle Ridge Drive Extension”) will serve a critical public safety function for the community; and

**WHEREAS**, subject to a separate reimbursement agreement with the owner/developer of the Custom Enterprises Property, the City is willing to construct and maintain the Eagle Ridge Drive Extension as soon as possible subject to the terms and conditions of the attached Agreement; and

**WHEREAS**, the County is willing to loan the City \$1,000,000 in Proposition 1 funds to be used for the construction of the Eagle Ridge Drive Extension subject to the terms and conditions of the Agreement.

**NOW, THEREFORE**, it is hereby resolved by the City Council of Bountiful, Utah, to enter into the Interlocal Cooperation Agreement between Bountiful City and Davis County on behalf of the Community & Economic Development Department as follows:

**Section 1. Agreement Approved.** The Bountiful City Council hereby accepts and approves the Interlocal Cooperation Agreement between Bountiful City and Davis County as written.

**Section 2. Mayor Authorized to Execute.** The Mayor of Bountiful City is authorized to sign and execute the attached Interlocal Cooperation Agreement for and in behalf of the City.

**Section 3. Implementation.** The City Manager and other City officials are authorized to perform all acts they deem necessary and appropriate to implement the Agreement.

**Section 4. Severability Clause.** If any section, part, or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 5. Effective Date.** This Resolution shall become effective immediately upon its approval.

Adopted this 12<sup>th</sup> day of January 2021.

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Mayor Randy C. Lewis

**ATTEST:**

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City Recorder Shawna Andrus

**INTERLOCAL COOPERATION AGREEMENT BETWEEN**

**BOUNTIFUL CITY**

**-AND-**

**DAVIS COUNTY on behalf of the**

**COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT**

THIS AGREEMENT is made and entered into the \_\_day of December, 2020, by and between BOUNTIFUL CITY ("City"), and DAVIS COUNTY, a political subdivision of the State of Utah ("County"), on behalf of the Davis County Community and Economic Development Department.

**WITNESSETH:**

WHEREAS, the County owns certain real property ("County Property") located within the corporate boundaries of the City between the existing Eagle Ridge Drive and Bountiful Boulevard as reflected in Exhibit "A", which is attached hereto and incorporated by this reference; and

WHEREAS, Custom Enterprises Inc owns certain real property ("Custom Enterprises Property") located within the corporate boundaries of the City that abuts the County Property and is located between the County Property and Bountiful Boulevard as reflected in Exhibit "B", which is attached hereto and incorporated by this reference; and

WHEREAS, it is anticipated that the Custom Enterprises Property will develop into a single family residential subdivision which shall include, as a condition of approval of the subdivision, the construction and installation of the extension of Eagle Ridge Drive to Bountiful Boulevard by the owner/developer, and

WHEREAS, the extension of Eagle Ridge Drive on and through the County Property and the Custom Enterprise Property ("Eagle Ridge Drive Extension") as reflected in Exhibit "C" which is attached hereto and incorporated by this reference, will serve a critical public safety function for the community; and

WHEREAS, subject to a separate reimbursement agreement with the owner/developer of the Custom Enterprises Property, the City is willing to construct and maintain the Eagle Ridge Drive Extension as soon as possible subject to the terms and conditions of this Agreement, and

WHEREAS, the County is willing to loan the City \$1,000,000 in Proposition 1 funds to be used for the construction of the Eagle Ridge Drive Extension subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the promises and covenants hereinafter contained, the parties agree as follows:

1. **Incorporation of Recitals.** The foregoing Recitals are hereby incorporated into this Agreement and are made a part hereof.



2. **County Obligations.** The County's obligations are as follows:

(a) The County will loan to the City \$1,000,000 of Proposition 1 funding to be used for the construction of the Eagle Ridge Drive Extension.

3. **City Obligations.** The City's obligations are as follows:

(a) The City will construct and maintain the Eagle Ridge Drive Extension.

(b) The City will repay the \$1,000,000 to the County:

i. on or before 15 years from the date of this Agreement, or

ii when the Custom Enterprises Property receives final subdivision approval and the City receives reimbursement from the owner/developer for the costs of constructing the Eagle Ridge Drive Extension that would otherwise be a condition of subdivision approval, whichever occurs first.

iii. In no case shall any building permits be issued on the subject property as shown in exhibit B before the loan is repaid to the County.

4. **Loan Interest.** No interest shall accrue on the loan from the County to the City.

5. **Term of Loan and Agreement.** The term of the loan and this Agreement shall be fifteen (15) years or when the Custom Enterprises Property receives final subdivision approval and the City receives reimbursement from the owner/developer of the Custom Enterprises Property, whichever is first.

6. **Governmental Immunity.** The City and the County are governmental entities and subject to the Governmental Immunity Act of Utah, Utah Code Annotated §63G-7-101. ("Act"). The parties agree that they shall only be liable within the parameters of the Governmental Immunity Act. Nothing contained in this Agreement shall be construed in any way, to modify the limits of liability set forth in that Act or the basis for liability as established in the Act.

7. **Indemnification.** Each party will defend, indemnify, and hold the other party harmless for and against any liability arising out of or resulting from the negligence or willful misconduct of the other party, its employees, and agents, and/or any breach of this Agreement by the other party. Nothing in this Agreement shall be construed as a waiver by either party to this Agreement of any rights, limits, protections or defenses provided by the Utah Governmental Immunity Act, nor shall this Agreement be construed, with regard to third parties, as a waiver of any governmental immunity to which either party to this Agreement is entitled.

8. **Interlocal Agreement.** In satisfaction of the requirements of the Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated 1953, as amended ("Interlocal Act"), in connection with this Agreement, the City and the County (for purposes of this section, each a "party" and collectively the "parties") agree as follows:

(a) This Agreement shall be approved by each party, pursuant to Utah Code Annotated §11-13-202.5 of the Interlocal Act;

(b) This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each party, pursuant to Section §11-13-202.5 of the Interlocal Act;

- (c) A duly executed original counterpart of the Agreement shall be filed with the keeper of records of each party, pursuant to §11-13-209 of the Interlocal Act;
- (d) Each party shall be responsible for its own costs of any action done pursuant to this Agreement, and for any financing of such costs; and
- (e) No separate legal entity is created by the terms of this Agreement.

9. **Counterparts.** This Agreement may be executed in counterparts by the City and the County.

10. **Governing Law.** This Agreement shall be governed by the laws of the State of Utah both as to interpretation and performance.

11. **Integration.** This Agreement embodies the entire agreement between the parties and shall not be altered except in writing signed by both parties.

IN WITNESS WHEREFORE, the Parties have signed this Agreement on the dates set forth below.

BOUNTIFUL CITY

By \_\_\_\_\_  
Mayor Randy Lewis

[SEAL]

Attest:

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

Approved as to form and compliance with applicable law:

\_\_\_\_\_  
Clinton Drake, City Attorney

Date: \_\_\_\_\_

DAVIS COUNTY

By: \_\_\_\_\_  
Lorene Kamalu, Chair  
Board of Davis County Commissioners  
Date: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Curtis Koch  
Davis County Clerk/Auditor

Approved as to form and compliance with applicable law:

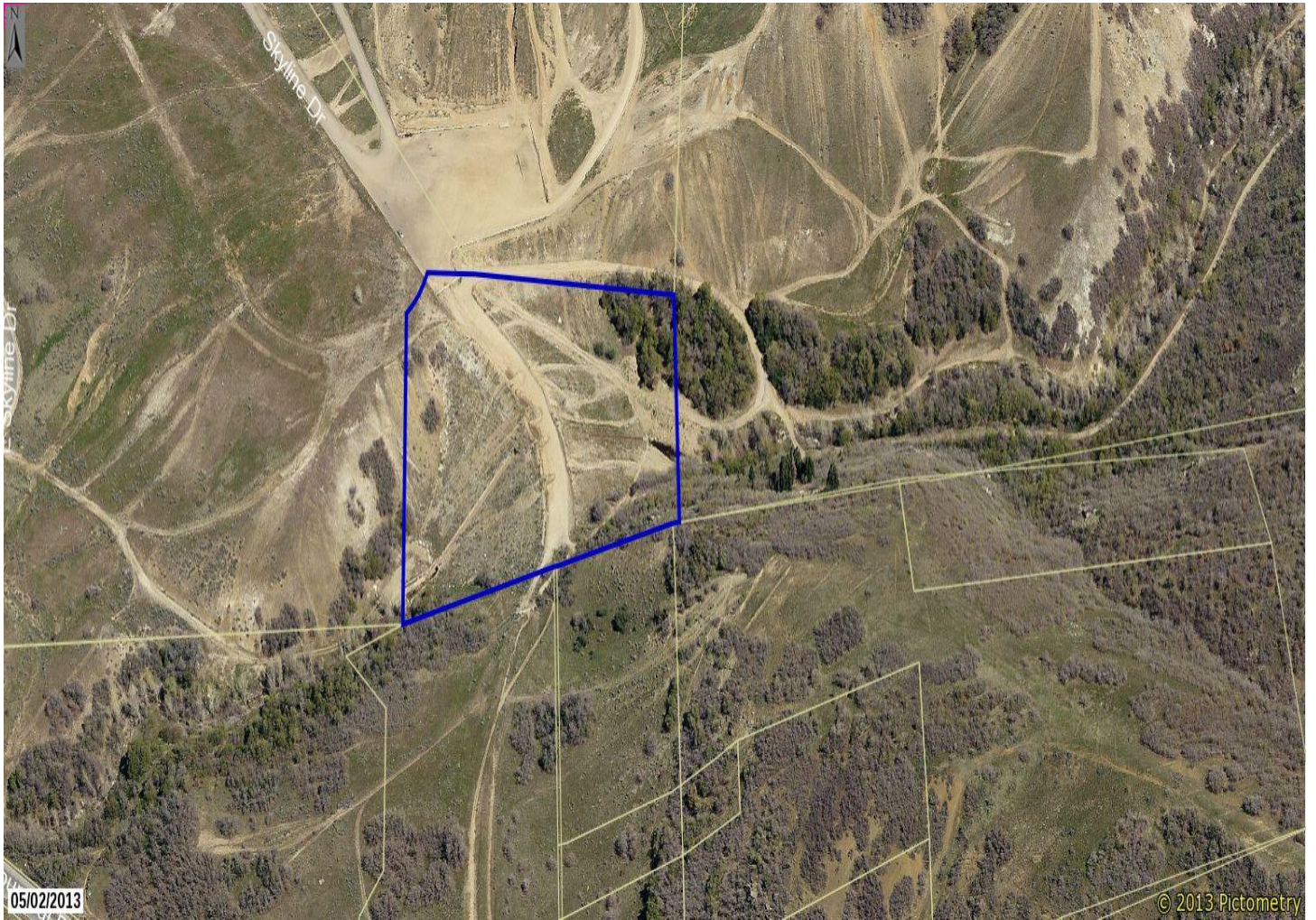
\_\_\_\_\_  
Davis County Attorney

Date: \_\_\_\_\_



**Exhibit "A"**  
**County Owned Property**

**6.17 Acres**





**Exhibit "B"**

**“Subject Property” Owned By Custom  
Enterprises**

**9.02 Acres**





# Exhibit "C"

## Eagle Ridge Drive Extension

Approximately 1/2 Mile







# City Council Staff Report

**Subject:** Final Acceptance of the Seifert Subdivision  
**Authors:** City Engineer  
**Date:** January 12, 2021

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## **Background**

The Seifert Subdivision was given final approval by the City Council in January 2019, with construction occurring in the fall of 2019. This development included three lots (2 new, 1 existing) which front on 725 West at approximately 3300 South.

## **Analysis**

Public improvements constructed included an extension of the culinary water, storm drain, sewer, irrigation, and power system, in addition to the roadway improvements. After reviewing the condition of these items at the end of the one year warranty period, no defects have been identified, and no repairs are required.

## **Department Review**

This memo has been reviewed by the City Manager.

## **Significant Impacts**

The City will now assume all responsibility for the maintenance of the public streets, and associated improvements.

## **Recommendation**

Staff recommends the City Council accept the public improvements constructed for the Seifert Subdivision, authorize the release of the balance of the bond and relieve the developer of any further obligation.

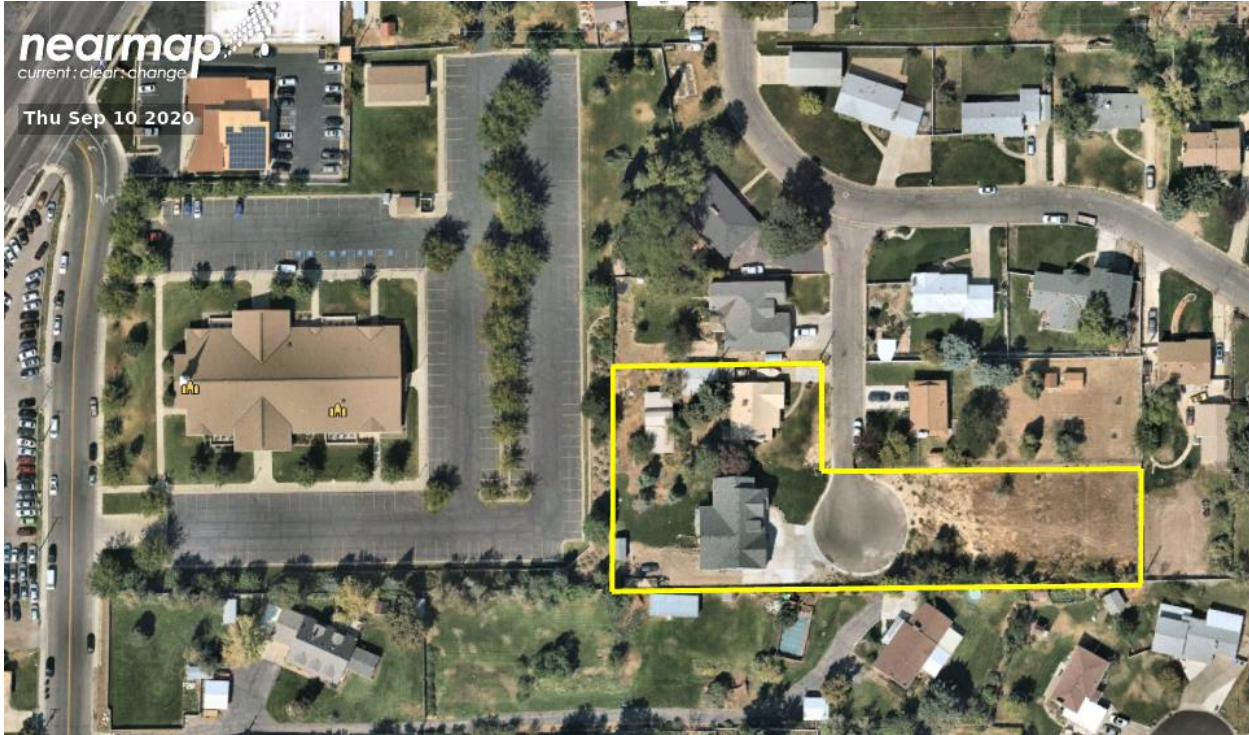


Figure 1 Seifert Subdivision



# City Council Staff Report



**Subject: Amendments to City Policy Manual**  
**Author: Clinton Drake**  
**Department: Legal**  
**Date: January 12, 2021**

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## **Background**

Utah law allows city councils to establish personnel policies and guidelines by resolution. Accordingly, Bountiful City has adopted the Personnel Policies and Procedures Manual of the City of Bountiful (“Policy Manual”). The Policy Manual is essential in assisting in the efficient utilization of City resources and the fair and uniform application of requirements regarding City operations and City employees. The existing Policy Manual is an excellent document, however, because laws change with regularity, it is important to periodically review and amend the Policy Manual. The Executive, Legal and Human Resources Departments have reviewed the Policy Manual and made amendments to the Policy Manual for the Council to consider.

## **Analysis**

Staff typically reviews the Policy Manual at the beginning of each year and, if necessary, proposes changes. The proposed changes this year are simple and straight-forward. Accordingly, this Staff Report does not summarize the changes as they are small and easily viewed in the attached Resolution.

## **Department Review**

This Staff Report was prepared by the City Attorney and reviewed by the City Manager.

## **Significant Impacts**

None of the proposed changes create significant impacts.

## **Recommendation**

It is recommended that the City Council approve Resolution 2021-03 amending the Personnel Policies and Procedures Manual of the City of Bountiful.

## **Attachments**

Resolution 2021-03



# BOUNTIFUL

## BOUNTIFUL CITY, UTAH RESOLUTION NO. 2021-03

MAYOR  
Randy C. Lewis  
CITY COUNCIL  
Millie Segura Bahr  
Kate Bradshaw  
Kendalyn Harris  
Richard Higginson  
Chris R. Simonsen  
CITY MANAGER  
Gary R. Hill

### A RESOLUTION AMENDING THE PERSONNEL POLICIES AND PROCEDURES MANUAL OF THE CITY OF BOUNTIFUL

WHEREAS, Utah Code Annotated §10-3-717 and authorizes city councils to establish personnel policies and guidelines by resolution; and

WHEREAS, the Bountiful City Council has adopted a Personnel Policies and Procedures Manual to assist in the efficient utilization of City resources and the fair and uniform application of requirements regarding City operations and City employees; and

WHEREAS, the Personnel Policies and Procedures Manual should be reviewed and amended from time to time to ensure compliance with the law and contemporary management practices; and

WHEREAS, the City Council finds that amending, adopting and implementing the City Personnel Policies and Procedures Manual is in the best interests of Bountiful City and its employees.

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

**Section 1. Amendment.** The Bountiful City Council does hereby amend the Personnel Policies and Procedures Manual to include the changes as follows: (changes tracked, showing only amended parts or parts relevant to the amendment)

#### 101. Introduction and DISCLAIMER

D. The current Policies & Procedures Manual shall be maintained by the Bountiful City ~~Recorder~~ Attorney. Employees are provided a copy upon hiring. It is also available at any time from the Human Resources Department and posted electronically. It is the duty of every employee to read the current Manual at least annually.

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#### 312. Leaves of Absence

##### A. Holidays

1. Regular City employees working 40 hours per week are granted 96 hours of holiday leave, which shall be taken as follows:

a. Unless otherwise approved by their Department Heads, employees working eight hour shifts shall take ~~80-88~~ hours in the following paid holidays each year: New Year's Day, Dr. Martin Luther King, Jr. Day, President's Day, Memorial

Day, Independence Day, Pioneer Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day.

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### **508. Reporting Employee Fraud or Abuse of Public Funds**

B. Employees who become aware of fraud or abuse of public funds shall notify their immediate supervisor, Department Head, City Victim Advocate, Human Resources Manager, City Attorney, City Manager, or report the issue through the City's fraud hotline by e-mail at [fraudhotline@bountiful.gov](mailto:fraudhotline@bountiful.gov) or by telephone through at (801) 298-6143

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### **601. Disciplinary Actions**

B. An employee whose conduct violates these policies and procedures may, at the discretion of the City, be subject to one or more of the following disciplinary actions:

1. An oral warning, to be documented and placed in the employee's personnel file. The fact that the oral warning is documented does not convert it into a written reprimand. An immediate supervisor, a Department Head or the City Manager, may issue an oral warning. There is no investigation or pre-determination hearing pre-disciplinary required for an oral warning, and there is no right of appeal.

2. A written reprimand, with a copy to be placed in the employee's personnel file. A Department Head or the City Manager or their designee may issue a written reprimand. There is no investigation or pre-determination hearing pre-disciplinary required for a written reprimand or suspension for two days or less that has been imposed by a Department Head, but there is a right of appeal to the City Manager. There is no right of appeal the City Manager's written reprimand or suspension for two days or less.

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### **603. Imposing Disciplinary Action**

A. If the Department Head believes that disciplinary action greater than a written reprimand and/or suspension of more than two days may be appropriate, an informal pre-determination hearing pre-disciplinary hearing shall be held by the Department Head.

B. The employee shall be given timely notice of the pre-determination hearing pre-disciplinary hearing, an overview of the allegations, and potential disciplinary action.



C. Prior to the ~~pre-determination hearing pre-disciplinary~~ hearing the employee may submit a written response to the Department Head to the allegations.

D. At the ~~pre-determination hearing pre-disciplinary~~ hearing the employee will be given an opportunity, verbally or in writing, to present his/her explanation of the event or conduct in question prior to any disciplinary action being taken.

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

**APPROVED, PASSED AND ADOPTED BY THE BOUNTIFUL CITY COUNCIL THIS 12<sup>TH</sup> DAY OF JANUARY, 2021.**

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

ATTEST:

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