

BOUNTIFUL CITY COUNCIL MEETING

TUESDAY, May 12, 2020

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. 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 and indicate in the email if you would like your comment read at the meeting.

AGENDA

7:00 p.m. – Regular Session

1. Welcome, Pledge of Allegiance and Thought/Prayer
2. Council Update
3. Consider the Fiscal Year 2020-2021 Tentative Budget for adoption – Mr. Galen Rasmussen p. 3
4. COVID-19 discussion – Mr. Gary Hill p. 5
5. Adjourn



City Recorder

City Council Staff Report

Subject: Budget Overview and Tentative Budget Adoption
Author: Galen D. Rasmussen, Assistant City Manager
Department: Executive
Date: May 12, 2020



Background

As required by State law (Utah Code Sections 10-6-109 to 10-6-113), a budget has been prepared by management and staff for consideration as Bountiful City's Tentative Budget for Fiscal Year 2020-2021. State law requires adoption of a tentative budget at the first regular meeting in May of each year along with the setting of a time and place for a public hearing on that Tentative Budget.

Analysis

The document, "**City of Bountiful, Operating and Capital Budget, Fiscal Year 2021**" was distributed previously to each of you for use in conducting Council Budget Committee Meetings with every department and fund of the City and the Bountiful Redevelopment Agency (RDA). Development of the budget began in early January within each department of the City. The City Manager, Assistant City Manager, HR Manager and others prepared projections and various analyses to arrive at the budget document you received.

This budget document is presented tonight for adoption by the Mayor and City Council as the "Tentative Budget" of the City for Fiscal Year 2020-2021 which begins on July 1, 2020 and ends on June 30, 2021. The budget document contains a summary of the budget process, Council priorities, a variety of narrative descriptions, and quantitative measures. This collection of data provides documentation for results of past operations, projected results for the current fiscal year, and the request for Fiscal Year 2020-2021. There are also sections for fees and charges and a long-term capital plan. Submitted also for adoption, by reference, along with the budget document are:

1. Compensation schedules which were used to develop the personnel services sections of the budget document.
2. A certification of participation in the Public Employees Contributory Retirement System and the Public Safety Contributory Retirement System of the Utah Retirement Systems (URS) for fiscal year 2020-2021.

This combined budget document with fees, charges, long-term capital plan, referenced compensation schedules, and URS certifications are presented for consideration of adoption as the Tentative Budget of the City.

As a companion to the budget document, I will also conduct a brief presentation during the Council Meeting to highlight overall budget amounts and key points of the budget for each fund of the City for consideration of the Council. The budget document itself is prepared in accordance with the State Uniform Fiscal Procedures Act and is balanced with regard to revenues and expenditures/expenses.

Department Reviews

The referenced budget document for Fiscal Year 2020-2021 has been reviewed by every department manager in the City; Council Budget Committees; and the City Manager for concurrence. During the Council Budget Committee Meetings there were some considerations expressed as potential changes to the tentative budget. The Tentative Budget presented tonight will therefore be revised to incorporate any recommended changes to arrive at a final budget that will be presented for adoption by the Mayor and City Council on June 16, 2020 after applicable public hearing processes. The companion analysis presentation to be provided tonight during the meeting is derived from the Tentative Budget document and has also been reviewed for concurrence by the City Manager.

Significant Impacts

None.

Recommendation

Based on the analysis provided, and the Operating & Capital Budget document referenced, it is recommended that the Mayor and City Council:

1. Adopt the "**City of Bountiful, Operating and Capital Budget, Fiscal Year 2021**" document as the City's Tentative Budget.
2. Set the time and place for a public hearing on the Tentative Budget. This would be the City Council Meeting to be held at 7:00 p.m. on Tuesday, June 16, 2020 at the South Davis Metro Fire Agency Main Station Training Room.

Attachments

None

City Council Staff Report

Subject: Coronavirus Update and Discussion
Author: Gary Hill
Department: Administration
Date: May 12, 2020



Background

In March 2020 the City Council and City Staff worked through a variety of issues related to the Covid-19 pandemic and related restrictions from the State of Utah and Davis County.

Goals for Bountiful City Response

- 1. Provide City Services With As Little Disruption As Possible**
- 2. Protect Our Employees and the Public**
- 3. Promote Calmness and Normalcy**

Analysis

At the Council meeting on May 12th, staff would like to update the Council on current operations and discuss plans on a few policy areas including bowery rentals, special events, mass gatherings, and utilities. For reference, I have attached a summary of the direction Staff received in March:

Special Events

- No events between now and May 16, 2020
 - Dates to be reconsidered in early May
- Events will be scheduled on a first-come, first-served basis
 - Deference given to City's major events like Chalk Art, Concerts in the Park, Coats for Kids, etc.
- If events are cancelled due to Coronavirus, we will try to accommodate requests to reschedule based on:
 - No conflicts with already-scheduled events,
 - Impact to City infrastructure (like park grass),
 - Cost and burden on staffing.

Parks and Boweries

- Not cancelling bowery rentals, but we are refunding reservation fees for groups that won't be able to meet the 10-person standard.
- Parks will remain open, but restrooms will remain closed (and signed) for the time being.

Dog Park

- Dog park to remain open unless park users abuse the 10-person and/or social distancing standards.

Public Meetings

- We will schedule only one meeting per month in April and May
 - City Council: April 14 and May 26

- Planning Commission: April 7 and May 5 (Administrative Committee will be held prior to PC meetings)
- Planning Commission meetings with a public hearing and City Council meetings (including work sessions) will be streamed to the public.
- No other meetings will be streamed.
- We will encourage any council or commission member one who wants to participate remotely to do so.
- Meetings will be as brief as possible. We encourage council and commission members to read staff reports so that in-meeting presentations are short.

Utility Shut-offs

- We will not shut off utilities due to non-payment during the crisis. Notices of late payment will still go out, but they will not state that utilities may be shut off.
- We will not advertise we are not shutting off utilities.

Golf Course

- Course to remain open with precautions to limit groups congregating and sanitation standards in place

Communication

- Stay the course with “business as usual” messaging, but use communication methods to tell people about decisions made in council meetings and to promote local shopping and restaurant take-out.

Department Review

This report was prepared by the City Manager

Recommendation

There is no specific recommendation at this time – Staff would like the City Council to discuss next steps in the City’s Covid-19 response and recovery plans

Attachments

None