

# BOUNTIFUL CITY COUNCIL MEETING

TUESDAY, April 26, 2016

**Work Session – 6:00 p.m.**

**Regular Meeting - 7:00 p.m.**

NOTICE IS HEREBY GIVEN that the City Council of Bountiful, Utah will hold its regular Council meeting at City Hall, 790 South 100 East, Bountiful, Utah, at the time and on the date given above. The public is invited to both the Work Session and Regular Meeting. Deliberations will occur in both meetings. Persons who are disabled as defined by the Americans With Disabilities Act may request an accommodation by contacting the Bountiful City Manager at 801.298.6140. Notification at least 24 hours prior to the meeting would be appreciated.

If you are not on the agenda, the Council will not be able to discuss your item of business until another meeting. For most items it is desirable for the Council to be informed of background information prior to consideration at a Council meeting. If you wish to have an item placed on the agenda, contact the Bountiful City Manager at 801.298.6140.

## AGENDA

### 6:00 p.m. - Work Session

1. RAP tax allocation discussion – Mr. Gary Hill separate document
2. IPA restructuring discussion – Mr. Allen Johnson p. 3

### 7:00 p.m. Regular Session

1. Welcome, Pledge of Allegiance and Thought/Prayer
2. Approve minutes of previous meetings: p. 13
  - a. April 12, 2016 City Council
  - b. April 11, 2016 Public Safety and Public Relations Budget Committee Meeting
  - c. April 12, 2016 Finance, Administration and RDA Budget Committee Meeting
  - d. April 13, 2016 Water Budget Committee Meeting
  - e. April 14, 2016 Parks, Recreation and Fine Arts Budget Committee Meeting
  - f. April 18, 2016 Streets, Sanitation and Traffic Safety Budget Committee Meeting
  - g. April 19, 2016 Power Department Budget Committee Meeting
3. Youth Council report
4. Council Reports
5. Consider approval of weekly expenditures > \$1,000 paid April 4 & 11, 2016 p. 41
6. Hill Air Force Base June Air Show - Colonel Chris Long and Mr. Kevin Ireland
7. High School recognition – Bountiful and Viewmont High Schools
8. PUBLIC HEARING - Consider approval of Ordinance 2016-04 vacating Nor Del subdivision, Terri Locher and Rick Gelhart, applicant – Mr. Chad Wilkinson p. 45
9. Consider approval of the purchase of a 2016 Dodge Charger in the amount of \$25,483 for the Police Department – Chief Tom Ross p. 51
10. Consider approval of a contract with Entelen Design-Build, LLC to construct the Bountiful Museum Re-Design Project in the amount of \$314,052.88 – Mr. Todd Christensen p. 53
11. Consider approval of the purchase of a one ton truck from Ken Garff Ford and a Rugby 9' dump body from Semi Service in the total amount of \$37,099.77 – Mr. Gary Blowers p. 57
12. Adjourn

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City Recorder



# City Council Staff Report

**Subject:** IPP Power Sales Contract  
**Author:** Allen Ray Johnson  
**Department:** Light & Power  
**Date:** April 26, 2016



## **Background**

We have discussed in previous City Council meetings the fact that the Intermountain Power Project (IPP), administered by the Intermountain Power Agency (IPA), is losing its California power purchasers in 2027 for all coal-generated electricity. However, the California entities are willing to continue as customers for natural gas-fired power. The solution, then, is to convert the IPP to a natural gas facility. On October 23, 2012, the City Council approved two of the necessary agreements, known as the Second Amendatory Power Sales Contract and the Fourth Amendment to the IPA Organization Agreement.

As of March 16, 2016, all of the thirty-five purchasers have approved and signed the necessary Amendatory Contracts and they are now in effect. The contracts indicate that there are three more contracts that we need to sign and return to IPA before May 25, 2016. The first contract is the Acceptance Letter, which needs to be signed by all Purchasers who wish to remain in the project after 2027 at the termination of the existing Power Sales Contract. The second would be the Renewal Power Sales Contract. The third is the Excess Power Agreement.

## **Analysis**

Bountiful City is currently a part owner of the IPP project and our share of the electrical power output has been used by the City as well as being laid off or reserved for possible future use (and until needed sold to California purchasers). It is an important element of the City's power planning.

The existing plant was rated at 1,800 megawatts (MW) with the City's share at 30 MW. The new gas fired plant was proposed to be built at 1,200 MW, so we would only see approximately 20 MWs. The Excess Power contract allows us to lay off the entire output from the plant to the California purchasers with a one-year call back provision. This allows us to keep this power available should the City need or require the power in the future. We may have an option to pick up additional orphan shares if other Utah Purchasers choose not to continue with the project after 2027.

We have received a letter from IPA on April 11, 2016, which indicates that the project could or will need to be downsized again to 600 to 800 MW's. This sizing is due to the power requirements from the California Purchasers.

The impacts of this additional downsizing on the City are not yet fully known. If the plant is downsized to 600 MW's, the fixed costs along with the decommissioning costs of the current

plant will increase the operational costs for the new project. This will limit the desire of the City to call back this power for the short term due to the possible pricing.

### **Department Review**

The Power Department Staff, City Attorney, and the City Manager have reviewed this letter and the associated contracts.

### **Significant Impacts**

Bountiful City has a share of 30 megawatts and has at times used up to 20 of that, which availability will be lost if the IPP contracts end in 2027. The ability to have 20 MW or more in reserve is a major benefit to the City and the continued operation of the Power Department. If the plant is downsized to 600 MW's, the fixed costs along with the decommissioning costs of the current plant will increase the operational costs for the new project. This will limit the desire of the City to call back this power for the short term due to the possible pricing. The power will still be able to be laid off to the California purchasers until the time that it is needed for the City.

### **Recommendation**

Staff is still evaluating the project and we would like to discuss the options with the Council along with the new information and will provide an official recommendation at an upcoming meeting.

### **Attachments**

Letter from IPA Chair to Utah Purchasers re Project Size and Voting Bloc



April 11, 2016

**VIA US MAIL AND EMAIL**

Representatives of Utah Purchasers  
Listed on Attached Appendix A

**Re: IPA Renewal Offer Update**

Dear Utah Purchasers' Representatives:

As I trust you are now aware, Intermountain Power Agency has provided the Renewal Offer dated March 18, 2016, to all of the Intermountain Power Project Purchasers. I am pleased to report that almost all of the Utah Purchasers have placed the Renewal Offer on municipal council and governing board agendas for April.

I am writing to update you on some important matters that the Utah Purchasers should keep in mind as they prepare for their governing bodies' consideration of the Renewal Offer. I have provided an executive summary of the more detailed discussion that follows. You may want to share the executive summary in the upcoming meetings of the Utah Purchasers' governing bodies.

**Executive Summary**

- **Project Downsizing** - The repowered Project will likely be downsized from the initially proposed 1,200 megawatts.
  - Purchasers who will be buying the repowered electricity generated at IPP on a permanent basis have expressed a need to reduce the design capacity of the repowered Project;
  - The Project documents permit downsizing of the repowered Project with approval of the Project's governing bodies at any time prior to commencing the Gas Repowering;
  - The Project participants have discussed downsizing for a while and recent indications of demand for power on a permanent basis suggest that the design capacity of the repowered Project could be reduced by up to 50% (600 megawatts); and
  - Utah Purchasers who would like to limit the downsizing for their own needs should speak soon to commit to take IPP power on a permanent basis.

- **Maintaining Utah Voting Bloc in Renewal** - The renewal process provides Utah Purchasers an opportunity to maintain their current 20+% voting bloc on the IPP Renewal Contract Coordinating Committee (enabling them to block votes that are contrary to Utah interests).
- Utah Purchasers will need to subscribe collectively for entitlements in their Renewal Power Sales Contracts of greater than 20% (nearly all of their current aggregate entitlement percentage); and
- Utah Purchasers will have two chances to subscribe for entitlements in the next few months as the subscription rounds progress.
  - The first opportunity is before them right now; and
  - If needed, the second opportunity will be a 45-day period to agree with all the other Utah Purchasers for the complete allocation of orphaned Utah entitlement percentages. The second opportunity will only be for the Utah Purchasers who subscribed in the current round and will be needed only if any Utah Purchaser subscribes for an entitlement percentage in the repowered Project that is less than its present entitlement in the Project.
- **Subscription Planning** – Among other things, Utah Purchaser should consider the following in planning for entitlement subscription in the Renewal Power Sales Contract.
  - Similar to the arrangement that exists today under the Excess Power Sales Agreement, the Utah Purchasers may elect to lay off the financial responsibility for their entitlements under the Agreement for Sale of Renewal Excess Power;
  - Utah Purchasers' governing bodies should authorize their representatives to not only renew their current entitlement percentages but also to increase their entitlement percentages at least as needed to preserve the Utah Purchasers' voting bloc; and
  - Purchasers should enlist the help of IPA and IPA's legal counsel to prepare for and present at their governing bodies' meetings to help explain the downsizing of the Project and to facilitate the timely approval of the Renewal Offer.

### **Project Downsizing**

The Second Amendatory Power Sales Contracts that recently became effective between IPA and the IPP Purchasers provide for the Gas Repowering (the repowering of the Project from an 1,800-megawatt coal-fueled facility to a 1,200-megawatt design capacity natural gas power plant). While many involved in the Project would like to see the Project remain at its current size, as a practical matter, sizing of the Project needs to correspond to the resource needs of the Purchasers who will actually purchase and take power generated at IPP on a permanent basis.

The Purchasers' latest indications of generation needs suggest that demand may only support a design capacity ranging between 600 and 800 megawatts (and that design capacity may be further reduced). Therefore, I feel it is important for you to know about this potential reduction in the repowered Project's design capacity now (before the Utah Purchasers' governing bodies consider the Renewal Offer). I also feel, though, that this should not delay the Utah Purchasers' action toward approving the Renewal Offer.

I believe this anticipated reduction in design capacity should not slow down the approval process because it is consistent with terms of the Renewal Offer. The Second Amendatory Power Sales Contracts clearly anticipate the possible reduction in design capacity of the repowered Project prior to the commencement of the Gas Repowering. The contracts provide that the reduction is to be determined by the IPP Coordinating Committee and the IPA Board of Directors subject to the approval of the Renewal Contract Coordinating Committee (the body designated to represent the Purchasers entering into the Renewal Power Sales Contracts). This possibility has also been discussed among the Purchasers' representatives in renewal project planning meetings. Design capacity may be further reduced as demand is gauged closer to the commencement of the Gas Repowering or as a result of any California Purchasers electing to take their off-ramp in 2019.

Another reason that this downsizing should not delay the Utah Purchasers' actions to approve the Project is that entitlements in the Project are expressed as percentages so a Purchaser can proceed by approving subscription for a percentage entitlement. The subscription for entitlements is not tied to the size of the repowered Project (the reduction in design capacity would translate a fixed percentage entitlement into reduced entitlements in subscribed megawatts, though).

I understand that some Utah Purchasers will be impacted more than others by a reduction in the repowered Project's design capacity. Those Utah Purchasers that are concerned with the reduction in design capacity may express, however, a commitment to take entitlements on a permanent basis. I understand that taking power on a permanent basis is subject to its own level of risk given the cost to operate the repowered Project is yet to be determined. That being said, the demand for a 1,200-megawatt project does not appear to exist.

I understand that it will be some time before we know the actual extent of the downsizing of the Project. But LADWP, as IPP Operating Agent, has committed to keep the Purchasers informed of the ongoing discussion of the downsizing. If the Utah Purchasers would like to have an impact on the sizing of the repowered Project, then sometime soon, the Utah Purchasers should express their interest, if any, in taking power from the repowered Project on a permanent basis. The IPP Coordinating Committee and the IPA Board of Directors will likely be asked soon to acknowledge the potential downsizing within a specified range (since the Renewal Power Sales Contracts are not effective, the Renewal Contract Coordinating Committee does not exist so no action will be taken by that body yet).

The California Purchasers are also reviewing the California regulatory requirements and the potential impact that this downsizing may have on their approval process. It seems probable at this point that regulatory approval process will not be completed by the May 25, 2016 acceptance

date, so the IPA Board of Directors likely will have to extend the date for accepting the Renewal Offer.

This is not the first time we have had to address the downsizing of the Project. We downsized the original Project from an anticipated four units to the two units that are currently on the Project site. That downsizing was similar in many respects to what has been described here. We accomplished that downsizing in an orderly manner just as I hope we will be able to do now.

Notwithstanding the change in design capacity or the likely extension of the deadline in the Renewal Offer, I encourage you to move forward with your governing body meetings as planned. In connection with those meetings, I encourage you to inform your governing bodies of the probable reduction in the design capacity of the repowered Project. I also hope that your governing bodies will approve the Renewal Offer notwithstanding those changes given that the future of the Project is at stake.

### **Maintaining Utah Voting Bloc in Renewal**

The Project is at a crossroads that will determine its course through 2077. Since 1981, the Utah and California Purchasers have enjoyed a working relationship balanced between Utah and California interests because of the Utah Purchasers' voting bloc (representing entitlements of 20+% on the IPP Coordinating Committee (affirmative votes representing entitlements of 80% or greater are needed to approve many Project actions). Furthermore, as the representative for the smaller Utah Municipal Purchasers (all 21 of them), I have had the opportunity to speak on behalf of the Purchasers I represent and impact the Project in a meaningful way.

The Utah Purchasers have a unique opportunity in the next several weeks to determine not only whether they will continue to participate in the Project but also whether their voices will continue to matter. To maintain the current Utah voting bloc, Utah Purchasers need to subscribe for more than 20% of the entitlement percentages in the renewed Project (nearly all of aggregate entitlement percentages currently held by the Utah Purchasers). The least disruptive way to accomplish this would be for each Utah Purchaser to subscribe for the same percentage entitlement as its present Generation Entitlement Share.

We cannot yet determine the number of megawatts that a specific entitlement percentage will authorize a Purchaser to receive. We can predict, however, that if the Utah Purchasers do not subscribe for more than 20% of the Project, the Utah Purchasers will have a diminished voice in the Project. It is true that many actions taken with respect to the Project require the vote of the IPA Board of Directors. There are decisions that impact IPP, however, that can be taken by the Coordinating Committee alone and even some decisions that require Board approval do not permit the Board to exercise much discretion to veto those decisions.

### **Subscription Planning**

Similar to the arrangement that exists today under the Excess Power Sales Agreement, the Utah Purchasers may elect to lay off the financial responsibility for their entitlements under the



Agreement for Sale of Renewal Excess Power. Notwithstanding the benefits of having "power on the shelf" provided by the lay-off arrangement, some Utah Purchasers may determine not to renew the entirety of their current entitlement percentage. With the anticipated downsizing of the repowered Project, other Utah Purchasers may desire to increase their entitlement percentages in order to stay as close as possible to their entitlement in megawatts in the current Project.

I believe it is important, however, for all Utah Purchasers to consider authorizing an increase in entitlement subscription percentages to provide room for collective Utah subscription of entitlements in the repowered Project that may be left unsubscribed by Utah Purchasers. Some planning will be required to address the possibility of orphaned entitlements in order to preserve the Utah voting bloc.

Utah Purchasers who subscribe for at least some of their entitlement percentages (Subscribing Utah Purchasers) in the round of the Renewal Offer currently underway (First Round), will have the opportunity to subscribe for Utah entitlements orphaned in this First Round, if any, during the first step of the second round of the Renewal Offer (Initial Second Round). Subscribing Utah Purchasers will be permitted to allocate the entirety of orphaned Utah entitlements among themselves. Successful allocation will be evidenced by a document signed by all of the Subscribing Utah Purchasers (along with the signed Renewal Power Sales Contracts, Offer Acceptances and opinions of counsel) to IPA within 45 days following the date that IPA starts the Initial Second Round. Failure to reach agreement for such allocation among the Subscribing Utah Purchasers of orphaned Utah Entitlements will likely result in the loss of the Utah voting bloc.

It may be challenging for a Utah Purchaser to enter into the allocation document within 45 days if, at that time, approval from its governing bodies to increase its subscription has yet to be obtained. For that reason, the form of resolution that was provided to you with the Renewal Offer provides some proposed language to authorize a Utah Municipal Purchaser to increase its subscription for entitlement percentages in later rounds (and that language could be modified as needed to satisfy your own situation, including approvals by the Cooperative Purchasers). The resolution proposes that a Utah Municipal Purchaser could set an upper limit on what that increased subscription could be. I strongly urge you to request that your governing bodies approve an amount that will allow your organization to subscribe for an amount sufficient to take as much as possible of the orphaned Utah Entitlements and to authorize your organization to sign an allocation document providing for such allocation.

IPA will host a meeting in connection with the Initial Second Round to facilitate the process of allocation of the orphaned Utah Entitlements. Efforts will be made to accommodate attendance at this meeting by representatives of Subscribing Utah Purchasers. IPA will request that the representative of each subscribing Utah Purchaser be authorized to negotiate and agree to an allocation of orphaned Utah entitlement percentages on behalf of that Utah Purchaser to preserve the Utah Purchasers' voting bloc.

Utah Purchasers' Representatives

April 11, 2016

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I encourage each Utah Purchaser to confer with its legal counsel before its governing bodies consider approving the Renewal Offer so legal counsel is satisfied that sufficient authorization will have been provided to address the matters discussed above (the subscription for additional entitlement percentages and for the execution and delivery of the allocation document). IPA noted that some of the Utah Purchasers' governing bodies approved the Second Amendatory Power Sales Contracts in a simplified manner. Given that the Offer Acceptance requires the subscription for a particular amount of entitlement percentage (Generation Entitlement Share) and the possibility for subscription for additional Generation Entitlement Share and the need for the allocation document, a simple motion by a governing body likely will not suffice. Since legal counsel will be expected to opine on the due authorization of the Renewal Power Sales Contracts by the Utah Purchaser (including, in the second round, the allocation document signed by the Utah Purchaser), your legal counsel should be involved early in your approval process. This will help avoid any challenge to the authority of a Utah Purchaser's representative to act on behalf of the Utah Purchaser that would cloud the validity of that Utah Purchaser's renewal.

I am reminded at this time that in the initial subscription for participation in the Project (in the 1970s), several Utah municipalities missed the opportunity to participate because they did not make their elections in a timely manner. At least one Utah municipality missed the opportunity to participate in the Project by only minutes. I do not want to see any Utah Purchaser that wants to renew be left behind or get less than the entitlement available to it. I ask that the Utah Purchasers give this process careful consideration and provide the authorization necessary for their representatives to preserve their participation and the Utah voting bloc.

As your governing bodies consider the Renewal Offer, please keep in mind that the Project works for the Utah Purchasers because of the level of their involvement. While that involvement has not required much effort for several years, it will require particular attention over the next several months so the Utah Purchasers can retain their percentage entitlements and voice in what has been a valuable resource.

Representatives of IPA will be contacting you and your legal counsel to discuss these matters directly. I encourage you to avail yourselves of the resources offered by IPA and that you strongly consider involving IPA in your approval process. IPA can be available to make presentations to governing bodies, to consult with your legal counsel regarding proposed actions by your governing bodies and answer any questions that you may have.

Sincerely,



Ted L. Olson

Chair, Intermountain Power Agency Board of Directors

cc: IPA Member Representatives  
Legal Counsel to Utah Purchasers

**APPENDIX A  
DISTRIBUTION LIST**

**BEAVER CITY CORPORATION**

Mayor Craig Wright  
30 West 300 North  
P.O. Box 271  
Beaver, UT 84713

**CITY OF BOUNTIFUL**

Mayor Randy C. Lewis  
986 South 800 East  
Bountiful, UT 84010

**CITY OF ENTERPRISE**

Mayor S. Lee Bracken  
375 South 200 East  
P.O. Box 340  
Enterprise, UT 84725

**EPHRAIM CITY CORPORATION**

Mayor Richard Squire  
239 South 200 West  
Ephraim, UT 84627

**CITY OF FAIRVIEW**

Mayor Jeff Cox  
165 North State  
P.O. Box 97  
Fairview, UT 84629

**FILLMORE CITY CORPORATION**

Mayor Eugene Larsen  
85 South 300 West  
Fillmore, UT 84631

**HEBER LIGHT & POWER COMPANY**

General Manager  
Jason Norlen  
31 South 100 West  
Heber City, UT 84032

**HOLDEN TOWN CORPORATION**

Mayor Jim Stephenson  
P.O. Box 360063  
Holden, UT 84636  
Overnight Mail:  
P.O. Box 360127  
56 North Main  
Holden, UT 84636

**CITY OF HURRICANE**

Mayor John Bramall  
1375 West 3150 South  
Hurricane, UT 84737

**HYRUM CITY CORPORATION**

Mayor Stephanie Miller  
254 South 400 West  
Hyrum, UT 84319

**KANOSH TOWN CORPORATION**

Mayor Earl Gardner  
245 South 100 East  
Kanosh, UT 84637

**KAYSVILLE CITY CORPORATION**

Mayor Steve Hiatt  
697 North 240 East  
Kaysville, UT 84037

**CITY OF LEHI**

Mayor Bert Wilson  
1643 North 180 East  
Lehi, UT 84043

**CITY OF LOGAN**

Mayor H. Craig Petersen  
290 North 100 West  
PO Box 527  
Logan, UT 84321

**MEADOW TOWN CORPORATION**

Mayor Lynette Madsen  
P.O. Box 88  
Meadow, UT 84644  
Overnight Mail:  
67 North 100 West  
Meadow, UT 84644

**MONROE CITY CORPORATION**

Mayor Kirt Nilsson  
335 South Foothill Drive  
Monroe, UT 84754

**MORGAN CITY CORPORATION**

Mayor Ray Little  
90 West Young Street  
P.O. Box 1085  
Morgan, UT 84050

**MT. PLEASANT CITY**

Mayor David Blackham  
115 West Main  
Mt. Pleasant, UT 84647

**MURRAY CITY CORPORATION**

Mayor Ted Eyre  
5025 South State Street  
Murray, UT 84107

**TOWN OF OAK CITY**

Mayor Ken Christensen  
P.O. Box 217  
Oak City, UT 84649  
Overnight to Oak City:  
Mayor Ken Christensen  
20 West 100 North  
Oak City, UT 84649

**PAROWAN CITY CORPORATION**

Mayor Donald Landes  
P.O. Box 106  
Parowan, UT 84761  
Overnight to Parowan  
5 South Main  
Parowan, UT 84761

**PRICE CITY**

Mayor Joe L. Piccolo  
69 East Hillcrest  
Price, UT 84501

**SPRING CITY CORPORATION**

Mayor John D. Monnett  
150 East Center  
P.O. Box 189  
Spring City, UT 84662

Grant Earl, Manager

**MOON LAKE ELECTRIC ASSOCIATION, INC.**

Route 3 Box 3074  
Roosevelt, UT 84066

Randy Ewell  
General Manager

**MT. WHEELER POWER, INC.**

P.O. Box 15100  
Ely, NV 89315-1000  
Overnight:  
Randy Ewell, Gen. Mgr.  
1600 Great Basin Blvd.  
Ely, NV 89315

LaDel Laub

General Manager

**DIXIE-ESCALANTE RURAL ELECTRIC ASSOCIATION, INC.**

71 East Hwy 56  
Beryl, UT 84714-5197

Jud Redden

General Manager

**Bridger Valley Electric Association, Inc.**

P.O. Box 399  
Mountain View, WY 82939  
Overnight:  
40014 Bus. Loop I-80,  
Mt. View, WY 82939

Dan McClendon  
Manager

**GARKANE ENERGY COOPERATIVE, INC.**

120 West 300 South  
P.O. Box 465  
Loa, UT 84747

Durand Robison  
Manager

**FLOWELL ELECTRIC ASSOCIATION, INC.**

495 N. 3200 W.  
Fillmore, UT 84631

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**Minutes of the  
BOUNTIFUL CITY COUNCIL**

April 13, 2016 – 6:00 p.m.

Present: Mayor Randy Lewis  
Councilmember's Kendalyn Harris, Richard Higginson, John Marc Knight  
City Manager: Gary Hill  
City Engineer: Paul Rowland  
City Attorney: Russell Mahan  
City Planner: Chad Wilkinson

Department Directors/Staff:

Police Chief Tom Ross  
Finance Tyson Beck  
Information Systems Alan West  
Streets & Sanitation Gary Blowers  
Asst. City Engineer Lloyd Cheney  
Recording Secretary Nikki Dandurand

State Representative Ray Ward

Excused: Council members Beth Holbrook  
John Pitt

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

**Work Session – 6:06 p.m.**  
**Planning Commission Room**

**INDEPENDENT AUDITOR SELECTION – MR. TYSON BECK**

Mr. Tyson Beck presented to the Council a report of the auditor selection process and the results. A three-person committee discussed the proposals and found that Keddington & Christiansen, LLC is the best choice for both quality of work and cost. The Council asked why the lowest bid proposal was not chosen and staff indicated there were, and explained, various reasons. Mr. Gary Hill informed the Council and the Mayor, that he worked closely with Mr. Beck and his committee and he feels very comfortable with the decision process. Mr. Beck reassured the Council and the Mayor that it was a very thorough process and he wants to keep the City on a continual path of excellent audits.

**DOWNTOWN PLAN DISCUSSION – MR. GARY HILL**

Mr. Hill reported that the open house had a good turnout. He appreciated the Council being there to answer any questions and address concerns the residents had about the proposed plan. Staff and the Council discussed the input they received from those in attendance and are excited to move forward.

1 **Regular Meeting – 7:00 p.m.**  
2 **City Council Chambers**  
3

4 Mayor Lewis called the meeting to order at 7:00 p.m. and welcomed those in attendance. Dr.  
5 Chris Simonsen led the Pledge of Allegiance and President Russell Peters from the Bountiful Utah  
6 Stake gave a prayer.  
7

8 **APPROVAL OF MINUTES**

9 Minutes of the March 15, 2016 City Council meeting were presented. Councilman Knight  
10 made a motion to approve the minutes, and Councilman Higginson seconded the motion. Voting was  
11 unanimous with Councilpersons Harris, Higginson and Knight voting “aye”.  
12

13 **YOUTH COUNCIL REPORT**

14 No report was made by a member of the Youth Council, but Councilwoman Harris  
15 commented that the Easter Egg hunt was a fun event the previous weekend. Mayor Lewis also  
16 commented that the South Davis Recreation Center did some Easter events as well.  
17

18 **COUNCIL REPORTS**

19 Councilman Knight stated that the open house regarding the downtown plaza was a great  
20 success.  
21

22 **CONSIDER APPROVAL OF WEEKLY EXPENDITURES > \$1,000 PAID MARCH 7, 14, 21**  
23 **& 28, 2016 AND THE MONTHLY FINANCIAL REPORT FOR FEBRUARY 2016**

24 Mayor Lewis presented the weekly expenditure summary paid on March 7, 2016, for  
25 \$154,252.99; March 14, 2016, for \$118,157.48; March 21, 2016, for \$456,451.56; and March 28,  
26 2016, for \$1,191,784.82. Councilman Higginson inquired of two purchases on March 7<sup>th</sup> for the  
27 battery power radar sign for the Police Department and on March 28 for the Interlocal payment to  
28 Centerville City. Mr. Gary Hill addressed both inquiries. Councilman Higginson moved to approve  
29 the expenditures as presented and Councilwoman Harris seconded the motion. Voting was  
30 unanimous with Councilpersons Harris, Higginson and Knight voting “aye”. Councilman Higginson  
31 moved to approve the monthly financial report as presented, and Councilman Knight seconded the  
32 motion. Voting was unanimous with Councilpersons Harris, Higginson and Knight voting “aye”.  
33

34 **LEGISLATIVE SESSION RECAP – REPRESENTATIVE RAY WARD**

35 Representative Ward thanked Mr. Gary Hill and Chief Ross for their support. Representative  
36 Ward stated that a big item was Proposition 1 passing last year, and the funds are starting to come  
37 through to the cities. A Medicaid bill was passed that will cover a partial expansion of coverage to  
38 about ¼ of Utahns, which is a step in the right direction. Another bill was passed to raise the  
39 standards/requirements to qualify for historic districts in the cities, but Bountiful does not have any.  
40 A major discussion was the medical marijuana bill that did not pass.  
41

42 **CAR SHOW PRESENTATION**

43 Mr. Ryan Gee, President of the Rotary Club, showed a short video and then named a few of  
44 the organizations that benefit from and accomplishments of the Rotary Club. Preparation is already  
45 underway for the Coats for Kids event on June 17-18, 2016. The Council and Mayor are very  
46 appreciative of the work they do and the many people that are blessed by it.

1  
2 **CONSIDER APPROVAL OF THE PURCHASE OF COMPUTER NETWORK EQUIPMENT**  
3 **FROM NETWIZE IN THE AMOUNT OF \$34,756.22 – MR. ALAN WEST**

4 Mr. West presented to the Council a proposal to purchase computer network equipment. Mr.  
5 West stated that the need to store, secure and be compliant is always changing and with the new  
6 banking system, our systems need to be updated. The equipment is already budgeted, with a not-to-  
7 exceed amount of \$34,756.00. Councilman Higginson made a motion to approve the equipment  
8 purchase for up to \$34,756.00 and for Mr. West to select the vendor and Councilman Knight  
9 seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson and Knight  
10 voting “aye”.

11  
12 **CONSIDER APPROVAL OF RESOLUTION 2016-02 AMENDING THE BOUNTIFUL**  
13 **POLICIES AND PROCEDURES MANUAL CONCERNING TRAVEL AND TUITION**  
14 **REIMBURSEMENT – MR. RUSSELL MAHAN**

15 Mr. Mahan stated that with the help of Mr. Beck, this travel policy has been adapted and  
16 amended to meet federal requirements. Mr. Mahan noted that the tuition program is subject to  
17 availability and is discretionary on approval of funding by the Council. Councilman Knight made a  
18 motion to approve Resolution 2016-02, and Councilman Higginson seconded the motion. Voting was  
19 unanimous with Councilpersons Harris, Higginson and Knight voting “aye”.

20  
21 **CONSIDER APPROVAL OF ORDINANCE 2016-03 CONCERNING CONSTRUCTION**  
22 **CHANGE ORDERS AND SIDEWALK CASH DEPOSITS – MR. RUSSELL MAHAN**

23 Mr. Mahan stated this ordinance has two unrelated items for consideration. One involves  
24 establishing guidance for handling change orders on contracts after they are awarded and the other  
25 clarifies the purpose and use of sidewalk damage deposits during construction. Councilman  
26 Higginson made a motion to approve Ordinance 2016-03, and Councilman Knight seconded the  
27 motion. Voting was unanimous with Councilpersons Harris, Higginson and Knight voting “aye”.

28  
29 **CONSIDER APPROVAL OF DOCUMENTS IN CONNECTION WITH THE**  
30 **INTERMOUNTAIN POWER PROJECT CONVERSION TO NATURAL GAS – MR. ALLEN**  
31 **JOHNSON**

32 Councilman Knight made a motion to postpone this item to a future date, and Councilman  
33 Higginson seconded the motion. Voting was unanimous with Councilpersons Higginson and Knight  
34 voting “aye”, Councilwoman Harris abstaining.

35  
36 **CONSIDER APPROVAL OF THE PROPOSAL FOR AN INDEPENDENT AUDITOR FROM**  
37 **KEDDINGTON & CHRISTENSEN, LLC IN THE AMOUNT OF \$166,000 COVERING THE**  
38 **AUDITS FOR FISCAL YEARS 2016-2020 – MR. TYSON BECK**

39 Mr. Beck solicited 28 bids from auditing firms, with only 11 firms responding. A three-  
40 person committee reviewed the bids and concluded that Keddington & Christensen, LLC, met the  
41 requests and needs of the City adequately. This firm was not the low bid, but the best quality choice.  
42 Councilwoman Harris appreciated the detailed process and Councilman Higginson stated that this  
43 firm has done an outstanding job previously. Councilwoman Harris made a motion to accept the  
44 proposal from Keddington & Christensen, LLC, and Councilman Higginson seconded the motion.  
45 Voting was unanimous with Councilpersons Harris, Higginson and Knight voting “aye”.

1 **CONSIDER APPROVAL OF AWARDING A CONTRACT TO STUCCO THE PUBLIC**  
2 **SAFETY BUILDING TO T.J. CONSTRUCTION IN THE AMOUNT OF \$65,000 – CHIEF**  
3 **TOM ROSS**

4 Chief Ross took a moment to thank Representative Ray Ward and the Bountiful City Rotary  
5 Club for all their efforts to help the city and make it a great place. He went on to state that three bids  
6 were received for the outside stucco of the building. The lowest bid was researched and it was found  
7 that the contractor was on a probationary license status, so that bid was dropped. The next lowest bid  
8 was T.J. Construction and included a warranty. Councilman Knight made a motion to approve the  
9 contract, and Councilman Higginson seconded the motion. Voting was unanimous with  
10 Councilpersons Harris, Higginson and Knight voting “aye”.

11  
12 **CONSIDER APPROVAL OF THE PURCHASE OF A MACK 10-WHEEL DUMP TRUCK**  
13 **FROM MOUNTAIN WEST TRUCK CENTER AND A PLOW, BODY AND HYDRAULICS**  
14 **PACKAGE FROM SEMI SERVICE IN THE TOTAL AMOUNT OF \$189,748.52 – MR.**  
15 **GARY BLOWERS**

16 Mr. Blowers is requesting to use the State of Utah contract price to purchase the truck and  
17 equipment. This was a budgeted item that came in under the estimated amount. Councilman  
18 Higginson made a motion to approve the purchase, and Councilwoman Harris seconded the motion.  
19 Voting was unanimous with Councilpersons Harris, Higginson and Knight voting “aye”.

20  
21 **CONSIDER APPROVAL OF ST. OLAF’S SINGLE EVENT PERMIT FOR MAY 14, 2016 –**  
22 **MR. CHAD WILKINSON**

23 Mr. Wilkinson stated this is their semi-annual event permit request and is recommended for  
24 approval. Councilman Higginson made a motion to approve the permit, and Councilman Knight  
25 seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson and Knight  
26 voting “aye”.

27  
28 **CONSIDER APPROVAL OF THE PRELIMINARY AND FINAL SITE PLAN FOR A**  
29 **MIXED USE COMMERCIAL/RESIDENTIAL DEVELOPMENT AT 50 WEST 400 SOUTH,**  
30 **RON ROBINSON, APPLICANT – MR. CHAD WILKINSON**

31 Mr. Wilkinson stated the applicant had a previous preapproval in 2010 for a residential front  
32 and commercial back lot. This application is requesting that the existing property be converted to a  
33 commercial/residential lot. The Planning Commission reviewed the item on April 5, 2016, and  
34 approved a Conditional Use Permit for the mixed use commercial/residential development. The  
35 Commission forwards a recommendation of approval to the City Council for the preliminary and  
36 final site plan subject to the following conditions:

- 37 1. Complete any and all redline corrections, including modifications.
- 38 2. Obtain required building permits for changes to residential use for the upper floor of the  
39 existing commercial garage located on the property.
- 40 3. Obtain a building permit for the conversion of the existing residence to commercial use and  
41 comply with current building, fire and ADA requirements.
- 42 4. Prior to final approval, submit a revised final landscape plan consistent with the amended  
43 plan and meeting the requirements of Chapter 16 of the Bountiful City Zoning Ordinance.
- 44 5. Construction and striping of the new parking area, including a provision for ADA parking,  
45 shall be completed before commercial occupancy or business use of the existing residence on  
46 site.



1 Mr. Wilkinson also stated that in order to handle increased storm water run-off created by the new  
2 paved surfaces, the applicant has proposed an in-ground retention system. Councilman Higginson  
3 made a motion to approve the preliminary and final site plan, and Councilwoman Harris seconded the  
4 motion. Voting was unanimous with Councilpersons Harris, Higginson and Knight voting “aye”.

5  
6 **CONSIDER PRELIMINARY APPROVAL OF THE PAGES HOLLOW TOWNHOMES PUD**  
7 **– MR. PAUL ROWLAND**

8 Mr. Rowland stated that Brighton Homes is requesting preliminary approval for a 14 unit  
9 “townhome” style condominium development on three existing single family properties located at 20  
10 West Pages Lane. The area of the new combined parcel is 1.21 acres, making the rounded off density  
11 12 units/acre, which complies with the 13 unit per acre maximum for the zone. The Planning  
12 Commission sends a recommendation to the City Council for preliminary approval of the Pages  
13 Hollow Townhomes PUD with the following conditions:

- 14 1. Complete all red-line corrections.
- 15 2. Indicate the private space which needs to be fenced off for each unit.
- 16 3. Coordinate with Davis County Public Works about access across and utilities under the  
17 existing box culvert

18  
19 Councilman Higginson asked the Brighton Homes representative, Mr. Taylor Spendlove, about the  
20 overhead power lines that are currently in place. Mr. Spendlove responded that they are in contact  
21 with Bountiful City Power and have requested estimates for underground wiring. Councilman  
22 Higginson made a motion to approve the PUD and Councilman Knight seconded the motion. Voting  
23 was unanimous with Councilpersons Harris, Higginson and Knight voting “aye”.

24  
25 Councilwoman Harris made a motion to adjourn to a closed session to discuss the acquisition  
26 or sale of real property, pending litigation and/or to discuss the character and/or competency of an  
27 individual(s) (Utah Code §52-4-205), and Councilman Higginson seconded the motion. Voting was  
28 unanimous with Councilpersons Harris, Higginson and Knight voting “aye”. The regular City  
29 Council session was adjourned at 8:01 p.m.

30  
31 *Attendees in Closed Session: (Councilmembers Holbrook and Pitt joined this session)*

32 *Mayor Randy Lewis*

33 *Councilmembers: Harris, Holbrook, Higginson, Knight and Pitt*

34 *City Planner – Chad Wilkinson*

35 *City Engineer – Paul Rowland*

36 *City Manager – Gary Hill*

37 *City Attorney – Russell Mahan*

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41 *Mayor, Randy Lewis*

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43 \_\_\_\_\_  
*City Recorder, Shawna Andrus*

Minutes of the  
Public Safety & Public Relations Committee  
Budget Review Meeting

Bountiful City Public Safety Building  
805 South Main, Bountiful, Utah  
April 11, 2016 (4:00 p.m.)

Present:

- Committee Members: John Marc Knight, Randy C. Lewis, Richard Higginson (arr. 4:17 p.m.)
- City Manager: Gary Hill
- Assistant City Manager: Galen Rasmussen
- Department Personnel: Chief Tom Ross, Assistant Chief Ed Biehler,  
Lieutenant Dave Edwards, Lieutenant Jon Purcell, Kathy Lovoi,  
Lane Oberg, Sam Woodall, Amy Woodall
- South Davis Metro Fire: Chief Jeff Bassett and Deputy Chief Dane Stone (arr. 5:18 p.m.)

Official Notice of this meeting had been given by posting a written notice of same and an agenda at the City Hall and providing copies to the following newspapers of general circulation: Davis County Clipper, Standard Examiner, and on the Utah Public Notice Website.

Committee Chair Knight called the meeting to order at 4:08 p.m., and welcomed those in attendance.

**PRESENTATION OF BUDGETS**

Introductions of those present were made and a brief overview of the City’s and the Police Department’s budget processes was given by Gary Hill and Chief Tom Ross.

Police Department Budget Discussion

Chief Ross presented the detailed budget for the Police department and responded to questions from the committee. Department call volumes, crimes by type, and other operational statistics were reviewed with the committee. A summary of selected statistics appears below for calendar year 2015:

- 1,382 arrests (up 27.26% from 2014)
- 30,096 total calls for service (up 5.1% from 2014)
- 105,465 calls handled by Dispatch (up 11.8% from 2014)

38 Committee members asked for any noted patterns in crimes. Officer Lane Oberg commented on  
39 department case histories noting that the data does not point to any particular patterns. Rather,  
40 crimes tend to be widely dispersed as to locations within the City and perpetrators are often residents  
41 and non-residents alike but the non-resident perpetrators tend to have some connection to a resident  
42 or the area.

43  
44 Chief Ross noted that trends in law enforcement are moving toward a treatment and rehabilitation  
45 focus but sustainability will hinge on additional funding from the state and other sources. Committee  
46 members inquired on rates of recidivism for perpetrators under a treatment and rehabilitation focus  
47 as opposed to alternatives. Chief Ross noted that countries outside the United States have seen  
48 encouraging results with lower rates of recidivism under a treatment and rehabilitation focus. Time  
49 will prove out success rates for the United States.

50  
51 Assistant Chief Ed Biehler reviewed department monitoring procedures, and statistics, related to Use  
52 of Force. In 2015, Bountiful City had 51 total Uses of Force (all types). For perspective, in relation to  
53 the total 1,382 arrests made, Use of Force was involved in just 3.7% of the those arrests and a mere  
54 0.17% of the total 30,096 calls for service. Department procedures require officers to file a report  
55 with Police Administration when any Use of Force is employed in a case. Typical examples of Use of  
56 Force include actual physical contacts, and pointing or actual use of:

- 57 1. Taser
- 58 2. Firearm
- 59 3. Chemical agent (e.g. pepper spray)
- 60 4. Impact device (e.g. baton)

61  
62 Additional operational aspects of the department were reviewed including:

- 63 1. Improvements in candidate recruitment, testing and hiring practices
- 64 2. Implementation of Text to 911
- 65 3. Emergency Preparedness Training and Processes
- 66 4. Participation with safety and communication for the 2015 Tour of Utah and plans for 2016
- 67 5. Improvements in the Emergency Operations Center, and
- 68 6. Hosting of a mini Citizens Academy

69  
70 Budget highlights mentioned by Chief Ross included a cut of \$100,000 from the operations budget to  
71 accommodate a proposed Citywide Cost of Living Allowance (COLA). Increases in the budget overall  
72 are due primarily to employee compensation adjustments (COLA and Merit based), health insurance  
73 rate increases, a projected \$28,000 increase in Animal Control costs from Davis County and a variety  
74 of small increases in other operational areas. The Police department, along with other departments  
75 of the City, operate within an environment of mutual trust and collaboration with the City Manager to  
76 foster conservative financial management with spending allocated to fund only core operational and  
77 capital needs annually.

78 Following the presentation and questions, Committee member Randy Lewis made a motion to accept  
79 the tentative budget of the Police department, as presented, and Committee member Richard  
80 Higginson seconded the motion. Voting was unanimous with Committee members Knight, Lewis and  
81 Higginson voting “aye”.

82 South Davis Metro Fire Agency Budget Discussion

83 Chief Jeff Bassett reviewed recent organizational changes in the South Davis Metro Fire Agency which  
84 move the Fire Agency from an Interlocal based organization to a Special District. The Chief noted that,  
85 with this change of organization, the Agency’s fiscal year is transitioning from a calendar year end to a  
86 fiscal year end of June 30. Budget preparations and discussions have been underway for several  
87 months and were again held today with the budget committee for the Fire Agency which is comprised  
88 of City Managers from the participating cities in the District. A key point for finalization of a budget  
89 was completion of a salary survey which is now finalized. That salary survey indicated that most Fire  
90 Agency positions fall under market benchmarks by an average of 7% with Paramedic positions being  
91 significantly further under market. Budget assessments needed from each participating city are  
92 currently being prepared by the Fire Agency’s financial staff and these assessments should be  
93 available for release shortly. In developing the budget, the Fire Agency was successful in negotiating  
94 an 18 month commitment on health and other insurance categories with a 2% increase in health  
95 insurance premiums and a 3% increase in other insurance categories.

96 Chief Bassett reviewed upcoming equipment and other capital needs including a new ladder truck to  
97 bring the fleet to two ladder trucks. The current ladder truck is 23 years old and cannot access certain  
98 service areas effectively. In addition to budget highlights, Chief Bassett distributed operational  
99 statistics to the committee members which noted a trend of increasing call volumes for Emergency  
100 Medical Services and Fire incidents from 2010 through 2015. Between 2014 and 2015 the Fire Agency  
101 overall saw a 5% increase in call volume with the months of May through July and December being  
102 their top months for call volume. For calendar year 2015, 58% of total call volume originated in  
103 Bountiful City with North Salt Lake and Centerville following at 16% and 12% respectively and other  
104 cities making up the remaining 14%.

105 Given the pending nature of the Fire Agency’s budget and assessment number for Bountiful,  
106 Committee member Higginson made a motion to table a decision on the Fire assessment budget for  
107 Bountiful City pending receipt of budget assessment numbers from the South Davis Metro Fire  
108 Agency. Committee member Lewis seconded the motion. Voting was unanimous with Committee  
109 members Knight, Lewis and Higginson voting “aye”.

110 The meeting adjourned at 5:21 p.m. on a motion made by Committee member Lewis and seconded by  
111 Committee member Higginson. Voting was unanimous with Committee members Knight, Lewis and  
112 Higginson voting “aye”.

Minutes of the Finance, Administration and RDA Committee Budget Review Meeting

Bountiful City Hall Planning Conference Room April 12, 2016 (4:00 p.m.)

Present:

- Committee Members: Randy C. Lewis and Kendalyn Harris
City Manager: Gary Hill
Assistant City Manager: Galen Rasmussen
Department Personnel: Russell Mahan, City Attorney; Shannon Cottam, Human Resources Manager; Alan West, Information Technology Director; Greg Martin, Programmer/Analyst; Tyson Beck, Finance Director; David Burgoyne, Assistant Finance Director; Ted Elder, City Treasurer; Paul Rowland, City Engineer; Lloyd Cheney, Assistant City Engineer; Chad Wilkinson, City Planner / RDA Director

Official Notice of this meeting had been given by posting a written notice of same and an agenda at the City Hall and providing copies to the following newspapers of general circulation: Davis County Clipper, Standard Examiner, and on the Utah Public Notice Website.

Committee chair Randy Lewis called the meeting to order at 4:05 p.m., and welcomed those in attendance.

PRESENTATION OF BUDGETS

Information Technology Department and Computer Maintenance Fund

Alan West presented the detailed budget for the Information Technology department and the Computer Maintenance Fund and selected line item changes in each budget were identified. Alan West and Greg Martin outlined equipment replacement cycles and technology and networked solutions under review. Committee member Kendalyn Harris asked if the City was considering adding public Wi-Fi access in certain areas. Alan West responded that several locations in the City are currently being updated for wireless access and the option for public Wi-Fi is being considered for selected public park locations.

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Committee chair Lewis made a motion to accept the tentative budget of the Information Technology department and the Computer Maintenance Fund, as presented, and Committee member Harris seconded the motion. Voting was unanimous with Committee members Lewis and Harris voting “aye”.

Treasury Department

Ted Elder presented the budget proposed for the Treasury department. Notable line item changes in the budget were identified along with recent and pending staffing changes due to the upcoming retirement of a long-time employee. A brief discussion was held on the category of “Enterprise Reimbursement – Administrative Services.” Gary Hill and Galen Rasmussen mentioned that this category appears in several General Fund budgets and is a recently required reporting change from the State Auditor. The category reflects reimbursement for the cost of each affected department’s services provided to the Enterprise (business-like) departments of the City. This category was previously shown as a revenue in the General Fund for fiscal years 2014-2015 and prior and was reflected as a reduction of expenditures in a ‘Non-Departmental’ category for fiscal year 2015-2016.

Committee chair Lewis commented on the Customer Service responsibilities of the Treasury department emphasizing the importance of employees appropriately representing the City of Bountiful to those citizens and customers that contact the City. Ted Elder responded that employees receive ongoing training and feedback relative to customer service. This ongoing training and feedback is designed to enhance each employee’s abilities to conduct themselves professionally in administering the business of the City with citizens and customers while leaving those citizens and customers with a hometown feel from their experience.

Committee member Harris made a motion to accept the tentative budget of the Treasury department, as presented, and Committee chair Lewis seconded the motion. Voting was unanimous with Committee members Lewis and Harris voting “aye”.

Finance Department

Tyson Beck presented the detailed budget for the Finance department and commented on line items of particular note. The pending award of independent auditor services was briefly discussed. This is a business item is scheduled for City Council review at 6:00 p.m. in Work Session and for action at the 7:00 pm. Regular Session tonight. David Burgoyne was introduced and Tyson Beck and David Burgoyne responded to questions from the committee regarding the current structure of the Finance department.

73 Committee chair Lewis made a motion to accept the tentative budget of the Finance department, as  
74 presented, and Committee member Harris seconded the motion. Voting was unanimous with  
75 Committee members Lewis and Harris voting “aye”.

76 Debt Service Fund and Municipal Building Authority Fund

77 Tyson Beck and Galen Rasmussen presented the detailed budgets for the Debt Service fund and the  
78 Municipal Building Authority fund. The Debt Service Fund accounts for the City’s debt that is of a  
79 general nature such as General Obligation Bonds. The City has no bonded debt and the revenue  
80 based debt from refinance of a special improvement district bond is the only debt issue remaining to  
81 be paid in full during fiscal year 2016-2017.

82 Gary Hill reviewed the purpose of the Municipal Building Authority Fund which was the previously  
83 allowed way in State law to finance public buildings for lease back to the general government entity.  
84 The Building Authority is still in existence to account for previously financed public buildings like the  
85 current Public Safety Building. The underlying debt of the Municipal Building Authority is paid off and  
86 revenues shown represent remaining payments due from the State of Utah related to their lease of a  
87 portion of the Public Safety Building. Committee members inquired on the long-term plans of the  
88 State Court system to remain in the building. Gary Hill responded that staff will be working with the  
89 State for maintaining a continuing lease arrangement.

90 Committee chair Lewis made a motion to accept the tentative budget of the Debt Service Fund and  
91 the Municipal Building Authority Fund, as presented, and Committee member Harris seconded the  
92 motion. Voting was unanimous with Committee members Lewis and Harris voting “aye”.

93 Engineering Department

94 Paul Rowland presented the detailed budget for the Engineering department and outlined key public  
95 works projects in the near future including water projects, Creekside Park and work on a downtown  
96 plaza. Work on Creekside Park was discussed in more detail including the recent 75% completion of  
97 the plan design. The Park will contain playground equipment, a custom designed bridge and other  
98 sought after design elements with a scheduled completion date in the late Fall of 2016.

99 Other items discussed included a review of the preparation of key staff members for future transitions  
100 in the department; work on closing out performance bonds held on deposit to guarantee work of  
101 projects with a building permit. Committee members also commented on the Customer Service  
102 aspects of the Engineering staff in similar manner to the previous review of Treasury operations.

103 Committee chair Lewis made a motion to accept the tentative budget of the Engineering department,  
104 as presented, and Committee member Harris seconded the motion. Voting was unanimous with  
105 Committee members Lewis and Harris voting “aye”.

106 Planning Department

107 Chad Wilkinson presented the budget for the Planning department and focused on salary adjustments  
108 made to correspond with revisions made in the budget of the Redevelopment Agency (RDA) due to  
109 the recent extension of the RDA. Staffing of the department was reviewed and committee member  
110 questions were responded to.

111 Committee chair Lewis made a motion to accept the tentative budget of the Planning department, as  
112 presented, and Committee member Harris seconded the motion. Voting was unanimous with  
113 Committee members Lewis and Harris voting “aye”.

114 Redevelopment Agency Revolving Loan Fund 72

115 Chad Wilkinson presented the budget for the Redevelopment Agency (RDA) Revolving Loan Fund  
116 (Fund 72) and discussed the status of various loans outstanding. Questions from committee members  
117 were addressed and a new expense line item for the Computech loan will be added to the budget in  
118 the final version.

119 Committee chair Lewis made a motion to accept the tentative budget of the RDA Revolving Loan  
120 Fund, as presented, and Committee member Harris seconded the motion. Voting was unanimous  
121 with Committee members Lewis and Harris voting “aye”.

122 Redevelopment Agency Operating Fund 73

123 Chad Wilkinson presented the budget for the Redevelopment Agency (RDA) Operating Fund (Fund 73)  
124 and focused again on salary and other adjustments made to bring the budget of the RDA Operating  
125 Fund in line with the 5% expense cap requirement from the recent extension of the RDA. Initial  
126 projects of the newly extended RDA were discussed briefly which focus on development of a  
127 downtown plaza area along with development within other RDA eligible areas.

128 Committee chair Lewis made a motion to accept the tentative budget of the RDA Operating Fund, as  
129 presented, and Committee member Harris seconded the motion. Voting was unanimous with  
130 Committee members Lewis and Harris voting “aye”.

131 Legal Department

132 Russell Mahan presented the detailed budget for the Legal department highlighting variances related  
133 to his pending retirement; hiring of a new City Attorney; and the departure of the City Prosecutor.  
134 These staffing changes will require amendment of the budget since the changes were not envisioned  
135 at the time the budget was originally adopted. The new City Attorney, Clint Drake, will start near the  
136 end of April and the City Prosecutor will leave the City’s employ at the end of April. Until a new  
137 Prosecutor is hired, a contracted prosecutor will be utilized to handle civil matters. There is a \$1,800



138 increase in the budget for the contract in place for a public defender. No adjustments have been  
139 made in the contract for many years but there is now a need for an adjustment to appropriately  
140 compensate the provider of this service for the City. Committee members and management present  
141 expressed their well wishes and appreciation to Mr. Mahan for his service to the City.

142 Committee member Harris made a motion to accept the tentative budget of the Legal department, as  
143 presented, and Committee chair Lewis seconded the motion. Voting was unanimous with Committee  
144 members Lewis and Harris voting “aye”.

#### 145 Liability Fund and Workers Compensation Fund

146 Russell Mahan presented the budget for the Liability Fund of the City. This fund provides coverage for  
147 risk exposures related to claims against the City. The City has maintained a self-insured risk program  
148 covered by cash reserves and excess liability insurance coverage for more than 30 years. This  
149 program has been a cost savings for the City versus the option of operating under a program of  
150 primary insurance coverage. Gary Hill identified the operational flexibility that the insurance program  
151 provides where management can negotiate for settlement, oftentimes without involving the  
152 insurance carrier to burden the process.

153 Russell Mahan reviewed the claims trend history and allocation of salary and benefits that apply to  
154 the Fund. Questions of the committee members were addressed by staff.

155 Russell Mahan then outlined the budget for the Workers Compensation Fund. This fund operates in  
156 similar manner to the Liability Fund as a self-insured risk program with underlying cash reserves and a  
157 program of excess liability coverage from an insurance company. Claims trends were reviewed with a  
158 reference to there being no known large claims pending.

159 Committee chair Lewis made a motion to accept the tentative budget of the Liability Fund and the  
160 Workers Compensation Fund, as presented, and Committee member Harris seconded the motion.  
161 Voting was unanimous with Committee members Lewis and Harris voting “aye”.

#### 162 Human Resources Department

163 Shannon Cottam presented the detailed budget for the Human Resources department and  
164 commented on the history of this relatively new department. The staff members of Human Resources  
165 were formerly employees of the Finance department and the Treasury department. The Human  
166 Resources department’s first full budget year was fiscal year 2014-2015. Changes in the budget for  
167 fiscal year 2015-2016 pertain to adjustments for merit increases and health insurance rates with a few  
168 minor internal expense reallocations. The department is heavily involved with recruitment and  
169 testing for new applicants from many departments and also provides payroll, employee benefits,  
170 training and similar services expected of a Human Resources function.

171 Gary Hill referenced the favorable experiences mentioned by the Police department in utilizing the  
172 services of Human Resources for their recruiting and applicant testing. The prompt and accurate  
173 service provided to Police by Human Resources has enabled Police to acquire top candidates in a  
174 shorter time frame.

175 Committee member Harris made a motion to accept the tentative budget of the Human Resources  
176 department, as presented, and Committee chair Lewis seconded the motion. Voting was unanimous  
177 with Committee members Lewis and Harris voting “aye”.

178 Legislative and Executive Departments

179 Gary Hill presented the budget proposed for the Legislative department and reviewed key changes in  
180 budget line items between the current fiscal year and the proposed fiscal year of 2016-2017. The  
181 Legislative department, and every other department and fund of the City with employees, reflects an  
182 increase in the personnel services category for a Cost of Living Adjustment. The amount of the  
183 adjustment will vary depending on the classification of the employee. Hourly employees will receive  
184 an additional COLA adjustment which is designed to more equitably compensate this class of  
185 employee for planned revisions to the City’s overtime compensation policies which have varied by  
186 department.

187 Committee member Harris requested that the line item for Youth Council be used in part to provide a  
188 \$600 (\$50 per month) stipend to the adult volunteer who assists with operations of the Youth Council.

189 Gary Hill then presented the budget proposed for the Executive department. Few significant changes  
190 are contained in this budget which pays for the services of the City Manager and assigned support  
191 staff.

192 Committee chair Lewis made a motion to accept the tentative budget of the Legislative department  
193 and the Executive department, as presented, and Committee member Harris seconded the motion.  
194 Voting was unanimous with Committee members Lewis and Harris voting “aye”.

195 The meeting adjourned at 5:50 p.m. on a motion made by Committee member Harris and seconded  
196 by Committee chair Lewis. Voting was unanimous with Committee members Lewis and Harris voting  
197 “aye”.

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# Minutes of the Water Committee Budget Review Meeting

Bountiful City Water Department  
260 West 1050 South, Bountiful, UT  
April 13, 2016 (4:00 p.m.)

7 Present:

8 Committee Members: Kendalyn Harris, John Pitt  
9 City Manager: Gary Hill  
10 Assistant City Manager: Galen Rasmussen  
11 Department Personnel:  
12 Mark Slagowski, Water Department Director  
13 Brett Eggett, Assistant Water Department Director  
14 Tracy Hatch, Construction Supervisor  
15 Paul Rowland, City Engineer  
16 Lloyd Cheney, Assistant City Engineer  
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19 Official Notice of this meeting had been given by posting a written notice of same and an agenda at  
20 the City Hall and providing copies to the following newspapers of general circulation: Davis County  
21 Clipper, Standard Examiner, and on the Utah Public Notice Website.  
22

23 Committee chair Kendalyn Harris called the meeting to order at 4:01 p.m., and welcomed those in  
24 attendance.

25 **PRESENTATION OF BUDGET**

26 Mark Slagowski presented the budget for the Water department and outlined major water projects  
27 underway or pending. Those projects included work on water infrastructure in connection with the  
28 Utah Department of Transportation project along 400 North (this project was not planned in the  
29 Water budget). Other upcoming work during the coming months will include water well  
30 reconstruction and a new Water Treatment Plant. The department is now testing an option for a new  
31 treatment plant using membrane technology. In preparing the budget, certain reclassifications of  
32 expenses were made, and due to an oversight, \$150,000 was omitted from the Wells account budget  
33 in fiscal year 2016-2017. This expense relates to preliminary work on the Water Treatment Plant  
34 upgrade. Management requests that this amount be added back to the budget request for fiscal year  
35 2016-2017.

36 Mark Slagowski, Brett Eggett, Paul Rowland and Lloyd Cheney discussed the issue of water quality and  
37 testing with the committee members. Reference was made to recent events in Flint, Michigan where  
38 high levels of lead were detected. Further pending EPA changes in required public notices and water

39 testing were outlined along with potential costs to the Water department. Typical lab sample testing  
40 can cost \$20 to \$50 per sample.

41 Mark Slagowski identified key line item budget changes between the current budget year and the  
42 proposed fiscal year 2016-2017 budget. These included:

- 43 1. Addition of a "Meters" account with \$75,000 in budget to cover replacement of Automated  
44 Meter Reading (AMR) meters and transmitter modules. These units were purchased several  
45 years ago and are now outside of the warranty replacement period.
- 46 2. Reemphasizing that connect and reconnect fees are being charged to customers for services  
47 provided. While there has been a fee adopted for this purpose for many years, the fee has not  
48 always been assessed.
- 49 3. Pipe replacement activities in fiscal year 2016-2017 will mostly be accomplished with labor  
50 from the Water department staff.
- 51 4. Gary Hill, Paul Rowland, Lloyd Cheney and Mark Slagowski led a discussion related to potential  
52 development in the area of 400 North near Bountiful Blvd. Expenses for Buildings and  
53 Reservoirs in the amount of \$250,000 and \$550,000 respectively would initially be needed in  
54 the area to accommodate future needs for increased capacity. A pump house would likely cost  
55 \$250,000 with a reservoir costing between \$500,000 and \$600,000. If a development in the  
56 area were to be made, there would also be a need for an additional reservoir and related  
57 facilities at a higher location near the "B" for like cost. The costs of the second reservoir and  
58 other piping and related infrastructure would be covered as a cash amount paid to the City by  
59 the developer (Contribution-in-Aid revenue would need to be increased). While no filings for  
60 development have been received by the Engineering department, many public inquiries have  
61 been received to indicate a good potential for development may exist.

62 A discussion also was held on a proposed Storm Water regulation currently under a 180 day comment  
63 period. The regulations pertain to "Low Impact Development" standards requiring onsite storm water  
64 retention for developments filed after the middle of August 2016. Developments with onsite  
65 retention would require City crews to maintain those new areas thus becoming a new cost to be  
66 covered by the City. It is anticipated that developers with serious desires for new projects will try to  
67 file for development before the regulations take effect. This issue will affect costs of the Storm Water  
68 Fund of the City.

69 Two additional areas of discussion at the meeting were measures to be taken with residents that use  
70 culinary water to irrigate their yards and gardens. Current Building Code requires the installation of  
71 testable backflow assemblies by a licensed plumbing contractor where culinary water connections  
72 may be at risk of backflow contamination. Under these regulations, there will be an installation cost  
73 to residents in need of a backflow assembly and then an annual testing fee (currently \$70). The Water  
74 department estimates that 800 to 1000 residence locations may be affected by this regulatory

75 requirement mostly above Bountiful Blvd. The Water department staff will begin a public notice and  
76 education effort to help residents through this transition of regulatory requirements.

77 The final item of discussion was led by Gary Hill and covered upcoming changes in Weber Basin Water  
78 Conservancy District rates. A State law was enacted recently that will charge a fee on new  
79 developments served by Weber Basin for infrastructure needed. This fee will not likely affect  
80 Bountiful due to how customers are served for water. However, there was another requirement in  
81 the new law that water districts similar to Weber Basin will be required to maintain fund balance  
82 reserves equal to their annual operating costs. As such, Weber Basin will be raising their rates to any  
83 customer for the purpose of building their fund balance reserves to the levels required. Since  
84 Bountiful does purchase some water from Weber Basin, this new charge will affect the City. Gary Hill  
85 recommended that City Water rates be increased to cover the amount of the increase so as not to  
86 subsidize Weber Basin. Committee chair Harris agreed on raising the rates when the increase is  
87 known and also recommended that current City Water rates again be revisited for any other increases  
88 needed.

89 Committee member John Pitt made a motion to accept the tentative budget of the Water  
90 department, as amended for additions previously discussed during the meeting which include the  
91 \$150,000 for Water Treatment Plant preliminary work. Committee chair Harris seconded the motion.  
92 Voting was unanimous with Committee members Harris and Pitt voting "aye".

93 The meeting adjourned at 5:05 p.m. on a motion made by Committee member Pitt and seconded by  
94 Committee chair Harris. Voting was unanimous with Committee members Harris and Pitt voting  
95 "aye".

1 **Minutes of the**  
2 **Parks, Recreation and Fine Arts Committee Budget Review Meeting**

3 Bountiful City Hall Planning Conference Room  
4 April 14, 2016 (4:00 p.m.)  
5

6 Present:

7 Committee Members: John Pitt and Randy Lewis

8 City Manager: Gary Hill

9 Assistant City Manager: Galen Rasmussen

10 Department Personnel:

11 Brock Hill, Parks Director

12 Paul Rowland, City Engineer

13 Lloyd Cheney, Assistant City Engineer

14 Bruce Sweeten, Building Maintenance Superintendent

15 Kent McComb, Golf Professional

16 Tom Rhoades, Golf Course Superintendent

17 Paul (Geno) Flanary, Cemetery Superintendent  
18  
19

20 Official Notice of this meeting had been given by posting a written notice of same and an agenda at  
21 the City Hall and providing copies to the following newspapers of general circulation: Davis County  
22 Clipper, Standard Examiner, and on the Utah Public Notice Website.  
23

24 Committee chair John Pitt called the meeting to order at 4:07 p.m., and welcomed those in  
25 attendance.

26 **PRESENTATION OF BUDGET**

27 **Government Buildings Department**

28 Brock Hill and Bruce Sweeten presented the budget for the Government Buildings department. A  
29 review of overall responsibilities in the department was provided which is essentially to maintain all  
30 City-owned buildings with a staff of two individuals. Upcoming work plans include restoration of  
31 three Parks restrooms with new flooring, paint and other needed repairs. The budget includes  
32 purchase of a new "Man-Lift" machine to replace an aging machine that is no longer safe to operate.  
33 The new machine will allow access to repair and maintain higher elevation lighting fixtures, Park area  
34 lighting, and a variety of other hard to reach locations.

35 Committee member Randy Lewis made a motion to accept the tentative budget of the Government  
36 Buildings department, as presented, and Committee chair John Pitt seconded the motion. Voting was  
37 unanimous with Committee members Lewis and Pitt voting "aye".  
38

39

Cemetery Fund

40 Geno Flanary and Brock Hill presented the detailed budget for the Cemetery fund and provided a  
41 review of activity which included 396 burials for 2015 (there were 351 burials in calendar year 2014).  
42 Budget plans from the department in fiscal year 2016-2017 include installation of a vinyl fence along  
43 the West and North sides of the cemetery to improve privacy for patrons and neighbors; road  
44 resurfacing with curb and gutter in needed areas; training costs for a new employee; and purchase of  
45 an additional vehicle for the fleet to be used for snow plowing and other maintenance work.

46 A brief review of the "Transfer to Administrative Services" line item was provided by Galen  
47 Rasmussen. This budget line item is present in all Enterprise Fund departments to show the cost of  
48 services provided by the General Fund to the Enterprise Funds. These services include such things as  
49 processing payroll, other accounting and budget functions, legal and engineering services, and similar  
50 categories. These transfers to the General Fund are shown as an offset to expenditures in the  
51 applicable General Fund departments such as Executive, Human Resources, Finance, Engineering, etc.

52 Management and Committee members discussed fees for Cemetery services including demands for  
53 lot sales, and number of burials. It was noted that several Davis County cities have closed off sales of  
54 cemetery lots which positions Bountiful City's cemetery as the primary municipal owned cemetery  
55 location for the entire South end of Davis County. This situation has resulted in increased demands  
56 for cemetery lots along with grave opening and closing services from not only residents but also non-  
57 residents as well. Given the increases in demand from non-resident patrons, and a desire to maintain  
58 the cemetery to serve resident needs, management is proposing that fees for non-residents be  
59 doubled to hopefully slow the demand. Committee members expressed a desire to act on this  
60 proposal rapidly so a fee increase recommendation will be brought forward by staff for full City  
61 Council action in an upcoming meeting. Committee members also asked that staff track the sales of  
62 cemetery lot sales and other services closely by resident and non-resident categories to report back at  
63 a future date.

64 Committee member Lewis made a motion to accept the tentative budget of the Cemetery fund, as  
65 presented, and Committee chair Pitt seconded the motion. Voting was unanimous with Committee  
66 members Lewis and Pitt voting "aye".

67

Golf Fund

68 Kent McComb presented the detailed budget for the Golf fund including a review of fees which have  
69 not been raised for two years in a row with the 2016-2017 fiscal year budget. A discussion of the  
70 typical season for the Golf Course was presented. Play usually runs from March to near the end of  
71 November each year depending on weather. The management and staff plan to complete phase 3 of  
72 a multi-phase clubhouse remodel in the fall of 2016. Committee member Lewis complimented the  
73 staff on the care given to greens maintenance and other aspects of the course. Questions were posed

74 regarding the levels of tournament play and corporate bookings. Kent responded that many of the  
75 same corporate groups and tournaments return each year due to their favorable experiences.

76 Committee member Lewis made a motion to accept the tentative budget of the Golf Fund, as  
77 presented, and Committee chair Pitt seconded the motion. Voting was unanimous with Committee  
78 members Lewis and Pitt voting “aye”.

79 Parks Department

80 Brock Hill presented the detailed budget for the Parks department and responded to questions from  
81 the committee. The budget for fiscal year 2016-2017 includes the addition of a full-time employee  
82 and two seasonal employees to cover additional duties upcoming with the new Creekside Park and  
83 also expanded duties in maintaining Bountiful Pond near the City’s Landfill in West Bountiful.  
84 Associated increases in operations and maintenance categories and equipment are also present to  
85 support the maintenance of Creekside Park and the additional work at Bountiful Pond.

86 The budget line item for Handcart Days Fireworks has been moved from the Legislative department to  
87 the Parks department since employees of the Parks department take care of the administrative  
88 aspects of the event. The committee and management discussed the quality of Bountiful City’s  
89 annual fireworks show versus other Davis County cities. Annual adjustments in the fireworks to be  
90 used are made but the show has compared favorably to other cities that spend much more on their  
91 events.

92 A discussion on Creekside Park development ensued. The Park has passed 75% plan design review  
93 and is scheduled for construction start in early July with a completion in October or November 2016.  
94 The projected official opening of the park for use by the public is May 2017 which is needed to allow  
95 new plantings and trails to settle in before heavy patron traffic begins.

96 Other items of discussion in committee included:

- 97 1. Pickle ball Courts – Maintenance is ongoing to keep courts in good order. No new courts are  
98 planned for the near future given other Parks department priorities. Ongoing dialogue with  
99 interested pickle ball user groups will continue.
- 100 2. 2016 Tour of Utah – Gary Hill indicated that last year’s event was funded at a level of \$15,000  
101 with a \$3,000 reimbursement from Davis County. Similar plans exist for 2016.
- 102 3. South Davis Recreation Soccer – Committee member Lewis mentioned a need expressed by  
103 the South Davis Recreation District for soccer fields. Brock Hill indicated that he has had  
104 conversations with the District but there are many competing requests for fields by soccer  
105 teams, Lacrosse teams, softball and other uses. Sufficient fields are not available for internal  
106 City use currently.



- 107 4. Improvements in 400 North Park stage – The Bountiful Community Services Council request  
108 from last year for improvements in the stage included, among other things, additional  
109 electrical power outlets and concrete stairs. These improvements are in the proposed budget.  
110 5. RAP Tax and Funding for Community Arts Groups – Gary Hill noted that the City Council  
111 requested a recommendation on a policy, funding process and selection criteria for the newly  
112 renewed RAP Tax. A proposal will be made by Gary Hill at the October 26<sup>th</sup> City Council Work  
113 Session so further consideration today of the RAP Tax budget and related funding for  
114 community groups is postponed to a future meeting.

115 Committee member Lewis made a motion to accept the tentative budget of the Parks department as  
116 presented, and Committee chair Pitt seconded the motion. Voting was unanimous with Committee  
117 members Lewis and Pitt voting “aye”.

118 The meeting adjourned at 5:25 p.m. on a motion made by Committee member Lewis and seconded by  
119 Committee chair Pitt. Voting was unanimous with Committee members Lewis and Pitt voting “aye”.

1 **Minutes of the**  
2 **Streets, Sanitation, & Traffic Safety Committee Budget Review Meeting**

3 Bountiful City Streets Department  
4 950 South 200 West, Bountiful, UT  
5 April 18, 2016 (4:00 p.m.)  
6

7 Present:

8 Committee Members: Richard Higginson, Kendalyn Harris, John Marc Knight  
9 City Manager: Gary Hill  
10 Assistant City Manager: Galen Rasmussen  
11 Department Personnel:  
12 Gary Blowers, Streets and Sanitation Director  
13 Charles Benson, Assistant Director, Streets  
14 Sherry Steed, Administrative Assistant  
15 Paul Hartvigsen, Sign and Paint Supervisor  
16 Paul Rowland, City Engineer  
17 Lloyd Cheney, Assistant City Engineer  
18 Todd Christensen, Public Works/Environmental Engineer  
19 Angel Pineda, Storm Water Employee  
20

21 Official Notice of this meeting had been given by posting a written notice of same and an agenda at  
22 the City Hall and providing copies to the following newspapers of general circulation: Davis County  
23 Clipper, Standard Examiner, and on the Utah Public Notice Website.  
24

25 Committee chair Richard Higginson called the meeting to order at 4:04 p.m., and welcomed those in  
26 attendance.

27 **PRESENTATION OF BUDGET**

28 **Streets Department**

29 Gary Blowers presented the budget for the Streets department. Major projects underway or planned  
30 and line item expenditures were discussed including:

- 31 1. New Local Option Transportation Tax (\$600,000).
- 32 2. Street signage replacement.
- 33 3. Concrete repair for tree root problems with sidewalks.
- 34 4. Reclassifications of expenditures for telephone costs were made to properly reflect these costs  
35 in the telephone account.
- 36 5. Replacement of the Streets Department roof.
- 37 6. Street overlays and asphalt treatments (including HA5 and chip seals).
- 38 7. Equipment replacements to update the fleet.

39 8. Review of lane striping needs including school areas and crosswalks. The current contractor  
40 has performed well and is planning to continue work at the same contract cost in the new  
41 budget year.

42 An overview of staffing in the department was made along with department responsibilities which  
43 include maintenance of 160 miles of roadway. Fee schedules were reviewed (no changes).  
44 Committee chair Higginson asked about plans for keeping asphalt repair prices charged by the Streets  
45 department in line with the market price. Gary Blowers responded that costs are being watched and  
46 adjustments are proposed as needed. The long-term capital plan was also reviewed in the committee  
47 with brief comments on projects.

48 Recycling Fund

49 Gary Blowers presented the budget for the Recycling fund. The fee charged to residents needs to be  
50 increased in the new fiscal year to account for increases coming from the contractor (Ace Disposal)  
51 and to provide for billing and similar administrative costs. The rate proposed for fiscal year 2016-2017  
52 will be \$2.75 per can. Staff has been satisfied with the service quality delivered by the current  
53 contractor including the service center and the assigned representative. Currently, there are 12,386  
54 first cans and 265 second cans that are billed each month.

55 Storm Water Fund

56 Gary Blowers presented the budget for the Storm Water Fund. New storm drain line will be added in  
57 the Fawn Lane area along with Creekside Park. Fees are proposed for increase to cover the cost of  
58 service and capital replacement. A \$1.00 per Equivalent Residential Unit (ERU) will be proposed for  
59 fiscal year 2016-2017 with an additional \$1.00 per ERU increase in the fiscal year 2017-2018 budget.  
60 Committee members asked questions of staff as to plans for storm drain facilities in Creekside Park.  
61 Both Paul Rowland and Todd Christensen provided an overview of plans for handling runoff water in  
62 the area of Mill Street and the park itself.

63 A question was asked on the definition of ERU. The Equivalent Residential Unit (ERU) is calculated by  
64 assessing the amount of impervious surface area of the average size home in Bountiful. The average  
65 is 3,828 square feet. Each property in Bountiful (both residential and commercial) is assessed for ERU  
66 and billing accordingly. Credits are allowed for onsite detention of storm water. New regulations  
67 related to low impact development will require onsite detention for new developments or existing  
68 areas with disturbed property of one acre or more. The new regulations require onsite detention to  
69 handle 0.6 inches of water before runoff can occur.

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Landfill Fund

Gary Blowers presented the budget for the Landfill Fund. Collections revenue is split currently 10% to the Landfill fund and 90% to the Sanitation fund (no change). There is a change in fees proposed for Compost and Wood Chips sales. Compost fees will rise from \$30 per ton to \$35 per ton (\$2 per bag to \$5 per bag) and Wood Chip fees will rise from \$20 to \$25 per ton. Salvage metal sales revenue is projected to be lower due to the price of metal for recycling.

Expense line items reviewed include changes in part-time wages to provide a small market based adjustment. The Landfill is budgeting also for a loader replacement via lease which is shown in the operations and maintenance section versus capital for accounting purposes. There is also provision for a study to evaluate Bountiful City's alternative ground water protection standards.

Gary Blowers reviewed staffing at the Landfill and also reviewed planned equipment purchases with the committee for future years from the long-term capital plan.

Sanitation Fund

Gary Blowers reviewed the budget proposed for the Sanitation Fund with the committee. It was noted that the department has a regular fleet of five sanitation trucks. The collections revenue is again split 90% to Sanitation and 10% to Landfill to appropriately fund both operations. In discussing line item budget details Gary Blowers mentioned that the costs for the Household Hazardous Waste program are projected to rise 3% for fiscal year 2016-2017 with the current contractor. Staff is reviewing other proposals to hopefully reduce costs while maintaining high levels of quality.

Garbage can replacements were discussed with the committee. There is typically an eight week turnaround from order to delivery with Rotational Molding (current provider). An alternative provider (Totter) is being considered depending on quality of product. It was noted that Sanitation fund staff are actively involved in repairing cans as they wear out. This service was highlighted as a valued service by the committee. A used rear loading sanitation truck and a pickup truck are the only planned purchases for fiscal year 2016-2017. Since there are no large curbside sanitation truck purchases planned in the fiscal year 2016-2017 budget this will result in a large dollar decrease between budget year 2015-2016 and 2016-2017.

Committee chair Richard Higginson made a motion to accept the tentative budgets of the Streets department, Recycling fund, Storm Water fund, Landfill fund and Sanitation fund, as presented, and Committee member Kendalyn Harris seconded the motion. Voting was unanimous with Committee members Higginson and Harris voting "aye".

103 The meeting adjourned at 5:30 p.m. on a motion made by Committee chair Higginson and seconded  
104 by Committee member Harris. Voting was unanimous with Committee members Higginson and Harris  
105 voting "aye".

1 **Minutes of the**  
2 **Power Department Committee Budget Review Meeting**  
3 **(Joint with Power Commission)**

4 Bountiful City Power Department  
5 198 South 200 West, Bountiful, UT  
6 April 19, 2016 (8:00 a.m.)  
7

8 Present:

9 Committee Members: Beth Holbrook, Richard Higginson, John Marc Knight  
10 Power Commissioners: Susan Becker, Dan Bell, David Irvine, Jed Pitcher, Paul Summers,  
11 John Cushing  
12 City Manager: Gary Hill  
13 Assistant City Manager: Galen Rasmussen  
14 Department Personnel:  
15 Allen Johnson, Light & Power Director  
16 Brent Thomas, Superintendent of Operations  
17 Alan Farnes, Generation Superintendent  
18 Jay Christensen, Accountant  
19 Luke Veigel, Power Systems Electrical Engineer  
20 Pat Wood, Recording Secretary  
21 Tyson Beck, Finance Director  
22

23 Official Notice of this meeting had been given by posting a written notice of same and an agenda at  
24 the City Hall and providing copies to the following newspapers of general circulation: Davis County  
25 Clipper, Standard Examiner, and on the Utah Public Notice Website.  
26

27 Committee chair Beth Holbrook called the meeting to order at 8:00 a.m., and welcomed those in  
28 attendance.

29 **PRESENTATION OF BUDGET**

30 Jay Christensen presented the budget for the Light and Power fund with comments and clarification  
31 being provided by Allen Johnson, Alan Farnes, Brent Thomas and Luke Veigel. An overview of the  
32 Power system design and capacity was provided:

- 33 1. Redundancy in systems with five substations.
- 34 2. Reliability with underground and overhead transmission facilities.
  - 35 a. 1,400,000 feet of underground wire is in need of replacement. Some wire has been in the  
36 ground for 45 or more years. At a \$5.00 per foot replacement cost, the Power fund would  
37 incur a \$7,000,000 total cost of replacement.

- b. There is an estimated 3,500 meters in need of replacement/relocation from the street to the home. At \$5,000 per meter, it would cost the Power fund \$16,000,000 to accomplish the replacement/relocation.
- c. In the overhead distribution system there are 3,000 poles which could be replaced with an estimated cost of \$6,000,000.
- d. All of the transmission system poles have been tested, 21 poles have failed the test and require replacement to retain structural integrity.
- e. Most of the transmission system was installed in the decade of the 1960s. The north end of the transmission system, while capable of carrying redundant load, is limited in capacity versus the south end of the system.
- f. The 138 Substation contains a 75 MW and a 62.5 MW transformer to deliver electricity at the north end of the City. The City's current peak demand has hit 81 MW. Future growth in demand is more likely to occur by increasing availability and saturation from electricity demanding equipment (e.g. electric vehicles, electronic equipment, etc.).

A review of the budget request from the Power fund included the following:

- 1. Current cash balances of \$24,913,124 (\$19,650,100 in operating funds and \$5,263,024 in rate stabilization funds).
- 2. The Rate Stabilization fund requires maintenance of a \$5,000,000 balance.
- 3. To maintain the current AA- bond rating, the Power fund must maintain a cash balance of \$16,000,000.
- 4. The 2010 Electric Revenue Bond has a current balance of \$12,085,000 with advance payment option of \$8,630,000 in the year 2020.
- 5. The fiscal year 2016-2017 budget includes a 2.3% increase in fees to bring the City's customer charge in line with Rocky Mountain Power. The rate increase will bring \$560,000 in additional revenue.
- 6. To remain in a favorable cash position, management recommends incremental rate increases of 2% to 5% over the next few years through 2020. These increases will allow for maintenance of the system, payment for capital needs and recovery of lost revenue from solar customers and conservation efforts.
- 7. The fiscal year 2016-2017 budget request is for \$26,911,171. This is broken into the following categories:
  - a. Personnel Services \$4,350,091
  - b. Operations and Maintenance \$18,330,208
  - c. Non-Operating \$793,130
  - d. Capital \$3,129,000
  - e. Transfers in \$308,742

74 Additional discussion ensued relative to the impacts from solar customers and the need for a handout  
75 for customers to correct misinformation in the marketplace.

76 Committee member Richard Higginson made a motion to accept the tentative budget of the Power  
77 fund, with direction for staff to develop an annual rate-increase schedule of 2%-5% until 2020.

78 Committee member John Marc Knight seconded the motion. Voting was unanimous with Committee  
79 members Holbrook, Higginson and Knight voting "aye".

80 The committee meeting adjourned at 9:38 a.m. with Power Commission continuing.



# City Council Staff Report

**Subject:** Expenditures for Invoices > \$1,000.00 paid  
April 4 & 11, 2016

**Author:** Tyson Beck, Finance Director

**Department:** Finance

**Date:** April 19, 2016



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## **Background**

This report is prepared following the weekly accounts payable run. It includes payments for all expense invoices equaling or exceeding \$1,000.00. Payments affecting only revenue or balance sheet accounts are not included. Such payments include those to acquire additions to inventories, the remittance of payroll withholdings and taxes, and performance bond refunds. Expenses for salaries and wages and utility deposit and credit balance refunds are 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 and approve the attached expenditures.

## **Attachments**

Weekly report of expenses/expenditures for invoices equaling or exceeding \$1,000.00 paid April 4 & 11, 2016.

**Expenditure Report for Invoices >\$1,000.00**  
**Paid April 4, 2016**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
6907	ANIXTER POWER SOLUTIONS	Light & Power	53.5300.448636.	Special Equipment	1,592.00	188863	3139818-00	EXTENSION STICKS
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,717.74	188864	59L01216	TREE TRIMMING
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,883.84	188864	58S20216	TREE TRIMMING
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,931.36	188864	59L01116	TREE TRIMMING
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,140.40	188864	58S20116	TREE TRIMMING
2039	EDWARDS, DAVID	Liquor Control	10.4218.445100.	Public Safety Supplies	1,047.85	188875	03302016	REIMBURSE-ALCOHOL FUNDS-COMPUTER INTOX ROOM
5446	INSTRUMENT CONTROL	Light & Power	53.5300.474780.	CIP 08 Dist Sub SW Sub	112,214.00	188885	1812	RELAY & CONTROL CABINET-SW SUBSTATION
<b>TOTAL:</b>					<u>\$ 134,527.19</u>			

**Expenditure Report for Invoices >\$1,000.00**  
**Paid April 11, 2016**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
1057	AGRONO-TEC SEED CO.	Parks	10.4510.426000.	Bldg & Grnd Suppl & Maint	\$ 1,125.00	188955	61433	TEEMAKER 1A
1103	ALPHAGRAPHICS BOUNTIFUL	Legislative	10.4110.461000.	Miscellaneous Expense	1,477.37	188958	192335	OPERATING & CAPITAL BUDGETS
1177	APPLIED CONCEPTS, INC	Liquor Control	10.4218.445100.	Public Safety Supplies	12,190.00	188962	286052	ANTENNA'S
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,722.32	188963	59Y83316	TREE TRIMMING
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,866.04	188963	59Y83416	TREE TRIMMING
1599	CCG-HOWELLS	Police	10.4210.426000.	Bldg & Grnd Suppl & Maint	1,287.28	188972	58127	CLEAN PANELS,REPLACE END CAPS
1720	CODALE ELECTRIC SUPPLY	Light & Power	53.5300.474780.	CIP 08 Dist Sub SW Sub	30,245.00	188978	S5626001.002	4600' 1100 MCM CABLE
1720	CODALE ELECTRIC SUPPLY	Light & Power	53.5300.474780.	CIP 08 Dist Sub SW Sub	34,571.35	188978	S5626001.001	5258' 1100 MCM CABLE
1767	CONTEMPORARY IMAGE	Light & Power	53.5300.445202.	Uniforms	1,049.00	188981	31490	FR CLOTHING
1821	CRSA, INC.	Redevelopment Agency	73.7300.426100.	Special Projects	3,958.00	188983	16-006-3	PROFESSIONAL SERVICES FOR MARCH 2016
2035	ECONOLITE CONTROL	Streets	10.4410.441300.	Street Signs	17,500.00	188988	127198	TRAFFIC CONTROL CAMERAS
2164	FERGUSON ENTERPRISES	Water	51.5100.448400.	Dist System Repair & Maint	9,064.25	188992	980669	PARTS FOR INVENTORY
2350	GREEN SOURCE, L.L.C.	Golf Course	55.5500.426000.	Bldg & Grnd Suppl & Maint	1,608.75	188995	11750	FERTILIZER
2350	GREEN SOURCE, L.L.C.	Golf Course	55.5500.426000.	Bldg & Grnd Suppl & Maint	7,263.83	188995	11632	FERTILIZER
5458	HANSEN, ALLEN & LUCE	Landfill	57.5700.431300.	Environmental Monitoring	4,345.94	188996	35007	JAN-MAR 2016 GROUNDWATER SAMPLING
7361	JORGENSON COMPANIES	Light & Power	53.5300.424002.	Office & Warehouse	1,138.91	189001	JI08361	TOOL ROOM BINS
2886	LAKEVIEW ROCK PRODUCT	Water	51.5100.461300.	Street Opening Expense	2,310.56	189002	336308	ROAD BASE
2886	LAKEVIEW ROCK PRODUCT	Cemetery	59.5900.473100.	Improv Other Than Bldgs	2,658.52	189002	336405	ROAD BASE
2987	M.C. GREEN & SONS INC	Water	51.5100.473110.	Water Mains	63,100.10	189004	3227	2016 WATER LINE PROJECT
3032	MAXWELL PRODUCTS INC	Streets	10.4410.441200.	Road Matl Patch/ Class C	13,858.70	189006	6869	CRACK SEAL
3192	MOUNTAIN STATES FENC	Storm Water	49.4900.425000.	Equip Supplies & Maint	1,325.00	189010	59633	FENCE-545 N 900 E
3321	NORTHERN POWER EQUIPMENT	Light & Power	53.5300.448632.	Distribution	1,004.00	189013	48342	SERVICE WEDGES
3588	PUKKA INC.	Golf Course	55.5500.448240.	Items Purchased - Resale	1,798.80	189017	HQ00486-IN	HATS/ACCESSORIES
5281	QUESTAR GAS COMPANY	Police	10.4210.427000.	Utilities	1,975.39	189018	04052016D	ACCT #3401140000
3777	ROTATIONAL MOLDING	Sanitation	58.5800.448010.	Garbage Containers	6,150.00	189022	33192	GARBAGE CANS
4208	TIMBER MILL	Light & Power	53.5300.424002.	Office & Warehouse	3,956.61	189030	7016	WORK BENCH,COAT RACK
4357	UTAH COMMUNICATIONS	Police	10.4210.425200.	Communication Equip Maint	2,394.75	189037	59174	FEBRUARY 2016 RADIO SERVICE
4450	VERIZON WIRELESS	Police	10.4210.428000.	Telephone Expense	1,570.61	189040	9762588472	ACCT #771440923-00001
4585	WILDING ENGINEERING	Light & Power	53.5300.474780.	CIP 08 Dist Sub SW Sub	4,673.75	189042	117322	COMPACTION AND CONCRETE TESTING
4585	WILDING ENGINEERING	Light & Power	53.5300.474780.	CIP 08 Dist Sub SW Sub	5,169.25	189042	117418	COMPACTION AND CONCRETE TESTING
<b>TOTAL:</b>					<u>\$ 248,359.08</u>			



# Council Staff Report

**Subject:** Vacation of Nor Del Subdivision  
**Address:** 354 & 378 W 1500 South  
**Author:** City Planner  
**Department:** Engineering, Planning  
**Date:** April 26, 2016



---

## Background

The Nor Del Subdivision is a two-lot subdivision located on 1500 South. Rick Gelhart and Terri Locher own both lots in the subdivision and wish to vacate the subdivision in order to combine the lots into one parcel. Subdivision vacations must be approved by the City Council by ordinance after a public hearing. The Land Use Ordinance requires that, prior to consideration by the City Council, the application be reviewed by the Planning Commission for their recommendation of approval, approval with conditions or denial.

## Analysis

Mr. Gelhart and Ms. Locher wish to make improvements to Lot 2, which they recently purchased. The applicants would like to add driveways and RV storage and potentially accessory structures to Lot 2. The Code prohibits making improvements such as driveways or accessory structures to a lot that does not have a primary residential structure. Combining the lots through the subdivision vacation will make it possible to construct the desired improvements.

The purpose of the prohibition on constructing accessory structures and driveways on vacant lots is to prevent these structures from being sold separately from a primary residence. Without the proposed combination, Lot 2 could still be sold separately from Lot 1 which could result in an accessory structure on an individual lot without a primary structure. In the past, this situation has resulted in accessory structures being converted to non-permitted business and/or storage use which is incompatible with the standards of the single family zone.

## Department Review

The proposed subdivision vacation has been reviewed by the Engineering Department and Planning Department.

## Recommendation

The Planning Commission reviewed the item at their April 19, 2016 meeting and forwards a recommendation of approval to the City Council for the proposed vacation.

## **Significant Impacts**

This subdivision vacation has no significant impacts.

## **Attachments**

1. Aerial Photo
2. Nor Del Subdivision Plat
3. Ordinance 2016-04

# Aerial Photo



NARRATIVE

This Survey was requested by Mr. Chip Nelson prerequisite to subdivision of the subject property.

A line between monuments found for the Southwest Corner of Section 30 and the West Quarter Corner of Section 30 re-established by Witness Corner was assigned the Davis County Survey Bearing of North 0°13'24" West as the Basis of Bearings.

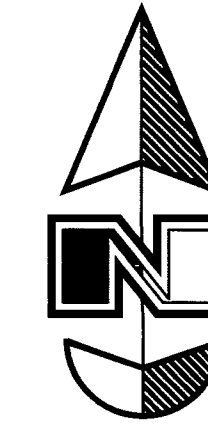
The location of 1500 South Street was established by determining the intersection of 1500 South Street and Highway 106 from Davis County record information from an existing monument at the intersection of 1500 South Street and 200 West Street and extending the centerline West on a bearing parallel to the improvements along the South side of the street and in harmony with a found rebar and Cap on the North side (note: North and South improvements do not parallel each other). The East and West property lines were established by occupation and survey markers found near the Southwest corner of the survey parcel. The Easterly line of the Church property where it intersects 1500 South and the Southwest corner of the Main Street investment property as shown on the survey. Bearings were held parallel to the West line of Section 30 as indicated on the original North Mill Creek Plat.

# Nor-Del Subdivision

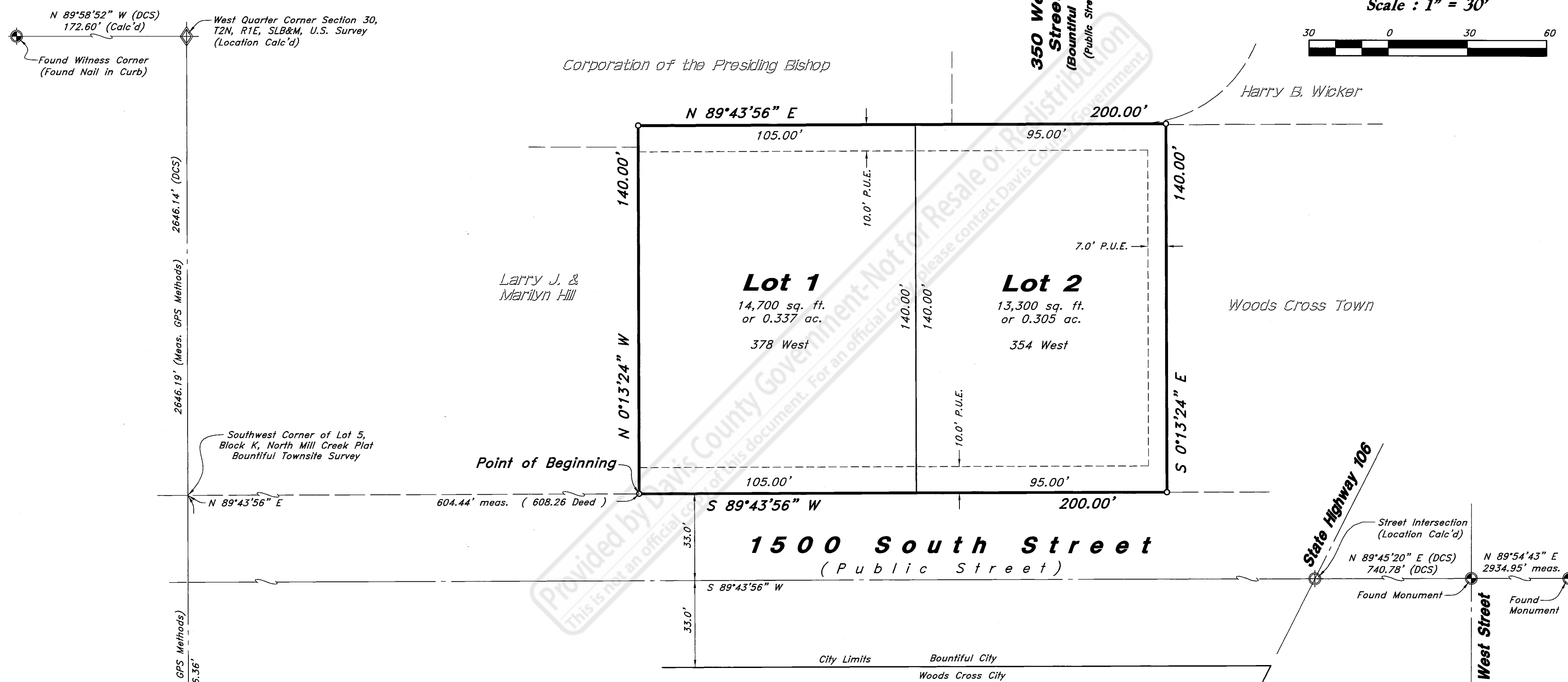
## A part of Lot 5, Block "K", North Mill Creek Plat, Bountiful Townsite Survey, Located in the Southwest 1/4 of Section 30, T2N, R1E, SLB&M, U.S. Survey Bountiful City, Davis County, Utah

Legend

- Section Corner
- Monument
- Property Line
- Centerline
- Sectionline
- Dcs Davis County Survey
- Set Rebar & Cap
- Easement Line



Scale: 1" = 30'



NOTES:

10' Public Utility and Drainage Easements on Front and Rear Lot Lines as well as Subdivision Boundaries. 7' Side Yard Easements each side of property line as indicated by dashed lines, except as otherwise shown.

QUESTAR

Questar approves this plat solely for the purpose of confirming that the plat contains public utility easements. Questar may require other easements in order to serve this development. This approval does not constitute abrogation or waiver of any other existing rights, obligations or liabilities provided by law or equity. This approval does not constitute acceptance, approval or acknowledgement of any terms contained in the plat, including those set forth in the Owners Dedication and the Notes and does not constitute a guarantee of particular terms of natural gas service. For further information please contact Questar's Right-of-Way department at 1-800-366-8332.

Approved this 6th day of MARCH, 2008

By: Eric Hunt  
Title: Account Manager

UTILITY APPROVALS

- R. Alan James 1-10-08 Bountiful Power
- Wesley & White 1-10-08 Bountiful Water
- Wesley & White 2-19-08 South Davis Sewer
- Michael Johnson 1-14-08 Comcast
- Michael Johnson Qwest

BOUNTIFUL CITY ATTORNEY APPROVAL

Approved this 10th day of March, 2008.  
Russell Z. Naber  
Bountiful City Attorney

BOUNTIFUL CITY COUNCIL APPROVAL

Presented to the City Council of Bountiful City, Utah this 27th day of Nov., 2007 at which time this Subdivision was approved.

Mayor Dr. Johnson  
Attest Kimberly Cole  
Title Recorder

BOUNTIFUL CITY ENGINEER

Approved this 10th day of March, 2008.  
Bob Johnson  
Bountiful City Engineer

BOUNTIFUL CITY PLANNING COMMISSION

Approved by the Bountiful City Planning Commission on the 20th day of Nov., 2007.  
Eric Johnson  
Director

SURVEYOR'S CERTIFICATE

I, Kirk D. Randall, a registered land surveyor in the State of Utah, do hereby certify that this plat of Nor-Del Subdivision, in Davis County, Utah has been correctly drawn to the designated scale and is a true and correct representation of the following description of lands included in said subdivision, based on data compiled from records in the Davis County Recorder's Office, and of a survey made on the ground.

Signed this 26th day of November, 2007.

License No. 334567

Kirk D. Randall  
Kirk D. Randall

OWNER'S DEDICATION

We, the undersigned owners of the hereon described tract of land, hereby set apart and subdivide the same into lots as shown on this plat, and name said tract Nor-Del Subdivision, and hereby dedicate, grant and convey to Bountiful City, Davis County, Utah, all those parts or portions of said tract of land designated as easements for public utility and drainage purposes as shown hereon, the same to be used for the installation, maintenance, and operation of public utility service lines and drainage, as may be authorized by Bountiful City.

Signed this 7th day of January, 2008

Delton S. Nelson Nelson Family Investments LTD.

ACKNOWLEDGMENT

State of Utah } ss  
County of Davis

On the 7th day of January, 2008, personally appeared before me Scott Chip Nelson who being by me duly sworn did say that Delton S. Nelson and that said instrument was signed in behalf of said Trust by a resolution of its members and Scott Chip Nelson acknowledged to me that said Trust executed the same.

Residing At: Layton, UT  
June 22, 2009  
Commission Expires

Bridget Naber  
A Notary Public commissioned in Utah  
Bridget Naber  
Print Name

ACKNOWLEDGMENT

State of Utah } ss  
County of Davis

On the 7th day of January, 2008, personally appeared before me Scott Chip Nelson who being by me duly sworn did say that Nelson Family Investments, LTD and that said instrument was signed in behalf of said LTD by a resolution of its members and Scott Chip Nelson acknowledged to me that said LTD executed the same.

Residing At: Layton, UT  
June 22, 2009  
Commission Expires

Bridget Naber  
A Notary Public commissioned in Utah  
Bridget Naber  
Print Name

BOUNDARY DESCRIPTION

A part of Lot 5, Block "K", North Mill Creek Plat, Bountiful Townsite Survey Located in the Southwest Quarter of Section 30, Township 2 North, Range 1 East, Salt Lake Base and Meridian, U.S. Survey, Bountiful City, Davis County, Utah:

Beginning at a point on the North line of 1500 South Street, Given as 608.26 feet East from the Southwest Corner of Lot 5, Block "K", North Mill Creek Plat, Bountiful Townsite Survey, said point being 1316.36 feet North 0°13'24" West along the Section Line and 604.44 feet North 89°43'56" East along said North Line of 1500 South Street from the Southwest Corner of said Section 30; and running thence North 0°13'24" West 140.00 feet to the Southerly line of the Corporation of the Presiding Bishop property; thence North 89°43'56" East 200.00 feet along said Southerly line and the Southerly line of the Bountiful City property; thence South 0°13'24" East 140.00 feet to the North line of 1500 South Street; thence South 89°43'56" West 200.00 feet along said North line to the point of beginning.

Contains: 28,000 s.f. or 0.643 ac.

DAVIS COUNTY RECORDER

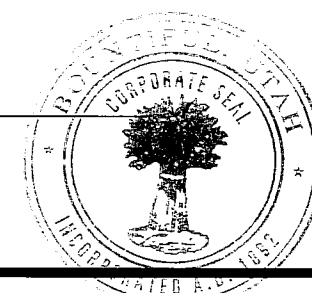
ENTRY NO. 2350108 FEE PAID 432.00

FILED FOR RECORD AND RECORDED MARCH 19, 2008 AT 11:39 AM IN BOOK 4493 OF OFFICIAL RECORDS, PAGE 645

Michael T. Maughan  
DAVIS COUNTY RECORDER

BY: \_\_\_\_\_ DEPUTY

**GREAT BASIN ENGINEERING - SOUTH**  
CONSULTING ENGINEERS and LAND SURVEYORS  
2010 North Redwood Road, P.O. Box 16747  
Salt Lake City, Utah 84116  
Salt Lake City (801)521-8529 Ogden (801)394-7288 Fax (801)521-9551







# BOUNTIFUL

City of Beautiful Homes and Gardens

## Bountiful City Ordinance No. 2016-04

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

**An ordinance vacating the Nor Del Subdivision in Bountiful, Davis County, Utah, and releasing the easements thereon.**

**WHEREAS**, the property owners have petitioned the City to Vacate the Nor Del Subdivision in order to merger the tow lots into a single parcel; and

**WHEREAS**, the request for vacation was reviewed by the Planning Commission on April 19, 2016; and

**WHEREAS**, the Planning Commission has reviewed the request and recommended approval; and

**WHEREAS**, lawful notice of this proposed vacation pursuant to §10-9a-207 of the Utah Code has been given; and

**WHEREAS**, the City Council held a public hearing on April 26, 2016 as required by State and local law; and

**WHEREAS**, the Bountiful City Council finds that within the meaning of §10-9a-609 of the Utah Code there is good cause for vacating the subdivision as requested and that the request does not affect an existing street.

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

**Section 1. Legal Description.** This ordinance affects the following-described parcel(s) of real property:

All of the Nor Del Subdivision, Bountiful, Davis County, Utah as further described in Exhibit "A"

**Section 2. Vacation.** On the effective date hereof, the Nor Del Subdivision located in Bountiful, Utah, is hereby vacated, and the easements thereon are hereby released.

**Section 3. Recording of Ordinance.** A copy of this Ordinance shall be recorded in the office of the Davis County Recorder.

**Section 4. Repeal.** All City ordinances in conflict with these provisions are hereby repealed. However, all provisions in force immediately prior to this ordinance shall continue in force hereafter for the purpose of any pending legal action, all rights acquired, all fines, penalties and forfeitures imposed, and any liabilities already incurred.

**Section 5. Severability.** If any provision of this ordinance is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

**Section 6. Effective Date.** This ordinance shall take effect immediately upon first publication.

**Adopted this 26<sup>th</sup> day of April, 2016**

BOUNTIFUL CITY:

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

ATTEST:

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

State of Utah            )  
                                      : ss  
County of Davis         )

The foregoing Ordinance 2016-04 was duly acknowledged before me this \_\_\_\_\_ day of April 2016, by Mayor Randy C. Lewis and City Recorder Shawna Andrus of the City of Bountiful.

\_\_\_\_\_  
Notary Public

# City Council Staff Report



**Subject:** Vehicle Replacement  
**Author:** Chief Ross  
**Department:** Police Department  
**Date:** April 26, 2016

---

## **Background**

The following is a request to approve the replacement purchase of one police vehicle damaged in an accident. Funding for this vehicle is available through the Bountiful City Risk Management Fund and unexpended funds in our Police Department Vehicle Capitol Account.

## **Analysis**

One of our officers was involved in a single vehicle accident while driving to work on I-15 in a heavy rain storm. The 2014 Dodge Charger sustained \$19,763 in damage. This vehicle is over two years old making it more cost effective to replace the vehicle than repair it. The replacement vehicle is a 2016 Dodge Charger which will be assigned to the patrol division. The Charger is police package equipped and will be purchased for \$25,483 from Performance Dodge utilizing state bid contract pricing.

## **Department Review**

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

## **Significant Impacts**

Sufficient funds are currently available. \$19,763 will be paid through Bountiful City's Risk Management Fund and \$5,720 will come from unexpended funds in our Police Department Vehicle Capitol Account.

## **Recommendation**

I respectfully request your approval to purchase a 2016 Dodge Charger for \$25,483. Thank you for your time and consideration in this matter.

## **Attachments**

N/A



# City Council Staff Report



**Subject:** History Museum  
**Author:** Todd Christensen  
**Department:** Engineering  
**Date:** April 26, 2016

## Background

The historic Smedley Home at 305 North Main was purchased by the city to be converted into a history museum. The city has been working with the Bountiful Historical Preservation Foundation on a project to improve the property for a Museum.

## Analysis

Last fall, a bid was held for the museum project. The bids we received were much too high, so we decided to reduce the scale of the planned project while maintaining the same planned footprint. The main change to the plan was to eliminate the upper level in the addition that would have connected to the upper level above the original home. Other changes were also made resulting in a simpler design.

The Museum Re-Design project recently went out to bid. Although several contractors initially seemed interested, we received just one bid from Entelen Design-Build, LLC as follows:

ITEM	AMOUNT	To be Accepted (Y/N)
Base Bid	\$ 298,617.88	Y
Alternate #1: Demo Garage	\$ 12,332.00	Y
Alternate #2: Exterior Ramp	\$ 14,671.00	N
Alternate #3: Landscape Demo	\$ 3,103.00	Y
<b>TOTAL (with alternates #1 and #3)</b>		<b>\$ 314,052.88</b>

Entelen's bid is nearly 5% higher than the price estimate for the project. If Alternate #2 is not accepted and the other alternates are accepted, the bid is very close to the cost of construction that the City and Historic Foundation were planning for. A reasonable amount of money will remain available for contingency. The Bountiful Historical Preservation Foundation Board members would like to accept the bid and move ahead with the project.

Entelen provided references of clients they have worked for on projects dealing with old buildings. The references have provided positive feedback about their experiences with Entelen.

**Significant Impacts**

The RDA has \$205,000 set aside for the renovation. The remainder of the costs will be paid by the Historical Society. It is anticipated that the project will be completed by the end of October.

**Department Review**

This has been reviewed by the Engineering Department

**Recommendation**

Staff recommends the following action to be taken by the City Council:

- Contract with Entelen Design-Build, LLC to construct the Bountiful Museum Re-Design Project with Alternates #1 and #3 for \$ 314,052.88.

**Attachments**

Museum Re-Design 3D views

Museum Re-Design Main Floor Plan



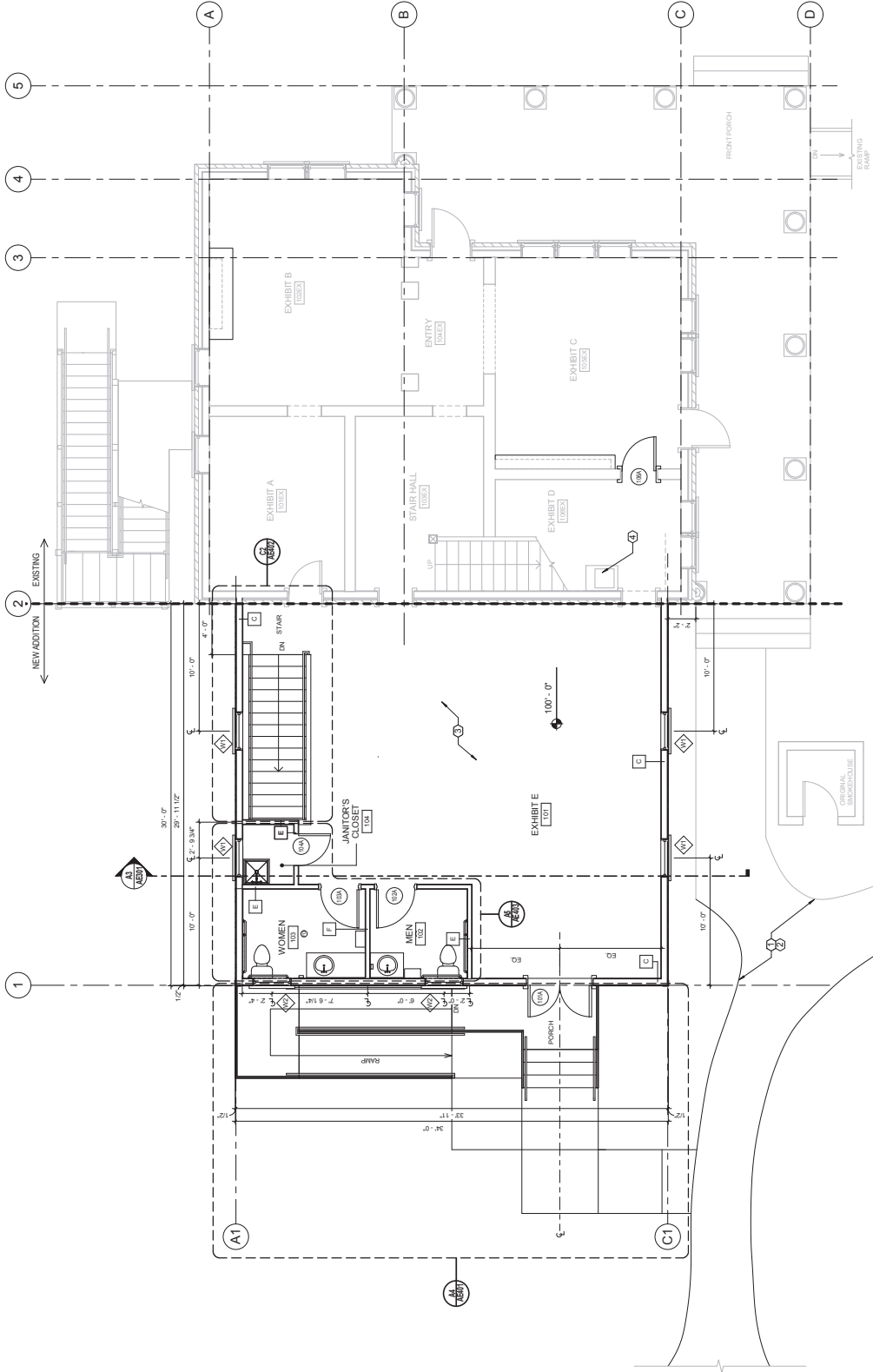
Issue	Date	Project Status
1		SCHEMATIC DESIGN
2		PRELIMINARY DESIGN
3		PERMITTING
4		CONSTRUCTION

**MAIN LEVEL FLOOR PLAN**

**AE102**

### KEYED NOTES

- EXISTING CONCRETE TO REMAIN.
- EXISTING WALLS TO REMAIN.
- REMOVE EXISTING DRINK CABINET PLACE 3" TAG MAKEWOOD FLOOR TO REPAIR FLOOR AS SP7 STAIR & TRY TO MATCH EXISTING.
- POLES (AS SP7) STAIR & TRY TO MATCH EXISTING.



**MAIN LEVEL FLOOR PLAN**  
1/4" = 1'-0"



# City Council Staff Report



**Subject: Purchase of a One Ton Truck and Dump Body**

**Author: Gary Blowers**

**Department: Street Department**

**Date: April 26, 2016**

---

## **Background**

The street department would like to replace a 10 year old one ton truck. This truck is used for small road repair, storm drain cleaning and special cleanup.

## **Analysis**

The State of Utah has already put the equipment that we need out to bid. We recommend using the State of Utah Contract with Ken Garff Ford for the purchase of a 2016 Ford F-350 Chassis at a cost of \$28,128.32 and the State of Utah Contract with Semi Service for the Rugby 9' dump body at a cost of \$8,971.45.

## **Department Review**

This report was reviewed by the Street Department and the City Manager.

## **Recommendation**

Staff recommends the Council approve the purchase of the Ford One Ton Dump Truck Chassis on the State Contract from Ken Garff Ford for \$28,128.32 and the Rugby 9' Dump Body from Semi Service for \$8,971.45.

## **Significant Impacts**

The street department FY 2016 budget for the truck is \$38,000.00. The actual cost is

One Ton Truck	\$28,128.32
Dump Body	<u>\$8,971.45</u>
Total	\$37,099.77

## **Attachments**

None (contract is available for review if desired)