

# BOUNTIFUL CITY COUNCIL MEETING

## TUESDAY, July 9, 2019

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

### 7:00 p.m. – Regular Session

NOTICE IS HEREBY GIVEN that the City Council of Bountiful, Utah will hold its regular Council meeting at **South Davis Metro Fire Station 81, 255 South 100 West, Bountiful, Utah**, at the time and on the date given above. The public is invited to all meetings. Deliberations will occur in the meetings. Persons who are disabled as defined by the Americans With Disabilities Act may request an accommodation by contacting the Bountiful City Manager at 801.298.6140. Notification at least 24 hours prior to the meeting would be appreciated.

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

## AGENDA

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

1. Carbon Free Power Project discussion – Mr. Allen Johnson p. 41

### 7:00 p.m. – Regular Session

1. Welcome, Pledge of Allegiance and Thought/Prayer
2. Public Comment - If you wish to make a comment to the Council, please use the podium and clearly state your name and address, keeping your comments to a maximum of two minutes. Public comment is limited to no more than ten minutes per meeting. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives.
3. Approve minutes of previous meeting held on June 25, 2019 p. 3
4. Council Reports
5. BCYC Reports
6. Consider approval of:
  - a. Weekly expenditures > \$1,000 paid June 17 & 24, 2019 p. 13
  - b. May 2019 Financial Report p. 17
7. Consider approval of the purchase of the following equipment – Mr. Jared Edge
  - a. One ton cab & chassis from Performance Ford and a nine-foot dump body from Semi Service Inc. in the total amount of \$52,327 for the Storm Water Department p. 31
  - b. Three-quarter ton cab & chassis from Performance Ford and a service body from Semi Service Inc. in the total amount of \$48,920 for the Streets Department p. 33
  - c. Peterbilt refuse chassis from Peterbilt of Utah and a Labrie refuse body from Signature Equipment in the total amount of \$259,363 for the Sanitation Department p. 35
  - d. Leaf/Debris Collector from Old Dominion Brush Company in the amount of \$68,000 for the Storm Water Department p. 37
8. Consider approval of the contract between Public Energy Authority of Kentucky and Bountiful City for a pre-paid gas purchase and authorize the Mayor to sign the final agreement – Mr. Allen Johnson p. 39
9. Consider approval of Resolution 2019-04 authorizing and approving an increase in entitlement shares under the Carbon Free Power Project and authorizing the Mayor to sign the resolution – Mr. Allen Johnson p. 41
10. Consider approval of the preliminary site plan for an addition at St. Olaf Church and School located at 1793 South Orchard Drive – Mr. Francisco Astorga p. 47
11. Consider approval of a contract with Green Construction, Inc, for the installation of water lines at the Stone Creek Estates Phase 2 Subdivision in the amount of \$179,137 plus the cost of bonds and insurance – Mr. Lloyd Cheney p. 51
12. Consider approval of Resolution 2019-05 amending the Personnel Policies and Procedures Manual of the City of Bountiful – Mr. Gary Hill p. 55
13. Adjourn

  
City Recorder



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Minutes of the  
BOUNTIFUL CITY COUNCIL

June 25, 2019 – 6:00 p.m.

Present: Mayor Randy Lewis  
Councilmembers Kate Bradshaw, Kendalyn Harris, Richard Higginson,  
John Marc Knight, Chris Simonsen  
City Manager Gary Hill  
Assistant City Manager Galen Rasmussen  
City Attorney Clinton Drake  
City Engineer Lloyd Cheney  
City Planner Francisco Astorga  
Police Chief Tom Ross  
Finance Director Tyson Beck  
Power Director Allen Johnson  
Streets Director Gary Blowers  
Assistant Streets Director Charles Benson  
Parks Director Brock Hill  
City Prosecutor Yvette Donosso  
City Victim Advocate Ashley Stewart  
Recording Secretary Maranda Hilton

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

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**Work Session – 6:00 p.m.**  
**South Davis Metro Fire Station Conference Room**

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Mayor Lewis called the meeting to order at 6:00 p.m. and welcomed those in attendance.

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**GOLF COURSE UPDATE – MR. BROCK HILL**

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Mr. Brock Hill informed the Council about the current state of the Bountiful Ridge Golf Course after the work that has been done to recover the greens following the misapplication of a growth regulator that occurred in August of 2018. He showed images of the damage to each of the 16 affected holes, and explained that the chemical caused about an 80% death rate on the greens in total. This was a devastating event for the golf course and for the people who play there. The golf course staff got to work very quickly after the incident to try to help recover the greens with fertilizing treatments. They decided to make improvements to the collars around the greens and to the bunkers as well during this time. He showed current photos and how much the greens have improved since the incident and said he feels the Golf Course Superintendent, Mr. Tom Rhoades, made the correct choice to fertilize and re-sod the affected areas instead of replacing entire holes. Overall they are very pleased with how quickly they were able to get the greens back to a playable condition and how

1 things are progressing. They also have new policies and regulations in place to keep this kind of  
2 mistake from occurring again.

3 Upcoming projects for the golf course include improvements to the course bathrooms and to  
4 the cart paths. In the next few years they will need to look into updating the clubhouse.

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6 **VICTIM SERVICES/PROSECUTION UPDATE – MR. CLINTON DRAKE**

7 Mr. Drake updated the Council about the Victim Services/Advocacy program which was  
8 approved two years ago and thanked the Council for that decision and support in starting that  
9 program. The program is funded by a federal grant (the Victims of Crime Act grant). Bountiful City  
10 has just re-applied for and received another grant. This means the grant will fund the program for  
11 another two years, which will be a wonderful asset for Bountiful residents. He then turned the time  
12 over to Ms. Yvette Donosso, City Prosecutor, and Ms. Ashley Stewart, Victim Advocate, to introduce  
13 themselves.

14 Ms. Donosso introduced herself to the Council. She is from California and came to Utah for  
15 Law School. Her career has mostly been as a civil litigator, but she recently finished working for two  
16 federal judges and has come to feel very passionate about criminal law. She is very excited to be here  
17 working for the City of Bountiful. Her job mostly consists of prosecuting misdemeanors and traffic  
18 violations. She is very grateful that Ashley is working in the role of Victim Advocate because she is  
19 very good at contacting victims, helping them through court proceedings and making them feel safe.

20 Ms. Ashley Stewart introduced herself and what she does as the Victim Advocate. She has a  
21 background in social work and has become an accredited victim advocate since taking this position.  
22 Advocates are there solely to help victims of crimes get any help they need. She informs them about  
23 court proceedings and court dates, helps them file victim statements, seek restitution, accompanies  
24 them to court and helps them in many other ways. It has been shown that having a victim advocate  
25 can help the prosecution be more successful by keeping victims involved throughout the process. Her  
26 position is a part-time position and this past year she worked 18 hours a week, but now that the grant  
27 has been extended and increased she will be able to work 24 hours a week and be more available to  
28 victims.

29 Mr. Drake reiterated the value that both women bring to the City and stated how grateful he is  
30 to work with such dedicated people.

31 Police Chief Ross also stated how great it is to work with each of these women, and what a  
32 help they are to his officers.

33 The Mayor thanked Ms. Donosso and Ms. Stewart for their good work and for the information  
34 about the Victim Advocacy Program which was very helpful to the Council. The Mayor then turned  
35 the last few minutes over to the new Director of Planning and Economic Development, Mr. Francisco  
36 Astorga to introduce himself.

37 Mr. Astorga moved to the United States from Chile as a child and grew up in West Bountiful.  
38 His first planning job was for a brief time here in Bountiful right after he graduated from the  
39 University of Utah. He then worked for Draper City and most recently for Park City. He is happy to  
40 be “back home” and is excited to get to work.

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42 The work session of the City Council was adjourned at 6:55 p.m.

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44 **Regular Meeting – 7:00 p.m.**  
45 **South Davis Metro Fire Station Conference Room**  
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1 Mayor Lewis called the meeting to order at 6:59 p.m. and welcomed those in attendance. Mr.  
2 Galen Rasmussen, Asst. City Manager, led the Pledge of Allegiance and Mr. Mark Waite, Mueller  
3 Park Stake Clerk, offered a prayer.  
4

5 **PUBLIC COMMENT**

6 The public comment section was opened at 7:01 p.m.  
7

8 Carma Hyde (2095 S. Main St.) stated her concern with the poor conditions along Main Street  
9 south of 1800 South. There are almost always cars parked along both sides of the street, due to  
10 Performance Ford and Performance Honda having an excess of inventory, causing their employees  
11 and customers to park there. The residents living in homes and apartments along that stretch of road  
12 have been negatively affected by cars parking too close to their driveways, cars parked in front of bus  
13 stops and large car transporters unloading cars in the middle of the street.

14 Leland Redd (S. Main St.) also stated his disappointment with Performance Ford and  
15 Performance Honda. Many times they leave loud PA systems on after hours and they often cause a  
16 lot of congestion along Main Street. He hopes that although these companies are bringing money to  
17 Bountiful, that the Council will do what they can to resolve the problem.

18 Thomas Rogers (Meadows Apartments, 285 E. 1450 N.) stood to update the Council once  
19 again on the fire at the Meadows Apartments. He pleaded on behalf of his friend who has been left  
20 homeless for 13 months while the case is awaiting discovery. They would like to see the full video  
21 surveillance footage to be able to prove what happened the night of the fire.

22 John Becks (East Hills Drive) stood and asked the Council about the recycling program. He  
23 wanted to know if any recycling is currently taking place, and what the estimated yearly cost of the  
24 program is. Mr. Gary Hill thanked him for his questions and said they would be addressed during the  
25 Public Hearing portion of the meeting.

26 Dan Bradshaw (662 E. 350 N.) stood on behalf of the Rotary Club to present the Council with  
27 a plaque to thank them for their support of the Coats for Kids Car Show. The Car Show takes the  
28 entire community coming together to make it a success and they are going to help 800-900 kids this  
29 winter because of all the support they received.

30 Jamie Bradley (1921 S. Main St.) stood to show some pictures he took of the problems with  
31 congestion on Main Street as had been addressed earlier; cars parking in front of fire hydrants and  
32 cars partially blocking driveways.  
33

34 The public comment section was closed at 7:13 p.m.  
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36 **APPROVE MINUTES OF PREVIOUS MEETING HELD JUNE 11, 2019**

37 Councilwoman Harris made a motion to approve the minutes as printed and Councilman  
38 Higginson seconded the motion. The motion passed with Councilmembers Bradshaw, Harris,  
39 Higginson, Knight and Simonsen voting “aye”.  
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41 **COUNCIL REPORTS**

42 Councilwoman Bradshaw reported about the opening of the Dog Park earlier that evening.  
43 Many people (and dogs) came to celebrate the occasion at Brickyard Park (200 W. 1050 S.), and it  
44 was really great. She is excited about this new amenity that will serve the residents of Bountiful.

45 Councilman Simonsen reported that the Bountiful Summer Concert series “Music in the Park  
46 has already begun, and the upcoming concert on July 5<sup>th</sup> will be a patriotic concert from Utah

1 Voices. This concert will also serve a fundraising event for the Bountiful Veteran’s Park, so he hopes  
2 everyone will come enjoy the music and support the Veterans.

3 Councilwoman Harris had no report.

4 Councilman Knight had no report.

5 Councilman Higginson pointed out how integral Councilwoman Bradshaw was in bringing  
6 about the Dog Park, and thanked her for her work on that project. He is pleased with how smoothly  
7 the project went and how inexpensive it was, and for the good decisions made by the Council and the  
8 Parks Director. He also directed a comment to Mr. Redd, saying that his concerns have been heard  
9 and the Council wants to make Bountiful the best for everyone who lives here. He thanked him for  
10 coming tonight to raise an issue that needs attention.

11  
12 **CONSIDER APPROVAL OF WEEKLY EXPENDITURES >\$1,000 PAID JUNE 3 & 10, 2019**

13 The Mayor looked for a motion to approve the expenditures. Councilman Simonsen asked  
14 about two items of the expenditures list; charges for the urban deer program and an insurance claim  
15 paid due to an automobile accident. Mr. Hill and Mr. Drake addressed the details on each of those  
16 expenses. Councilman Knight made a motion to approve the weekly expenditures and Councilman  
17 Higginson seconded the motion. The motion passed with Councilmembers Bradshaw, Harris,  
18 Higginson, Knight and Simonsen voting “aye”.

19  
20 **CONSIDER AUTHORIZATION OF THE FY2019 LANDFILL FUND TO RECYCLING**  
21 **FUND TRANSFER AND ANY FURTHER BUDGET AMENDMENTS REQUIRED – MR.**  
22 **GALEN RASMUSSEN**

23 Mr. Rasmussen presented the need to make an amendment to the current year budget and  
24 approve a transfer from the Landfill Fund to the Recycling Fund which requires that he present it  
25 before the Council. This year there is a proposed transfer of \$120,000 from the Landfill Fund to the  
26 Recycling Fund, which represents 8.7% of expenses for the Landfill. Bountiful City averages 74% of  
27 their blue bin waste being recyclable and 26% unrecyclable due to contamination. Other cities  
28 average 70% so the Bountiful’s recycling program is doing well overall.

29  
30 **a. Public Hearing**

31 The Mayor opened the Public Hearing at 7:29 p.m.

32  
33 John Becks (East Hills Drive) asked exactly what was being done with the recyclables that are  
34 collected, as he understands it, they are simply being dumped somewhere else. Mr. Hill replied by  
35 saying that is not true. We get reports every month from our recycling processor, Rocky Mountain  
36 Recycling, about exactly how much product was recycled and the value of it. The amount that is paid  
37 for their service is directly based upon the value of what they are able to recycle, so the 74% average  
38 stated earlier is accurate. Mr. Becks then asked if Bountiful City is paying Rocky Mountain to  
39 dispose of the material rather than them paying the City for it. Mr. Hill said that our recyclables are  
40 hauled to a processor who then bundles them and sells them to other recycling centers. Prior to this  
41 year they mostly sold them to China, but that market has changed significantly, so although the City’s  
42 costs are subsidized by them selling the City’s recyclables, the City currently does pay more for them  
43 to collect the recyclables than is being made on them. However, the market is expected to recover in  
44 the next few years as more recycling plants are built in the U.S. Councilman Higginson also  
45 explained that ,yes, currently residents are paying for them to take recyclable products from them, but  
46 the City understands that 74% is being recycled back into other products not just being dumped

1 elsewhere. The Council has decided that until the market recovers and recyclables are valuable once  
2 more, they want to keep the recycling program in Bountiful inexpensive for residents. Doing so is  
3 good for the residents and also good for the City so that we can extend the life of our landfill. This is  
4 the reason for the transfer from the Landfill Fund to the Recycling Fund.

5 Mary Christensen (376 W. 3100 S.) asked if the City has a contingency plan in place if the  
6 market for recyclables does not improve as expected.

7 Thomas Rogers (285 E. 1450 N.) asked if there was anything the City can do to help reduce  
8 packaging waste on the consumer side of the issue.

9 Mitch Davis (400 W. 100 S.) thanked the Council for helping keep recycling available and  
10 affordable for residents with the transfer. He stated that he agrees with the concern about the  
11 longevity of the landfill, and asked if what the total volume of recyclables is versus the volume of  
12 waste that goes to the landfill. He also encouraged the Council to use these funds to find ways to help  
13 residents recycle more. He wonders if the City has considered offering a glass recycling station or  
14 electronics and household hazardous waste recycling.

15 Mr. Hill asked Glary Blowers, Streets and Sanitation Director, to come answer some of the  
16 questions that were asked. Mr. Blowers said he has data about the volume of recyclables versus  
17 volume put in the landfill in his office and Mitch is welcome to call him about that later. He also  
18 talked about the Bountiful hazardous waste collection day in October (this year it will be Saturday,  
19 October 12 from 9:00 a.m. to 3:00 p.m. at the Streets Department shop) where residents can bring  
20 their hazardous waste and a company the City contracts with will take it and recycle it. They  
21 currently do have electronic waste recycling at the landfill, but glass recycling has been a difficult  
22 thing to justify as there is not a market for glass. Councilman Knight asked Mr. Blowers to explain  
23 how the longevity of the landfill is affected because of the recycling programs in place. Mr. Blowers  
24 explained that by offering recycling and green waste recycling programs the life of the landfill has  
25 been extended for another 45 years approximately. If not for these programs, the landfill would likely  
26 be full in ten years.

27 The Mayor then talked about the Wasatch Resource Recovery's new project which is a food  
28 waste digester that turns food waste into gas that can be used for power. It will keep a lot of food  
29 waste out of the landfill which is a great advantage.

30 Councilwoman Harris asked that City staff consider sending out a survey to the residents  
31 asking them about recycling and getting feedback from them.

32 Councilman Higginson responded to Ms. Christensen's question, saying that even if the  
33 market does not recover and recycling remains an expensive endeavor for years to come, the City has  
34 the landfill as an added consideration to the situation. And even though he cannot make any promises  
35 about City Council actions in the future, he hopes they will find a way to keep recycling available to  
36 the residents for this reason.

37  
38 The public hearing was closed at 7:39 pm.  
39

40 **b. Action**

41 Councilman Knight made a motion to transfer in FY2018-2019 the amount of \$120,000 from  
42 the Landfill Fund to the Recycling Fund as presented by staff and Councilwoman Bradshaw  
43 seconded the motion. The motion passed with Councilmembers Bradshaw, Harris, Higginson, Knight  
44 and Simonsen voting "aye".

45 Councilman Higginson said he (in response to Councilwoman Harris' suggestion) would also  
46 like it if City staff could get public input about the Council's decision to approve the transfer, after

1 educating the residents about the Landfill Fund’s status. The entire Council said they liked that idea  
2 and approved staff to move forward with it.

3  
4 **CONSIDER APPROVAL OF THE BID FROM ALL STAR STRIPING FOR ROAD**  
5 **STRIPING IN THE AMOUNT OF \$96,828 – MR. CHARLES BENSON**

6 Mr. Charles Benson, Assistant Streets and Sanitation Director, presented to the Council that  
7 bids for the road striping project came back much higher than original estimates made in December  
8 due to a drastic increase in global paint prices. They received three bids for the work, and recommend  
9 that the Council approve using All Star Striping for the job. They were the lowest bidder at \$96,828  
10 and they have also been our past supplier, so their stencils will line up nicely with the current lines.  
11 They had budgeted \$85,000 for striping for this year.

12 Councilwoman Harris made a motion to approve the bid from All Star Striping and  
13 Councilman Higginson seconded the motion. The motion passed with Councilmembers Bradshaw,  
14 Harris, Higginson, Knight and Simonsen voting “aye”.

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16 **CONSIDER APPROVAL OF THE BID FROM ROADTEC TO PURCHASE A**  
17 **GOODFELLOW RX-300 48” COLD PLANER IN THE AMOUNT OF \$383,596 – MR.**  
18 **CHARLES BENSON**

19 Mr. Benson presented to the Council that because Bountiful paves its own roads, this piece of  
20 machinery will be a great asset to their department, allowing them to accomplish in hours what it  
21 previously took days to do. Staff recommends that they purchase the demo model from Roadtec,  
22 which is offered at a discounted price and came in as the lowest bid.

23 Councilwoman Harris made a motion to approve the bid from Roadtec and Councilman  
24 Simonsen seconded the motion. The motion passed with Councilmembers Bradshaw, Harris,  
25 Higginson, Knight and Simonsen voting “aye”.

26  
27 **CONSIDER APPROVAL OF PAYMENT TO PRIME MACHINE INC. IN THE AMOUNT**  
28 **OF \$33,113 FOR THE EMERGENCY REPAIR OF THE ECHO HYRDOELECTRIC**  
29 **PROJECT TURBINE – MR. ALLEN JOHNSON**

30 Mr. Allen Johnson, Power Director, addressed the Council about needing to repair one of the  
31 three turbines at the Echo Hydro Project (dam). They were unable to open the gates that control the  
32 flow of water through the turbines after it had been sitting all winter, so they found a company who  
33 had the capability to divert water around it, take it apart and find what was wrong. They found a large  
34 crack that needs to be repaired, but they didn’t have time to make the repair before needing to let  
35 water through for the summer season, so the repair will have to wait until October. The turbine was  
36 put back together, and it will remain unused this season. The approval needed tonight is to pay the  
37 invoice for work they’ve already had done, which was approved by the City Manager at the time.

38 Councilwoman Bradshaw asked if Bountiful City owns the hydroelectric project or if we  
39 share it with other cities. Mr. Johnson answered that we own it and operate it exclusively for  
40 Bountiful City, and pay rent to the US Bureau of Land Management since it sits on federal land.

41 Councilman Higginson asked Mr. Johnson to explain how Bountiful came to have the rights  
42 to water on federal lands in Echo Canyon. Mr. Johnson explained that sometime in the 1960s, City  
43 officials had the foresight to apply for rights to build a hydroelectric dam there, and it was finally  
44 allowed to be constructed in 1986. It was the first hydroelectric project ever to be put on federal land,  
45 and Bountiful was given a 50 year license to operate it. Councilman Higginson pointed out how  
46 blessed we are that we had leaders in the past with the foresight to do that sort of thing, and he



1 thanked Mr. Johnson for his continuation of that kind of leadership and foresight as he searches out  
2 opportunities for the City’s future.

3 Councilman Knight made a motion to approve the payment made to Prime Machine Inc., and  
4 Councilman Higginson seconded the motion. Councilman Knight thanked Mr. Johnson for catching  
5 this problem in “pre-catastrophic failure” and not after it became a “catastrophic failure” which  
6 would have cost exponentially more. The Mayor called for the vote and the motion passed with  
7 Councilmembers Bradshaw, Harris, Higginson, Knight and Simonsen voting “aye”.

8  
9 **CONSIDER APPROVAL OF THE NOT-TO-EXCEED AMOUNT OF \$350,000 FOR ECI**  
10 **ENGINEERING SERVICES NEEDED TO UPGRADE THE NORTHWEST SUBSTATION –**  
11 **MR. ALLEN JOHNSON**

12 Mr. Johnson presented to the Council that the current budget for FY2020-2021 includes  
13 starting to rebuild the Northwest Substation. It was built in the 1970s and still uses a vintage 70s  
14 transformer. It also has some safety concerns that need to be addressed, and parts for the secondary  
15 breakers are no longer available. So they want to demolish the substation and completely rebuild it.  
16 Because of those concerns, the substation would be demolished and this cost would be to hire ECI  
17 Engineering Services to design the new substation. ECI was involved on the last two sub stations that  
18 were rebuilt and they have done a great job. They are located in Woods Cross which also helps have  
19 the support needed during the process. This is the first part of a \$4M project.

20 Councilman Knight made a motion to approve the not-to-exceed amount of \$350,000 to ECI  
21 and Councilman Higginson seconded the motion. The motion passed with Councilmembers  
22 Bradshaw, Harris, Higginson, Knight and Simonsen voting “aye”.

23  
24 **CONSIDER APPROVAL OF THE NOT-TO-EXCEED AMOUNT OF \$35,000 FOR ECI**  
25 **ENGINEERING SERVICES FOR THE FEEDER 575 REBUILD ALONG 3100 SOUTH**  
26 **ORCHARD DRIVE TO 400 EAST – MR. ALLEN JOHNSON**

27 Mr. Johnson presented to the Council that he would like to use ECI Engineers to design the  
28 steel, self-supporting poles used for the Feeder 575 project. These steel poles will support the weight  
29 of the wire, keep correct tension at dead-end junctions and should extend the life of this feeder line  
30 another 40 or 50 years.

31 Councilman Knight made a motion to approve the not-to-exceed amount of \$35,000 and  
32 Councilwoman Harris seconded the motion. The motion passed with Councilmembers Bradshaw,  
33 Harris, Higginson, Knight and Simonsen voting “aye”.

34  
35 **CONSIDER APPROVAL OF THE APPOINTMENT OF SHARON SPRATLEY TO THE**  
36 **PLANNING COMMISSION AND DAVE BADHAM TO THE ADMINISTRATIVE**  
37 **COMMITTEE – MR. CLINTON DRAKE**

38 Mr. Drake, City Attorney, presented to the Council that three commissioners are up for  
39 reappointment. Thomas Smith, who has served on the Planning Commission for 16 years, has  
40 indicated that he is ready to retire from that position, so that spot will need to be filled by  
41 recommendation of the Mayor and approval from the Council. Sharon Spratley is also up for  
42 reappointment to the Planning Commission and is happy to accept that reappointment and continue  
43 her service there. Dave Badham is up for reappointment to the Administrative Committee and is also  
44 happy to keep serving in that position. The Mayor will be asked to recommend another person to the  
45 Administrative Committee soon as well, which will allow Mr. Badham to train them as chair of the

1 Administrative Committee and then shift responsibility over time as he steps back into a supporting  
2 role.

3 The Mayor asked if we will be recognizing Mr. Smith for his service in some way. Mr. Drake  
4 said that the Planning Commission is going to recognize him at one of their upcoming meetings and  
5 have light refreshments and thank him for his work on behalf of the City. The Mayor asked if he  
6 could be invited to be recognized at a City Council meeting as well - he would like to present him  
7 with a letter of appreciation.

8 Councilwoman Harris made a motion to approve the appointments as presented and  
9 Councilman Simonsen seconded the motion. The motion passed with Councilmembers Bradshaw,  
10 Harris, Higginson, Knight and Simonsen voting “aye”.

11  
12 **CONSIDER APPROVAL OF AMENDMENT NO. 2 TO THE COURT LEASE AGREEMENT**  
13 **FOR SECOND DISTRICT COURT – MR. CLINTON DRAKE**

14 Mr. Drake explained what a benefit it is having a Second District Court here in Bountiful, and  
15 explained that it is time to extend the lease agreement for the offices they rent from the City in the  
16 Police/Public Safety building. We negotiated some needed amendments to the lease agreement which  
17 has not changed since its creation in 1996. The amendment takes into account inflation rates  
18 including a 2% escalator each year. The lease extension is for an additional eight years.

19 Councilwoman Bradshaw made a motion to approve Amendment No. 2 to the court lease  
20 agreement and Councilwoman Harris seconded the motion. Councilman Knight stated that he is glad  
21 to be getting some revenue from that building and to see it being used, especially since it is paid for.  
22 The motion passed with Councilmembers Bradshaw, Harris, Higginson, Knight and Simonsen voting  
23 “aye”.

24  
25 **CONSIDER APPROVAL OF THE GUARANTEED MAXIMUM PRICE OF \$7,184,110**  
26 **FROM ASCENT CONSTRUCTION FOR THE CITY HALL REMODEL – MR. LLOYD**  
27 **CHENEY**

28 Mr. Lloyd Cheney, City Engineer, said he has returned after the advice and action from  
29 Council at the previous meeting ready to sign a contract with Ascent Construction for a Guaranteed  
30 Maximum Price of \$7,184,110 which includes construction costs, Ascent’s fees and a contingency  
31 item for any construction costs that are unanticipated. Ascent’s fee for managing the work is about  
32 \$440,000. That price does not include the following; architect fees, moving expenses and fixtures,  
33 furnishing and equipment (FF&E) which are included in the overall budget for the project. As the  
34 project continues, staff will keep monitoring the process and find ways to save money.

35 Councilwoman Harris asked if they had begun the work yet on the remodel project. Mr.  
36 Cheney answered that they had a small set back because of asbestos that was discovered in the  
37 building, but that they are ready and the demolition crew is excited to be starting tomorrow so it  
38 should ramp up quickly.

39 Councilman Knight made a motion to approve the GMP of \$7,184,110 for Ascent  
40 Construction on the City Hall Remodel Project and Councilwoman Bradshaw seconded the motion.  
41 The motion passed with Councilmembers Bradshaw, Harris, Higginson, Knight and Simonsen voting  
42 “aye”.

43  
44  
45 **ADJOURN**

1 Councilman Higginson made a motion to adjourn the regular session of City Council and  
2 Councilwoman Bradshaw seconded the motion. The motion passed with Councilmembers Bradshaw,  
3 Harris, Higginson, Knight and Simonsen voting “aye”.

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The regular session of City Council was adjourned at 8:21 p.m.

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*Mayor Randy Lewis*

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*City Recorder*



# City Council Staff Report

**Subject:** Expenditures for Invoices > \$1,000 paid  
June 17 & 24, 2019

**Author:** Tyson Beck, Finance Director

**Department:** Finance

**Date:** July 9, 2019



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## **Background**

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

Payments for invoices affecting only revenue or balance sheet accounts are not included. Such payments include: those to acquire additions to inventories, salaries and wages, the remittance of payroll withholdings and taxes, employee benefits, utility deposits, construction retention, customer credit balance refunds, and performance bond refunds. Credit memos or return amounts are also not included.

## **Analysis**

Unless otherwise noted and approved in advance, all expenditures are included in the current budget. Answers to questions or further research can be provided upon request.

## **Department Review**

This report was prepared and reviewed by the Finance Department.

## **Significant Impacts**

None

## **Recommendation**

Council should review the attached expenditures.

## **Attachments**

Weekly report of expenses/expenditures for invoices equaling or exceeding \$1,000 paid June 17 & 24, 2019.

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

**Paid June 17, 2019**

<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>
1212	ASPLUNDH TREE EXPERT	Distribution	535300 448632	4,183.45	209595	64T33719	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Distribution	535300 448632	5,005.36	209595	64T33619	Tree Trimming
5281	DOMINION ENERGY UTAH	Natural Gas	535300 448611	9,652.20	209626	06012019K	Acct # 6056810000
9275	ENVIRONMENTAL PLANN	Special Projects	737300 426100	5,380.03	209629	9658	DownTown Plaza Phase 2
9275	ENVIRONMENTAL PLANN	Improv Other Than Bldgs	454110 473100	5,580.00	209629	9659	Downtown Plaza-Ice Ribbon
2349	GREEN LIGHT BOOKING	Community Events-BntflComServC	104110 492080	2,750.00	209639	7097	Final 50% for Roy Rivers Trio
2632	INTERNATIONAL CODE C	Books Subscr & Mmbrshp	104450 421000	3,333.00	209651	1001051139	'18 Complete Collection i-Quest 5 user
8137	LAKEVIEW ASPHALT PRO	Road Matl Patch/ Class C	104410 441200	1,091.22	209656	3792	Patching
8137	LAKEVIEW ASPHALT PRO	Road Matl Patch/ Class C	104410 441200	1,170.39	209656	3802	Patching
8137	LAKEVIEW ASPHALT PRO	Road Materials - Overlay	104410 473200	5,405.79	209656	3808	Overlay
3195	MOUNTAINLAND SUPPLY	Dist System Repair & Maint	515100 448400	1,210.86	209668	S103103600.001	Misc. Parts
3195	MOUNTAINLAND SUPPLY	Dist System Repair & Maint	515100 448400	6,968.85	209668	S103064607.001	Misc. Parts
3321	NORTHERN POWER EQUIP	Distribution	535300 448632	2,441.40	209673	82100	200A Elbows & 600A Elbows
3375	OLYMPUS INSURANCE AG	Buildings	454110 472100	15,147.00	209676	15064	City Remodel
10820	PEAK ASPHALT, LLC	Road Materials - Overlay	104410 473200	1,683.00	209678	8-396473	Tack Oil
3549	PREMIER VEHICLE INST	Equip Supplies & Maint	515100 425000	2,008.84	209680	30185	Police Vehicle Lights
10592	PROBUILD CONSTRUCTIO	Buildings	515100 472100	12,750.00	209682	4	Holbrook Booster Station Project
3812	SAFETY SUPPLY & SIGN	Street Signs	104410 441300	1,123.75	209694	169037	Street Sign Supplies
3832	SALT LAKE MAILING &	Util Billing Supplies	104143 429050	35,000.00	209696	06172019	Utility Bills & Mailing & Printing
4026	STAKER & PARSONS	Special Projects	555500 426100	2,185.11	209702	4896133	Bunker Rennovations
4229	TOM RANDALL DIST. CO	Equip Supplies & Maint	104410 425000	20,053.11	209714	0292153	Fuel
<b>TOTAL:</b>				<u>\$ 144,123.36</u>			

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

**Paid June 24, 2019**

<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>
1507	BURT BROTHERS TIRE I	Vehicles	535300 448635	1,717.08	209740	10030010562	Tires & Service
1720	CODALE ELECTRIC SUPP	Distribution	535300 448632	5,315.67	209750	S6698306.001	Capacitor Controllers
9222	CRESCENT EXCAVATION	Profess & Tech Services	515100 431000	7,651.00	209754	3174	Excavation on 371 North 800 East
2875	CURTIS BLUE LINE	Public Safety Supplies	104210 445100	4,510.00	209756	488696	Protac Rail Mount HL-X 1000 Lumens
2875	CURTIS BLUE LINE	Public Safety Supplies	104210 445100	19,475.00	209756	488695	G33 Magnifier
1889	DAVIS COUNTY GOVERN	Animal Control Services	104210 431600	13,293.27	209757	95146	Jan-May 2019 Animal Control Services
1918	DEFEO MANUFACTURING	Equip Supplies & Maint	104410 425000	7,904.00	209758	219316	Transmission for Water Truck # 1116
2134	FARNES, ALAN	Travel & Training	535300 423000	2,201.51	209763	06182019	Travel&Training for APPA Nat'I Conf.
5026	GLOBAL SURVEILLANCE	Communication Equip Maint	104210 425200	3,100.40	209767	GS-16953	Surveillance service
2329	GORDON'S COPYPRINT	Public Notices	104110 422000	1,786.80	209768	029587	Newsletter in May 2019
2350	GREEN SOURCE, L.L.C.	Bldg & Grnd Suppl & Maint	555500 426000	1,086.00	209771	15798	Turf Treatment
2562	HYDRO SPECIALTIES CO	Meters	515100 448650	16,680.00	209778	21812	Poly Lids
6068	JOFIT LLC	Items Purchased - Resale	555500 448240	1,042.33	209784	250791	Ladies Golf Wear
2727	JOHNSON, ALLEN R	Travel & Training	535300 423000	1,972.09	209785	06202019	Travel&Training Expense for APPA Nat'I Conf.
2727	JOHNSON, ALLEN R	Travel Board Members	535300 423002	4,634.29	209785	06202019	Travel&Training Expense for APPA Nat'I Conf.
8137	LAKEVIEW ASPHALT PRO	Road Matl Patch/ Class C	104410 441200	1,635.66	209786	3880	Patching
8137	LAKEVIEW ASPHALT PRO	Road Matl Patch/ Class C	104410 441200	7,652.97	209786	3850	Patching
8137	LAKEVIEW ASPHALT PRO	Road Matl Patch/ Class C	104410 441200	9,824.49	209786	3859	Patching
8137	LAKEVIEW ASPHALT PRO	Road Materials - Overlay	104410 473200	21,524.88	209786	3818	Overlay on Spring Creek Dr.from 1800 S. to 400 E
3165	MORGAN COUNTY TREASU	Echo Hyrdo	535300 448627	8,000.00	209796	06202019	2019 in Lieu of Taxes
3200	MOUNTAIN WEST TRUCK	Equip Supplies & Maint	104410 425000	1,705.21	209797	955871	Flywheel & Flange Screw
3195	MOUNTAINLAND SUPPLY	Dist Systm Repair & Maint	515100 448400	1,233.63	209798	S103064607.002	Misc. Parts
3271	NETWIZE	Operating Supplies	104410 448000	1,250.00	209801	NWP17435	HP Nimble 42TB Network Storage
3271	NETWIZE	Operating Supplies	494900 448000	1,250.00	209801	NWP17435	HP Nimble 42TB Network Storage
3271	NETWIZE	Operating Supplies	575700 448000	1,250.00	209801	NWP17435	HP Nimble 42TB Network Storage
3271	NETWIZE	Operating Supplies	585800 448000	1,250.00	209801	NWP17435	HP Nimble 42TB Network Storage
3271	NETWIZE	Profess & Tech Services	515100 431000	5,000.00	209801	NWP17435	HP Nimble 42TB Network Storage
3271	NETWIZE	Computer	535300 429300	5,051.32	209801	NWP17435	HP Nimble 42TB Network Storage
3271	NETWIZE	Terminal Maint & Queries	104210 425500	20,000.00	209801	NWP17435	HP Nimble 42TB Network Storage
3499	PITNEY BOWES INC	Equip Supplies & Maint	104140 425000	1,970.04	209806	1013159650	Maintenanace// Acct # 0016124289
3549	PREMIER VEHICLE INST	Service & Parts	104210 425430	3,451.80	209808	30272	Police Vehicle Accessories & Equipment
3549	PREMIER VEHICLE INST	Service & Parts	104210 425430	6,169.77	209808	30269	Police Vehicle Accessories & Equipment
3549	PREMIER VEHICLE INST	Service & Parts	104210 425430	6,169.77	209808	30270	Police Vehicle Accessories & Equipment
3549	PREMIER VEHICLE INST	Service & Parts	104210 425430	7,119.27	209808	30267	Police Vehicle Accessories & Equipment
3549	PREMIER VEHICLE INST	Service & Parts	104210 425430	7,557.77	209808	30268	Police Vehicle Accessories & Equipment
3549	PREMIER VEHICLE INST	Service & Parts	104210 425430	8,487.83	209808	30271	Police Vehicle Accessories & Equipment
3835	SALT LAKE WHOLESALE	Public Safety Supplies	104210 445100	2,280.00	209815	1741	Sims Bolts
3972	SOLAR TURBINES, INC.	Plant Equipment Repairs	535300 448614	162,444.10	209817	135 10002957	Replaced Exhaust Stack for Taurus Generator
5000	U.S. BANK CORPORATE	Operating Supplies	104510 448000	1,009.03	209825	06102019BH	Cell Ph,ParkMaintenance//Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Travel & Training	104140 423000	1,013.58	209825	06102019GR	StateRDA,City,&MBA Reg.//Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Public Safety Supplies	104210 445100	1,095.14	209825	06102019DE	E-Prep Supplies// Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Equip Supplies & Maint	104410 425000	1,164.94	209825	06102019GB	Shop Parts //Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Travel & Training	104210 423000	1,425.91	209825	06102019EB	Train&Citizen Academy// Acct #4246-0445-5571-8851

5000 U.S. BANK CORPORATE	Operating Supplies	104450	448000	1,560.00	209825	06102019LC	ICCRenew&BricsCADLicense//Acct#4246-0445-5571-8851
5000 U.S. BANK CORPORATE	Public Safety Supplies	104210	445100	1,575.81	209825	06102019TK	Training Supplies//Acct #4246-0445-5571-8851
5000 U.S. BANK CORPORATE	Travel & Training	104110	423000	2,000.00	209825	06102019GH	ULCT Reg. & Convention//Acct #4246-0445-5571-8851
5000 U.S. BANK CORPORATE	Bldg & Grnd Suppl & Maint	104210	426000	2,145.98	209825	06102019TK	Training Supplies//Acct #4246-0445-5571-8851
5000 U.S. BANK CORPORATE	Travel & Training	104210	423000	2,438.57	209825	06102019TK	Training Supplies//Acct #4246-0445-5571-8851
5000 U.S. BANK CORPORATE	Public Safety Supplies	104210	445100	3,124.05	209825	06102019EB	Train&Citizen Acadamy// Acct #4246-0445-5571-8851
4341 UTAH ASSOCIATED MUNI	Power Purch IPP	535300	448621	1,420.00	209828	06252019	May 2019 payment for Power Resources
4341 UTAH ASSOCIATED MUNI	Pineview Hydro	535300	448628	9,878.97	209828	06252019	May 2019 payment for Power Resources
4341 UTAH ASSOCIATED MUNI	Power Purch San Juan	535300	448622	79,102.64	209828	06252019	May 2019 payment for Power Resources
4341 UTAH ASSOCIATED MUNI	Power Purch CRSP	535300	448620	219,863.88	209828	06252019	May 2019 payment for Power Resources
4341 UTAH ASSOCIATED MUNI	Power Purch UAMPS (Pool etc)	535300	448626	495,266.68	209828	06252019	May 2019 payment for Power Resources
7842 UTILISYNC LLC	Equip Supplies & Maint	494900	425000	2,400.00	209832	INV-1188	Storm Water SWPPP Form
4450 VERIZON WIRELESS	Communication Equipment	535300	448641	1,682.33	209833	9831175145	Acct # 371517689-00001
5224 WATCH GUARD VIDEO	Terminal Maint & Queries	104210	425500	2,500.00	209836	4B0INV0004856	4RE System Setup
4574 WHEELER MACHINERY CO	Equip Supplies & Maint	575700	425000	45,006.30	209838	SS000227426	Landfill Cat Compactor Transmission
7732 WINGFOOT CORP	Bldg & Grnd Suppl & Maint	104210	426000	1,665.00	209840	103178	Window Washing
7732 WINGFOOT CORP	Bldg & Grnd Suppl & Maint	104210	426000	1,895.00	209840	103185	Janitorial Cleaning June 2019
7729 ZEROREZ	Bldg & Grnd Suppl & Maint	104210	426000	2,388.30	209842	45876	Commercial Carpet Cleaning 1st floor
7729 ZEROREZ	Bldg & Grnd Suppl & Maint	104210	426000	2,407.85	209842	45864	Carpet Cleaning 2nd floor
<b>TOTAL:</b>				<u>\$ 1,268,677.91</u>			



# City Council Staff Report

**Subject:** May 2019 Financial Reports  
**Author:** Tyson Beck, Finance Director  
**Department:** Finance  
**Date:** July 9, 2019



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## **Background**

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

## **Analysis**

Data within the reports and graphs presented provide detail of revenue, expense, and budget results for the associated period. Additional revenue and expenditure reports are provided that give comparative revenue and expenditure data for May 2019 compared to the past three fiscal YTD periods through each respective May.

## **Department Review**

These reports were prepared and reviewed by the Finance Department.

## **Significant Impacts**

The FY2019 budget portion of these reports is the originally adopted FY2019 budget approved by the City Council in August of 2018.

## **Recommendation**

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

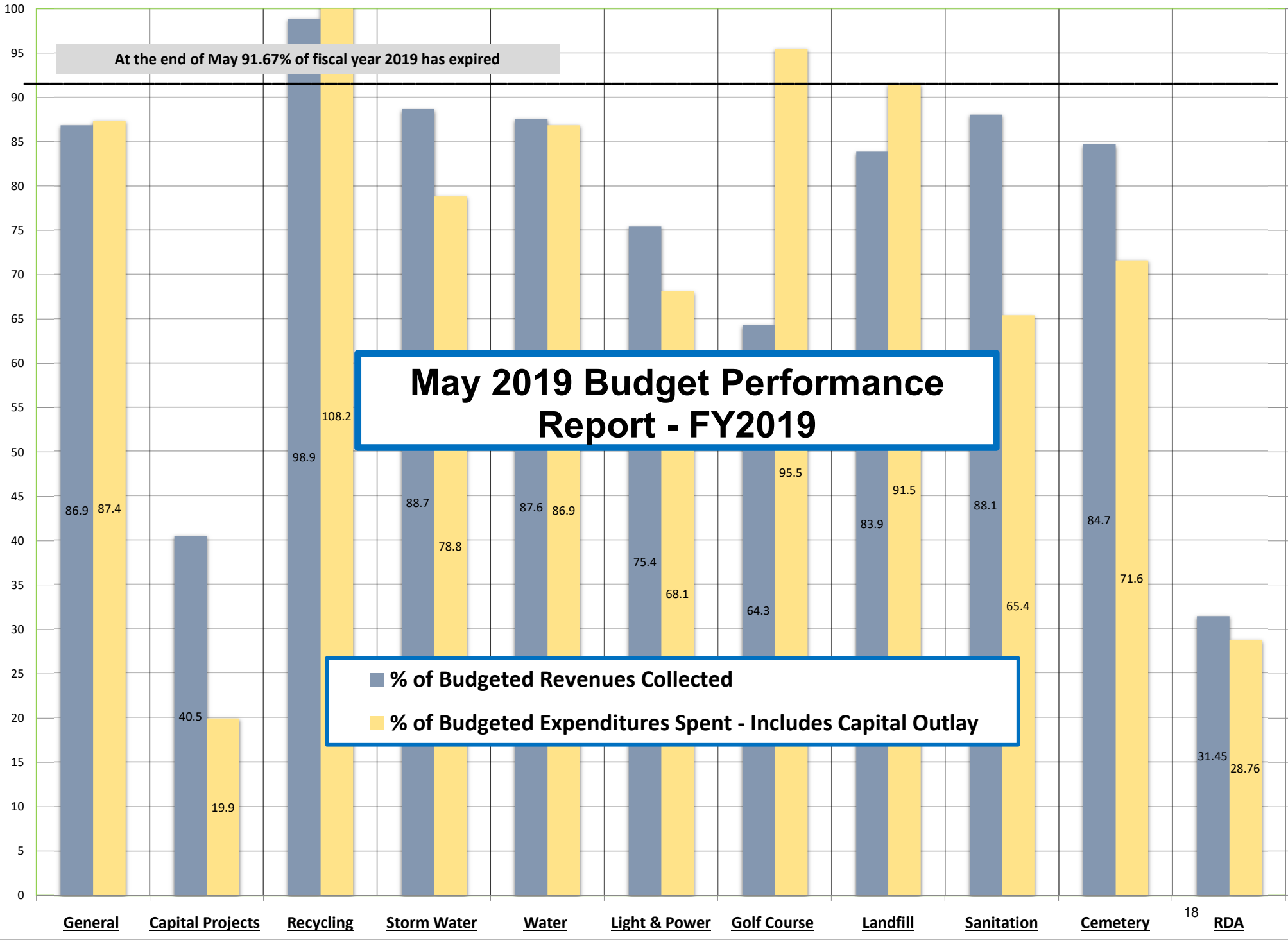
## **Attachments**

- May 2019 Revenue & Expense Report – Fiscal 2019 YTD

At the end of May 91.67% of fiscal year 2019 has expired

# May 2019 Budget Performance Report - FY2019

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



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City of Bountiful, UT  
MAY YTD REVENUES - FY 2019

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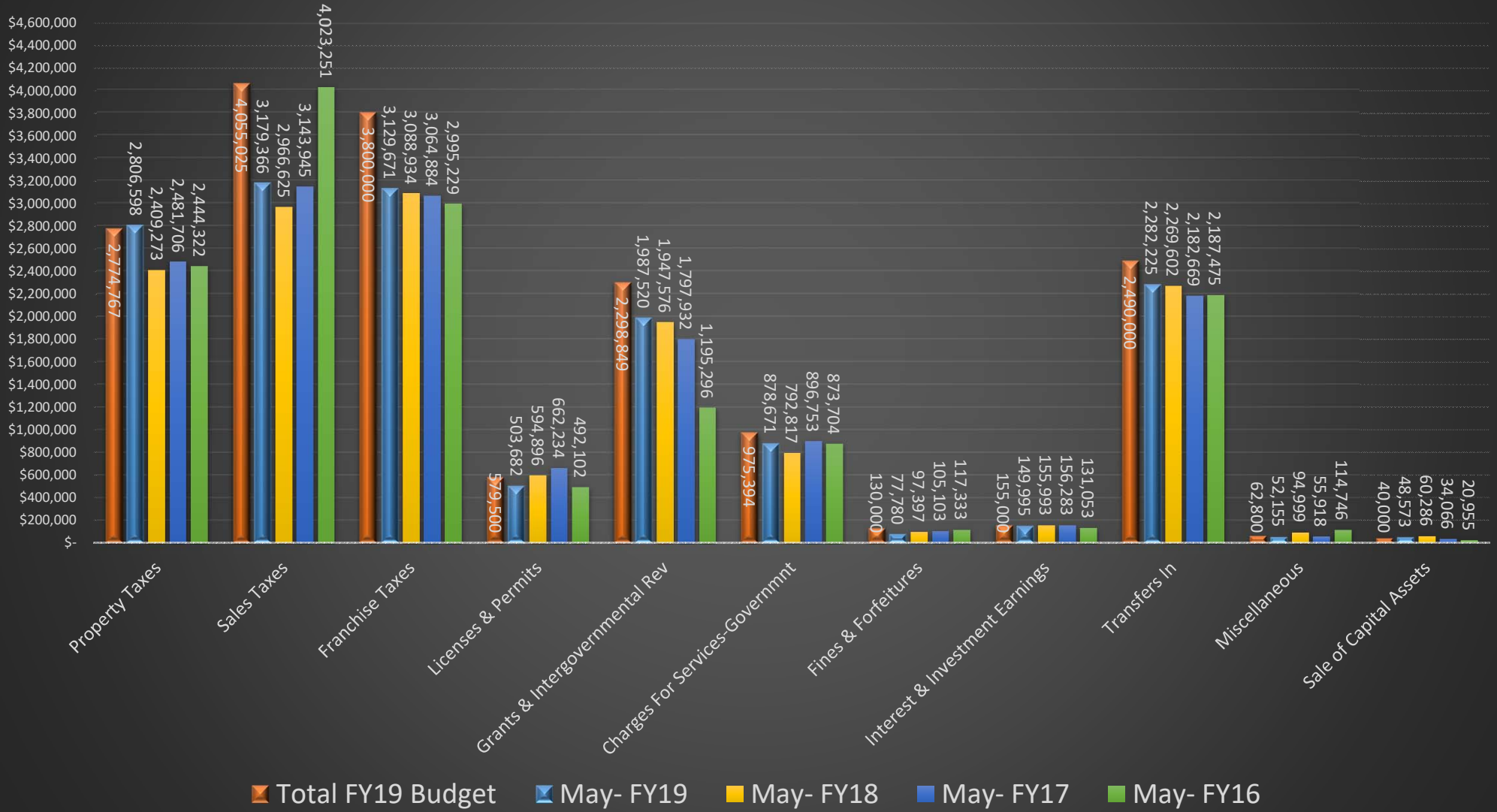
JOURNAL DETAIL 2019 1 TO 2019 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND	-17,451,335	-17,451,335	-15,160,979.37	-1,455,281.46	.00	-2,290,355.63	86.9%
30 DEBT SERVICE	-300	-300	-416.94	-41.56	.00	116.94	139.0%
44 MUNICIPAL BUILDING AUTHORITY	-171,875	-171,875	-7,266.84	-724.31	.00	-164,608.16	4.2%
45 CAPITAL IMPROVEMENT	-9,430,400	-9,430,400	-3,823,714.38	-399,432.39	.00	-5,606,685.62	40.5%
48 RECYCLING	-431,628	-431,628	-426,854.00	-72,113.85	.00	-4,774.00	98.9%
49 STORM WATER	-1,632,804	-1,632,804	-1,447,858.02	-162,830.25	.00	-184,945.98	88.7%
51 WATER	-5,905,000	-5,905,000	-5,174,451.13	-448,113.09	.00	-730,548.87	87.6%
53 LIGHT & POWER	-34,638,387	-34,638,387	-26,108,198.10	-2,188,624.46	.00	-8,530,188.90	75.4%
55 GOLF COURSE	-1,455,500	-1,455,500	-935,291.72	-176,349.73	.00	-520,208.28	64.3%
57 LANDFILL	-2,139,102	-2,139,102	-1,794,406.69	-212,994.43	.00	-344,695.31	83.9%
58 SANITATION	-1,227,682	-1,227,682	-1,081,895.81	-108,717.27	.00	-145,786.19	88.1%
59 CEMETERY	-591,400	-591,400	-501,168.10	-68,878.02	.00	-90,231.90	84.7%
61 COMPUTER MAINTENANCE	-42,583	-42,583	-43,128.51	-118.04	.00	545.51	101.3%
63 LIABILITY INSURANCE	-561,712	-561,712	-409,274.83	-4,014.45	.00	-152,437.17	72.9%
64 WORKERS' COMP INSURANCE	-304,550	-304,550	-265,686.24	-23,235.40	.00	-38,863.76	87.2%
72 RDA REVOLVING LOAN FUND	-502,600	-502,600	-282,028.07	-24,984.49	.00	-220,571.93	56.1%
73 REDEVELOPMENT AGENCY	-4,326,545	-4,326,545	-1,236,619.06	-12,887.03	.00	-3,089,925.94	28.6%
74 CEMETERY PERPETUAL CARE	-87,000	-87,000	-95,097.95	-10,472.58	.00	8,097.95	109.3%
78 LANDFILL CLOSURE	-12,400	-12,400	-21,817.03	-2,121.06	.00	9,417.03	175.9%
83 RAP TAX	-548,000	-548,000	-430,022.86	-54,983.89	.00	-117,977.14	78.5%
91 GFAAG	0	0	-95,657.63	.00	.00	95,657.63	100.0%
92 OPEB TRUST	0	0	-17,948.39	-1,883.94	.00	17,948.39	100.0%
99 INVESTMENT	0	0	-650,039.25	-149,707.36	.00	650,039.25	100.0%
GRAND TOTAL	-81,460,803	-81,460,803	-60,009,820.92	-5,578,509.06	.00	-21,450,982.08	73.7%

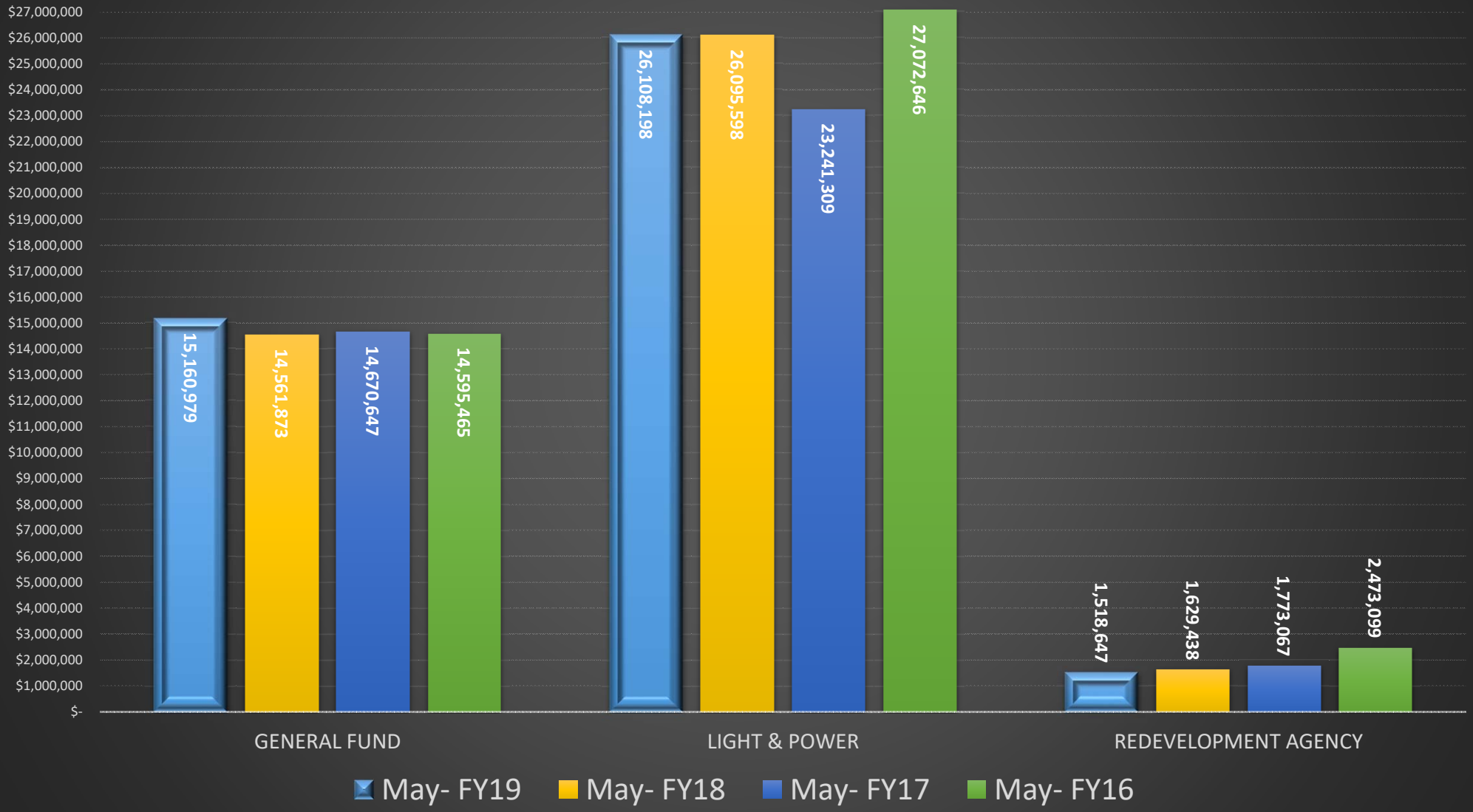
\*\* END OF REPORT - Generated by Tyson Beck \*\*

## General Fund Detailed Revenues - May 2019

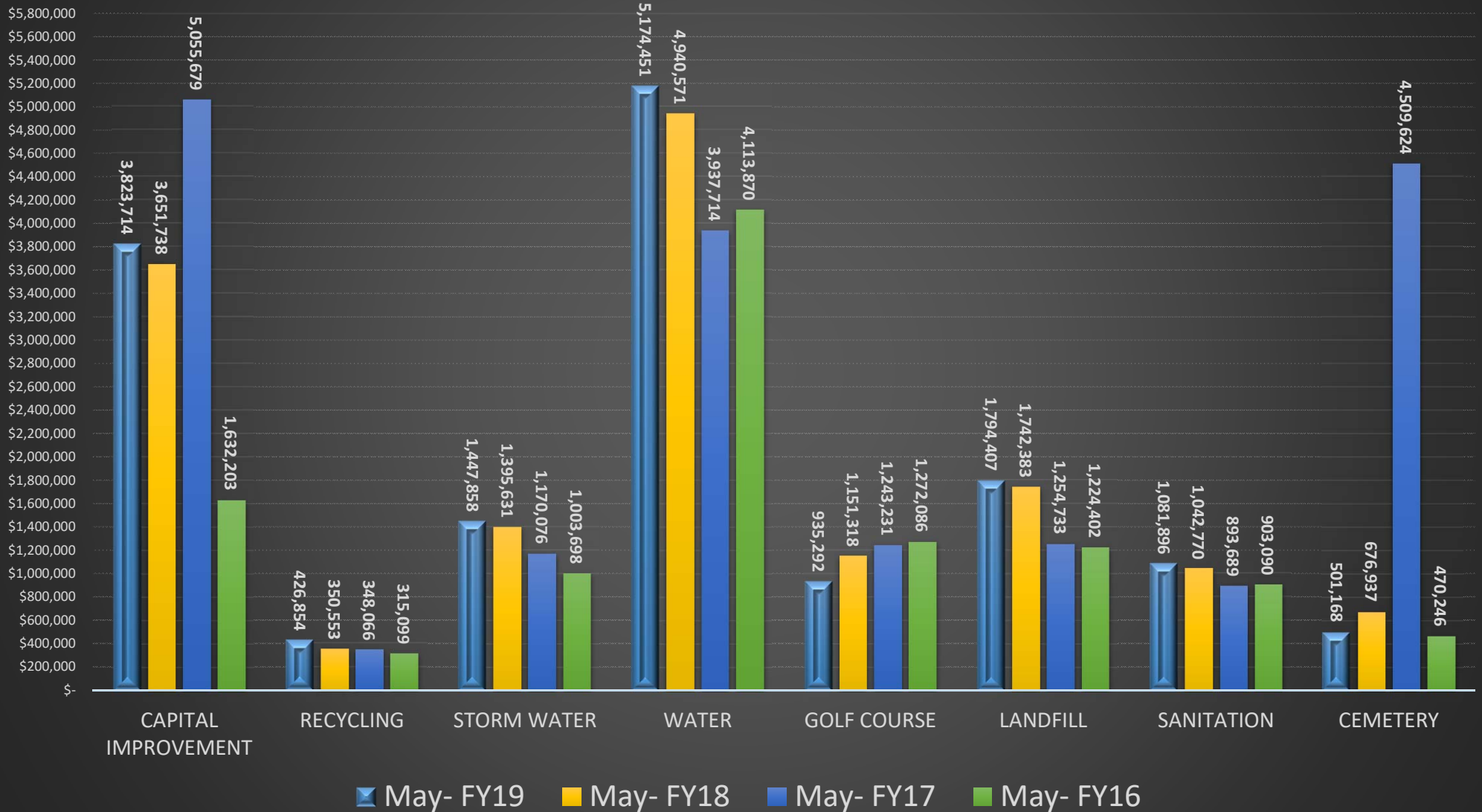
### YTD Revenues (Fiscal Year 2019) Compared to the FY2019 Total Budget and the Revenues of the Same Timeframe of the Past Three Fiscal Years



## May 2019 YTD Revenues (Fiscal 2019) Compared to The Revenues of Same Timeframe of the Past Three Fiscal Years



## May 2019 YTD Revenues (Fiscal 2019) Compared to The Revenues of Same Timeframe of the Past Three Fiscal Years



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City of Bountiful, UT  
MAY YTD EXPENSES - FY 2019

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FOR 2019 11

JOURNAL DETAIL 2019 1 TO 2019 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
10 GENERAL FUND							
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4110 Legislative	740,766	740,766	522,056.55	51,503.38	.00	218,709.45	70.5%
4120 Legal	330,355	330,355	254,719.10	25,074.82	.00	75,635.90	77.1%
4130 Executive	191,265	191,265	135,503.36	11,390.72	.00	55,761.64	70.8%
4134 Human Resources	149,963	149,963	122,818.08	8,462.37	.00	27,144.92	81.9%
4136 Information Technology	415,833	415,833	335,129.69	26,288.71	.00	80,703.31	80.6%
4140 Finance	428,798	428,798	325,373.36	22,575.84	.00	103,424.64	75.9%
4143 Treasury	148,986	148,986	36,572.86	-9,021.90	.00	112,413.14	24.5%
4160 Government Buildings	120,447	120,447	96,867.33	7,863.12	.00	23,579.67	80.4%
4210 Police	6,573,099	6,573,099	5,379,429.73	475,439.61	.00	1,193,669.27	81.8%
4215 Reserve Officers	10,000	10,000	1,764.01	65.45	.00	8,235.99	17.6%
4216 Crossing Guards	147,350	147,350	131,427.95	16,534.00	.00	15,922.05	89.2%
4217 PROS	345,277	345,277	315,760.71	30,465.41	.00	29,516.29	91.5%
4218 Liquor Control	43,358	43,358	54,060.03	14,175.33	.00	-10,702.03	124.7%
4219 Enhanced 911	595,000	595,000	516,202.55	48,345.03	.00	78,797.45	86.8%
4220 Fire	2,049,347	2,049,347	2,073,923.00	.00	.00	-24,576.00	101.2%
4410 Streets	3,239,743	3,239,743	3,342,108.25	312,065.38	.00	-102,365.25	103.2%
4450 Engineering	705,686	705,686	570,495.00	40,971.97	.00	135,191.00	80.8%
4510 Parks	927,154	927,154	812,344.52	60,632.83	.00	114,809.48	87.6%
4610 Planning	288,910	288,910	218,480.40	21,523.36	.00	70,429.60	75.6%
TOTAL GENERAL FUND	17,451,337	17,451,337	15,245,036.48	1,164,355.43	.00	2,206,300.52	87.4%
<hr/>							
30 DEBT SERVICE							
<hr/>							
4710 Debt Sevice	300	300	12.68	.99	.00	287.32	4.2%
TOTAL DEBT SERVICE	300	300	12.68	.99	.00	287.32	4.2%
<hr/>							
44 MUNICIPAL BUILDING AUTHORITY							
<hr/>							
4110 Legislative	171,875	171,875	289.16	17.21	.00	171,585.84	.2%
TOTAL MUNICIPAL BUILDING AUTHORITY	171,875	171,875	289.16	17.21	.00	171,585.84	.2%
<hr/>							
45 CAPITAL IMPROVEMENT							
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City of Bountiful, UT  
MAY YTD EXPENSES - FY 2019

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FOR 2019 11

JOURNAL DETAIL 2019 1 TO 2019 12

45	CAPITAL IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4110	Legislative	7,035,000	7,035,000	994,354.28	347,553.72	.00	6,040,645.72	14.1%
4140	Finance	17,900	17,900	18,712.38	1,498.98	.00	-812.38	104.5%
4210	Police	443,000	443,000	435,526.92	71,218.05	.00	7,473.08	98.3%
4410	Streets	1,792,000	1,792,000	300,049.01	203.52	.00	1,491,950.99	16.7%
4450	Engineering	38,500	38,500	33,931.96	.00	.00	4,568.04	88.1%
4510	Parks	104,000	104,000	92,756.63	.00	.00	11,243.37	89.2%
	TOTAL CAPITAL IMPROVEMENT	9,430,400	9,430,400	1,875,331.18	420,474.27	.00	7,555,068.82	19.9%
48 RECYCLING								
4800	Recycling	431,628	431,628	467,173.91	54,988.90	.00	-35,545.91	108.2%
	TOTAL RECYCLING	431,628	431,628	467,173.91	54,988.90	.00	-35,545.91	108.2%
49 STORM WATER								
4900	Storm Water	1,632,803	1,632,803	1,287,138.34	124,183.51	.00	345,664.66	78.8%
	TOTAL STORM WATER	1,632,803	1,632,803	1,287,138.34	124,183.51	.00	345,664.66	78.8%
51 WATER								
5100	Water	5,905,000	5,905,000	5,131,208.95	452,216.09	.00	773,791.05	86.9%
	TOTAL WATER	5,905,000	5,905,000	5,131,208.95	452,216.09	.00	773,791.05	86.9%
53 LIGHT & POWER								
5300	Light & Power	34,638,387	34,638,387	23,599,816.44	2,200,018.19	.00	11,038,570.56	68.1%
	TOTAL LIGHT & POWER	34,638,387	34,638,387	23,599,816.44	2,200,018.19	.00	11,038,570.56	68.1%
55 GOLF COURSE								



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City of Bountiful, UT  
MAY YTD EXPENSES - FY 2019

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FOR 2019 11		JOURNAL DETAIL 2019 1 TO 2019 12						
55	GOLF COURSE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5500	Golf Course	1,455,500	1,455,500	1,390,197.11	159,534.43	.00	65,302.89	95.5%
	TOTAL GOLF COURSE	1,455,500	1,455,500	1,390,197.11	159,534.43	.00	65,302.89	95.5%
57 LANDFILL								
5700	Landfill	2,139,102	2,139,102	1,956,301.07	176,412.74	.00	182,800.93	91.5%
	TOTAL LANDFILL	2,139,102	2,139,102	1,956,301.07	176,412.74	.00	182,800.93	91.5%
58 SANITATION								
5800	Sanitation	1,227,681	1,227,681	802,688.68	60,225.39	.00	424,992.32	65.4%
	TOTAL SANITATION	1,227,681	1,227,681	802,688.68	60,225.39	.00	424,992.32	65.4%
59 CEMETERY								
5900	Cemetery	591,400	591,400	423,708.86	43,229.21	.00	167,691.14	71.6%
	TOTAL CEMETERY	591,400	591,400	423,708.86	43,229.21	.00	167,691.14	71.6%
61 COMPUTER MAINTENANCE								
6100	Computer Maintenance	42,583	42,583	22,873.71	1,886.13	.00	19,709.29	53.7%
	TOTAL COMPUTER MAINTENANCE	42,583	42,583	22,873.71	1,886.13	.00	19,709.29	53.7%
63 LIABILITY INSURANCE								
6300	Liability Insurance	561,711	561,711	499,850.90	12,256.94	.00	61,860.10	89.0%
	TOTAL LIABILITY INSURANCE	561,711	561,711	499,850.90	12,256.94	.00	61,860.10	89.0%
64 WORKERS' COMP INSURANCE								

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City of Bountiful, UT  
MAY YTD EXPENSES - FY 2019

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FOR 2019 11		JOURNAL DETAIL 2019 1 TO 2019 12						
64	WORKERS' COMP INSURANCE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6400	Workers' Comp Insurance	304,550	304,550	239,843.46	8,313.76	.00	64,706.54	78.8%
	TOTAL WORKERS' COMP INSURANCE	304,550	304,550	239,843.46	8,313.76	.00	64,706.54	78.8%
<u>72 RDA REVOLVING LOAN FUND</u>								
7200	RDA Revolving Loans	502,600	502,600	552,008.59	148.70	.00	-49,408.59	109.8%
	TOTAL RDA REVOLVING LOAN FUND	502,600	502,600	552,008.59	148.70	.00	-49,408.59	109.8%
<u>73 REDEVELOPMENT AGENCY</u>								
7300	Redevelopment Agency	4,326,545	4,326,545	837,050.04	66,860.54	.00	3,489,494.96	19.3%
	TOTAL REDEVELOPMENT AGENCY	4,326,545	4,326,545	837,050.04	66,860.54	.00	3,489,494.96	19.3%
<u>74 CEMETERY PERPETUAL CARE</u>								
7400	Cemetery Perpetual Care	87,000	87,000	1,214.26	95.84	.00	85,785.74	1.4%
	TOTAL CEMETERY PERPETUAL CARE	87,000	87,000	1,214.26	95.84	.00	85,785.74	1.4%
<u>78 LANDFILL CLOSURE</u>								
7800	Landfill Closure	12,400	12,400	.00	.00	.00	12,400.00	.0%
	TOTAL LANDFILL CLOSURE	12,400	12,400	.00	.00	.00	12,400.00	.0%
<u>83 RAP TAX</u>								
8300	RAP Tax	548,000	548,000	475,571.07	8,613.89	.00	72,428.93	86.8%
	TOTAL RAP TAX	548,000	548,000	475,571.07	8,613.89	.00	72,428.93	86.8%
<u>92 OPEB TRUST</u>								

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City of Bountiful, UT  
MAY YTD EXPENSES - FY 2019

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FOR 2019 11

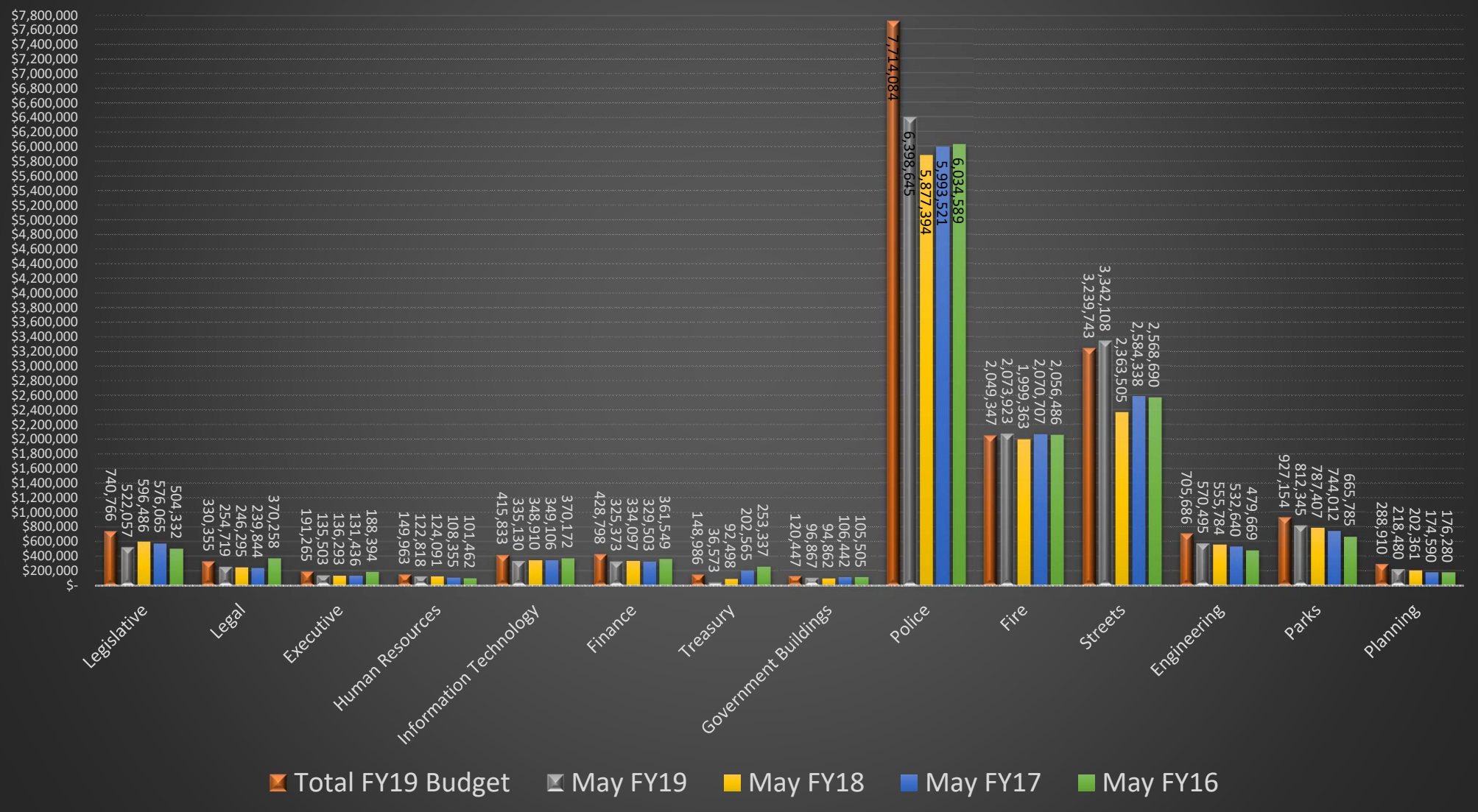
JOURNAL DETAIL 2019 1 TO 2019 12

92	OPEB TRUST	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
9200	OPEB Trust	0	0	26,861.44	63.50	.00	-26,861.44	100.0%
	TOTAL OPEB TRUST	0	0	26,861.44	63.50	.00	-26,861.44	100.0%
	GRAND TOTAL	81,460,802	81,460,802	54,834,176.33	4,953,895.66	.00	26,626,625.67	67.3%

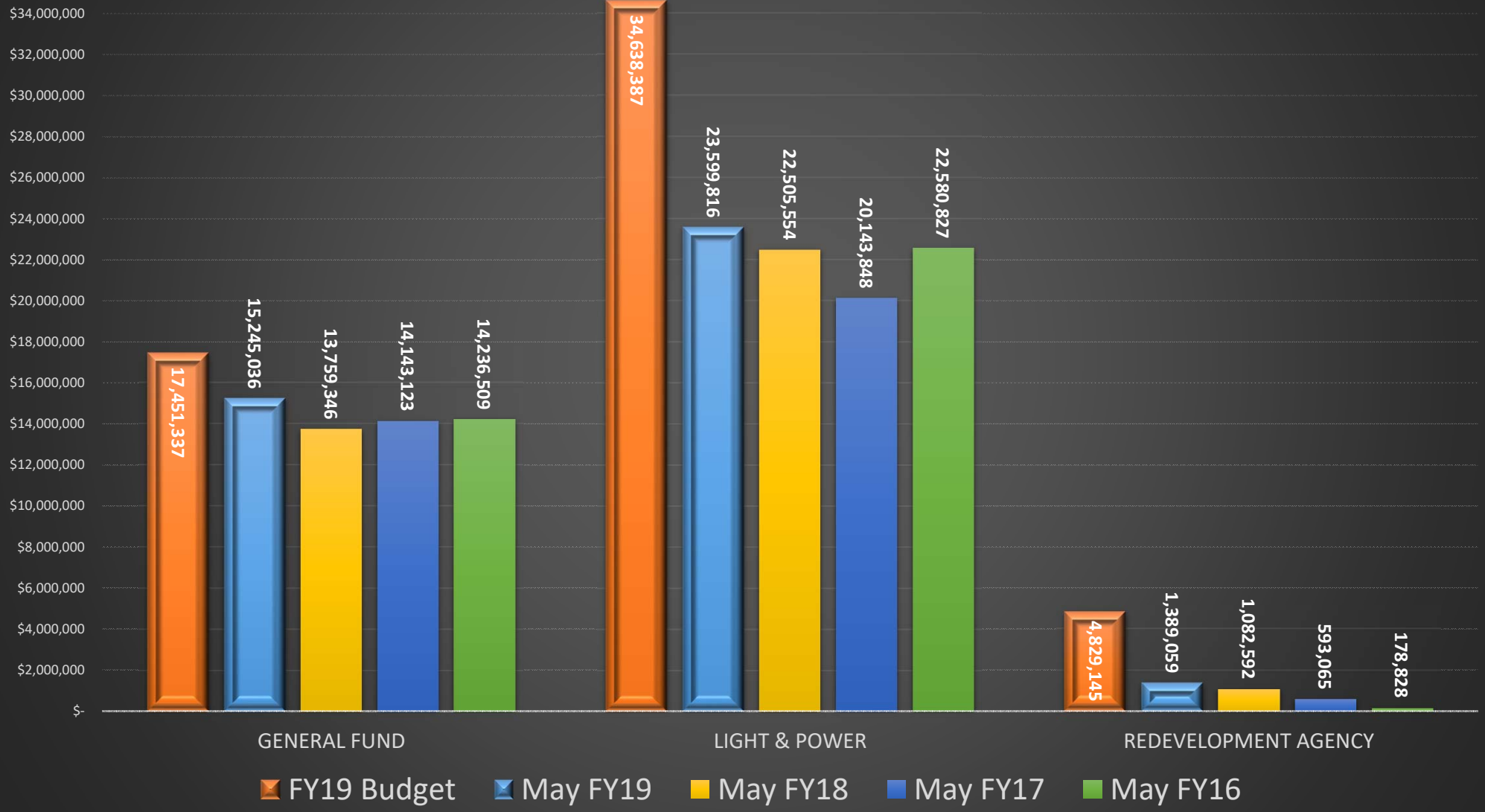
\*\* END OF REPORT - Generated by Tyson Beck \*\*

## General Fund Detailed Expenditures - May 2019

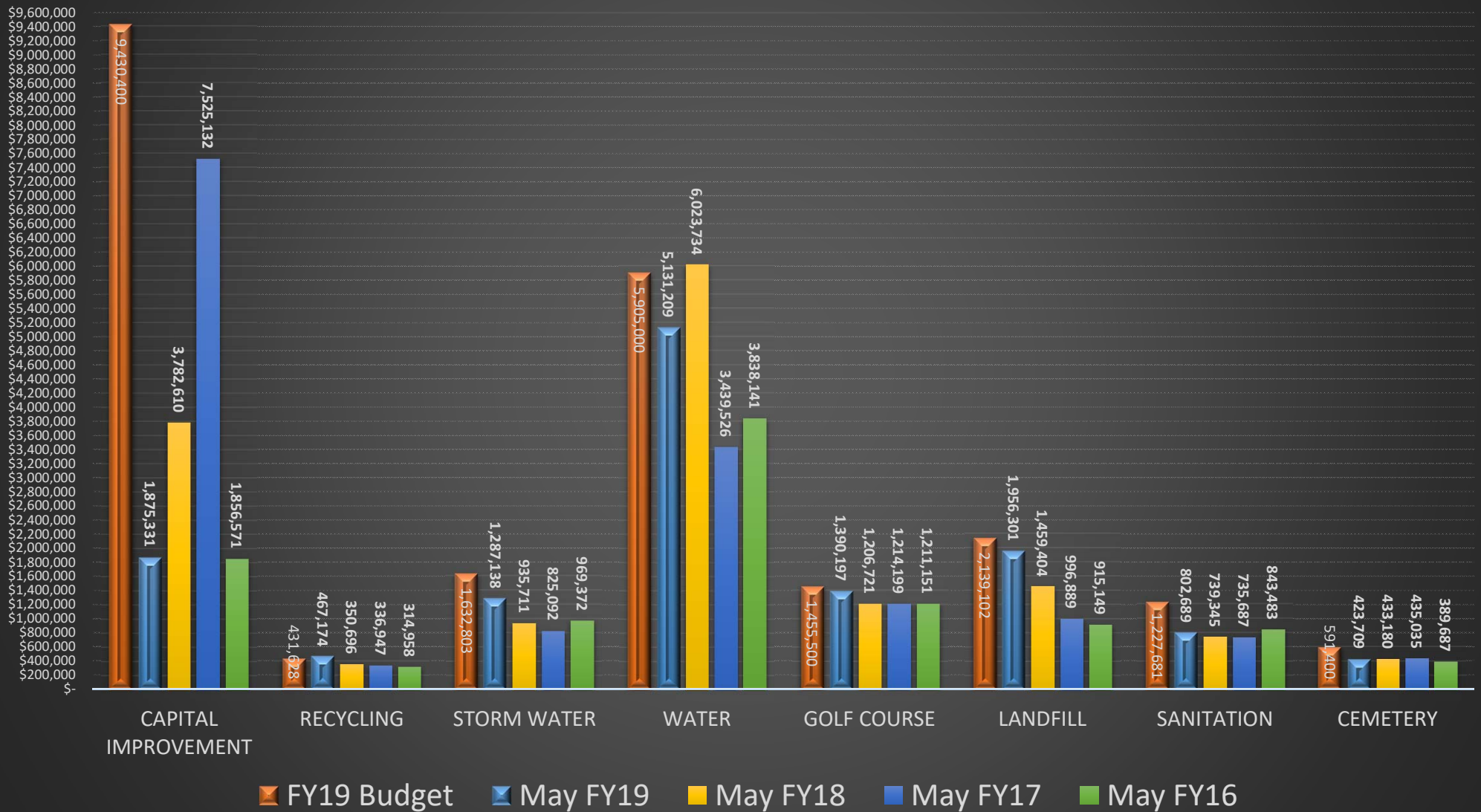
### Fiscal 2019 YTD Expenditures Compared to the Fiscal 2019 Total Budget and the Expenditures of the Same Timeframe of the Past Three Fiscal Years



## May 2019 YTD (Fiscal 2019) Expenditures Compared to the Expenditures of the Same Timeframe of the Past Three Fiscal Years



## May 2019 YTD (Fiscal 2019) Expenditures Compared to the Expenditures of the Same Timeframe of the Past Three Fiscal Years



# City Council Staff Report



**Subject: Purchase of 1 Ton Truck with Dump Bed**  
**Author: Jared Edge Shop/Fleet Supervisor**  
**Department: Storm Water**  
**Date: July 9, 2019**

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## **Background**

The Storm Water Department would like to replace a 1 ton dump truck. The truck is used year round for storm water systems maintenance and towing heavy equipment.

## **Analysis**

Staff received three bids for a 1 ton cab & chassis. Staff selected a 1 ton Ford Cab & Chassis from Performance Ford. This was the low bid and met our specifications. The results of the bids were:

Salt Lake Valley Dodge-	\$42,283.00
Young Chevrolet-	\$43,512.00
Performance Ford-	\$42,092.00

Staff received three bids for a 9 foot dump body. Staff selected a 9 foot dump body from Semi Service Inc. It was the lowest bid that met our specifications. The bid results were:

Williamsen-Godwin-	\$9,753.00 (No warning lights included)
Legacy Equipment-	\$12,925.00
Semi Service Inc-	\$10,234.74

## **Department Review**

This report was reviewed by the Storm Water Department Director and the City Manager.

## **Recommendation**

Staff recommends the Council approve the purchase of a 1 ton cab & chassis from Performance Ford for \$42,092.00 and a 9 foot dump body from Semi Service Inc. for \$10,234.74.

## **Significant Impacts**

The Storm Water Department FY 2020 budget for the truck is \$45,000.00. The actual cost is:

One – 2019 Ford 1 Ton Cab & Chassis	\$42,092.00
One – 9 foot dump body with warning lights	<u>\$10,234.74</u>
Total	\$52,326.74

This represents a budget deficit of \$7,326.74 which will be balanced by the liquidation of the Storm Water Truck currently being replaced in the vehicle attrition schedule: 2002 Ford 1 Ton Cab & Chassis with dump bed.

**Attachments**

None (All contracts are available for review if desired.)



# City Council Staff Report



**Subject: Purchase of one ¾ Ton Cab & Chassis with Service Body**  
**Author: Jared Edge Shop/Fleet Supervisor**  
**Department: Streets**  
**Date: July 9, 2019**

## Background

The Street Department would like to replace one ¾ ton cab and chassis with service body. The truck is used year round by the Street Director in the performance of his responsibilities.

## Analysis

Staff received three bids for a ¾ ton cab & chassis. Staff selected a ¾ ton Ford Cab & Chassis from Performance Ford. This was the low bid and met our specifications. The results of the bids were:

Salt Lake Valley Dodge-	\$45,171.00
Young Chevrolet-	\$45,389.00
Performance Ford-	\$39,823.00

Staff received three bids for a service body. Staff selected a service body from Semi Service Inc. It was the lowest bid that met our specifications. The bid results were:

Wasatch Fleet Service- included/inferior construction)	\$6,780.00 (No bed cover
Legacy Equipment-	\$14,474.00
Semi Service Inc. -	\$9,096.81

## Department Review

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

## Recommendation

Staff recommends the Council approve the purchase of a ¾ ton cab & chassis from Performance Ford for \$39,823.00 and a service body from Semi Service Inc. for \$9,096.81.

## Significant Impacts

The Street Department FY 2020 budget for the truck is \$49,000.00. The actual cost is:

One – 2019 Ford ¾ Ton Cab & Chassis	\$39,823.00
One – service body	<u>\$9,096.81</u>
Total	\$48,919.81

## Attachments

None (All contracts are available for review if desired.)



# City Council Staff Report

**Subject: Purchase of a 29 Yard Side Loader Refuse Truck**

**Author: Jared Edge Shop/Fleet Supervisor**

**Department: Sanitation**

**Date: July 9, 2019**



## **Background**

The Sanitation Department would like to replace one 29 yard side loader refuse truck. This truck is used to collect and dump residential garbage.

## **Analysis**

Staff requested three bids for a refuse truck chassis. Staff recommends the purchase of a Peterbilt chassis from Peterbilt of Utah. It meets our specifications and will integrate best in the fleet. The bids were:

Mountain West Truck Center- Warranty not included)	\$142,496.30 (5yr/100K Engine/After Treatment
Peterbilt of Utah-	\$144,563.00
Autocar Truck-	\$157,127.37

Staff received three bids for 29 yard side loader refuse bodies. Staff recommends the purchase of a Labrie body from Signature Equipment. It meets our specifications and was the low bid. The bids were:

Signature Equipment-	\$114,800.00 (Labrie Body)
McNeilus Truck & Manufacturing-	\$139,877.00 (McNeilus Body)
Legacy Equipment-	\$131,644.00 (Heil Body)

## **Department Review**

This report was reviewed by the Sanitation Department Director and the City Manager.

## **Recommendation**

Staff recommends the Council approve the purchase of a Peterbilt refuse chassis from Peterbilt of Utah for \$144,563.00 and a Labrie refuse body from Signature Equipment for \$114,800.00.

## **Significant Impacts**

The Sanitation Department FY 2020 budget for the truck is \$265,000.00. The actual impact is \$259,363.00 for a Labrie Body installed on a Peterbilt Chassis.

## **Attachment**

None (All contracts are available for review if desired.)



# City Council Staff Report



**Subject: Purchase of a Leaf/Debris Collector**  
**Author: Jared Edge Shop/Fleet Supervisor**  
**Department: Storm Water**  
**Date: July 9, 2019**

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## **Background**

The Storm Water Department would like to purchase one Leaf/Debris Collector to be used to collect leaves and other road debris. We use this equipment extensively in the fall to vacuum up the leaves and debris to keep debris out of the storm drains. Our shop will mount this unit on one of the retired sanitation truck chassis that we have saved for this purpose.

## **Analysis**

After extensive research staff determined that there is currently only one product that meets our functional requirements. The Old Dominion Brush Company manufactures and sells this equipment. The cost for the equipment is:

Old Dominion Brush Company	\$68,000.00
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## **Department Review**

This report was reviewed by the Storm Water Department Director and the City Manager.

## **Recommendation**

Staff recommends the Council approve the purchase of the Leaf/Debris Collector from Old Dominion Brush Company for \$68,000.00.

## **Significant Impacts**

The Storm Water Department FY 2020 budget for the equipment is \$68,000.00. The actual cost is:

One – Leaf/Debris Collector	\$68,000.00
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## **Attachments**

None (The contract is available for review if desired.)



# City Council Staff Report



**Subject:** Pre-paid Gas Contract  
**Author:** Allen Ray Johnson  
**Department:** Light & Power  
**Date:** July 9, 2019

---

## **Background**

We upgraded our plant in 2010 and installed two new Solar Titan units. With our existing Taurus unit the plant has 33 MW's of capacity. We have purchased gas through the summer of 2026. This gas is purchased through BP energy. We have an opportunity to join the Public Energy Authority of Kentucky to join a pre-paid gas purchase. This allows us to save a minimum of \$0.20 per deca-therm for the gas we have purchased. We are able to join this group because our summer gas usage matches up with their winter needs to balance their portfolio. This purchase will apply to the summer gas that we are planning on running to meet our needs.

## **Analysis**

The contract will begin in the summer of 2020 and will run through the summer season 2049, unless any of the early termination events shall occur. The contract will save the City a minimum of \$28,000 a year over gas we would normally have purchased.

## **Department Review**

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

## **Significant Impacts**

We would need to operate our plant through the summer of 2049 or unwind the contract.

## **Recommendation**

Staff and the Power Commission recommend approval of the contract between Public Energy Authority of Kentucky and Bountiful City and authorize the mayor to sign the final agreement.

## **Attachments**

None

The actual contract is multi pages long and has not been included, but is available for review.





# City Council Staff Report



**Subject:** Authorizing the City to approve Resolution #2019-04  
To increase Participants Entitlement, Share for the  
Jump Lay off Power Sales agreement.

**Author:** Allen Ray Johnson

**Department:** Light & Power

**Date:** July 9, 2019

---

## **Background**

We have been involved for several years working with UAMPS and NuScale to develop a Carbon Free Power Project (CFPP) as a zero carbon emitting power resource option. The CFPP is a Small Scale 720 MW Nuclear Reactor that will be located in Idaho on the Idaho National Laboratory Property located near Idaho Falls. The Department of Energy (DOE) has been a key partner in the development of the project. DOE is currently paying 50% of the cost to develop the National Regulatory Commission (NRC) license application for the project.

The City Council on May 22, 2018, approved resolution #2018-06 approving the Power Sales Contract with UAMPS for a total of 5 MW of power from the project.

UAMPS has been negotiated a contract and has signed a memorandum of understanding with the U.S. Department of Energy and Batelle Energy Alliance, to lease and operate the first unit for ten years. The contract is being called the "JUMP SMR" and the DOE would pay the entire capital cost or 1/12 of the capital costs along the operational costs for the unit for ten years. It will be utilized by DOE for research and development purposes and it will be available for the members to operate for operational costs only.

When the final negotiations are completed for the Lay-off agreements for the JUMP module, if Bountiful City is not happy with the final terms, we have the option to rescind our election to increase our shares under the JUMP.

The UAMPS board at that time approved a Budget & Plan of Finance to limit the members of UAMPS to a maximum expense of \$6,000,000. The \$6,000,000 is backed by NuScale and will be repaid to the UAMPS group should the board determine as a whole to drop out of the project.

## **Analysis**

The Power Sales Contracts have been prepared by UAMPS along with the Project Management Committee along with legal review our City Attorney as well as others legal counsel. The decision to proceed with signing the Power Sales Contract is not a decision to construct the CFPP. This will allow the City to remain in the project with the following off ramps.

1. When the final JUMP Lay-Off Power Sales Agreement is completed. (Additional MW's)
2. When the Project Management Committee approves the updated Budget and Plan of Finance for the first phase of the Licensing Period. (anticipated in 3Q 2019).
3. End of phase I remaining -Construction Operation License Agreement (Cola) Development. (August 2021)
4. End of Licensing Phase Two, before the construction phase begins. (December 2023). The City Council will need to approve the decision to move into construction.

### **Department Review**

The Resolution has been reviewed by the Power Department, Power Commission, City Manager, and the City Attorney.

### **Significant Impacts**

The signing of the contracts will allow the City of Bountiful to move forward with the benefit of the additional capacity from the jump Module.

### **Recommendation**

Staff recommends that we approve the resolution #2019-04 and to allow the Mayor to sign the Resolution.

### **Attachments**

Resolution #2019-04

**RESOLUTION NO. 2019-04**

A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN THE PARTICIPANT’S ENTITLEMENT SHARE UNDER THE CARBON FREE POWER PROJECT POWER SALES CONTRACT FOR THE LAY-OFF POWER SALES AGREEMENT ASSOCIATED WITH JOINT USE MODULE PLANT OPERATIONS AT THE CARBON FREE POWER PROJECT; AND RELATED MATTERS.

\*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*

WHEREAS, the City of Bountiful, Utah (the “Participant”) is a member of Utah Associated Municipal Power Systems (“UAMPS”) pursuant to the provisions of the Utah Associated Municipal Power Systems Amended and Restated Agreement for Joint and Cooperative Action, as amended (the “Joint Action Agreement”);

WHEREAS, the Participant has previously approved, executed and delivered the Carbon Free Power Sales Contract dated as of April 1, 2018 (the “Power Sales Contract”) with UAMPS, including an Entitlement Share of 5,000 kW of the capacity of the Project (initially capitalized terms used and not defined herein have the meanings assigned to them in the Power Sales Contract);

WHEREAS, UAMPS, the U.S. Department of Energy and Batelle Energy Alliance, as DOE’s prime contractor at the Idaho National Laboratory (together, “DOE”) entered into a Memorandum of Understanding in December 2018 (the “MOU”), under which one of the small modular reactors at the Project (“JUMP SMR”) will be utilized by DOE for research and development purposes under its “JUMP” program;

WHEREAS, the MOU calls for definitive agreements for the JUMP SMR be negotiated by October 2019 (collectively, these agreements are referred to herein as the “JUMP Lay-Off Power Sales Agreement”);

WHEREAS, UAMPS and the Project Management Committee believe that the JUMP Lay-Off Power Sales Agreement will provide substantial benefits to the Participants and the Project as a whole, including accelerating the development of the Project, achieving cost savings and other benefits;

WHEREAS, certain Participants in the CFPP desire to facilitate this transaction by electing to increase their Entitlement Shares in a total amount sufficient to enable UAMPS to make the JUMP SMR available to DOE and thus enabling UAMPS to enter into JUMP Lay-Off Power Sales Agreement with DOE; and

WHEREAS, the Participant now desires to increase its Entitlement Share in the amount set forth below to facilitate the JUMP Lay-Off Power Sales Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Bountiful, Utah, as follows:

*Section 1. Increase of Participant Entitlement Share for JUMP Lay-Off Power Sales Agreement.* (a) The Participant hereby authorizes and approves increasing its Entitlement Share in the CFPP by and up to 2,408 kW of capacity.

(b) Upon the completion of negotiations with DOE, UAMPS shall submit the JUMP Lay-Off Power Sales Agreement to the Project Management Committee for approval as provided in the Power Sales Contracts. Upon the approval or disapproval of the JUMP Lay-Off Power Sales Agreement by the Project Management Committee, UAMPS shall send written notice to each of the Participants that has elected to increase its Entitlement Share of the action taken by the Project Management Committee and, if the Project Management Committee has approved the JUMP Lay-Off Power Sales Agreement, a copy of the JUMP Lay-Off Power Sales Agreement.

(c) If the JUMP Lay-Off Power Sales Agreement is approved by the Project Management Committee but is not executed by UAMPS for any reason, UAMPS shall give additional written notice of such fact to such Participants.

(d) Upon its receipt of the written notice from UAMPS described in (b) above, the Participant shall, in its sole discretion, have the right to rescind its election to increase its Entitlement Share as provided in 1(a) above or to modify the increase in its Entitlement Share as provided in 1(a) above upon its determination that the final terms of the JUMP Lay-Off Power Sales Agreement are unacceptable. Upon its receipt of the written notice from UAMPS described in (c) above, the Participant shall, in its sole discretion, have an additional right to rescind its election to increase its Entitlement Share as provided in 1(a) above or to modify the increase in its Entitlement Share as provided in 1(a) above. The Participant shall exercise these rights upon the approval of its Governing Body and by written notice to UAMPS which shall be given not later than 30 days after UAMPS gives notice to the Participant under (b) or (c) above.

*Section 2. Miscellaneous; Effective Date.* (a) Notwithstanding the rights provided to the Participant Section 1(b) of this resolution, this resolution shall be and remain irrevocable until the expiration or termination of the Power Sales Contract in accordance with its terms.

(b) All previous acts and resolutions in conflict with this resolution or any part hereof are hereby repealed to the extent of such conflict.

(c) In case any provision in this resolution shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

(d) This resolution shall take effect immediately upon its adoption and approval.

ADOPTED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF BOUNTIFUL, UTAH

By \_\_\_\_\_  
Mayor

ATTEST:

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

[SEAL]



# City Council Staff Report

**Subject:** Preliminary Site Plan approval for an expansion of the Denominational and Private School  
**Author:** Curtis Poole, Assistant City Planner  
**Address:** 1793 South Orchard Drive  
**Date:** July 9, 2019



## Description of Request:

The applicant, St. Olaf Catholic Church and School, requests preliminary site plan approval for an expansion of their private school, located at 1793 South Orchard Drive. The property is located in the R-4 (Single Family Residential) zone.

## Background and Analysis:

The property is zoned R-4 and is surrounded primarily by the single-family uses. St. Olaf Catholic School and Church are located on 7.207 acres (approximately 313,936 square feet) at the intersection of Orchard Drive and 1800 South. Construction on the existing school began in 1959 with the first classes starting in 1960. The school provides Kindergarten through 8<sup>th</sup> grade classes.

The proposed expansion will allow for construction of a multipurpose room, kitchen, additional classrooms and entry to the school. The school currently does not have a cafeteria or kitchen and students eat lunch at their desks. The proposed expansion will be to the east of the existing school on what is now a hard surface playground and parking area. In addition to the building the applicant is proposing revisions to their entrances, parking and landscaping plans.

The expansion will move the main school entry further to the east and which will give it more prominence. The applicant will revise the entrances to the school and create a smoother traffic flow for pick-up and drop-off. The parking lot to the west of the existing school will be modified to create a landscape buffer between the sidewalks on Orchard Drive and 1800 South and the parking lot. A new parking lot is being proposed to the south of the proposed expansion with additional parking being added to the west of the expansion. Parking for this property is a shared use between the school and church.

A new storm water retention system will be added as part of the expansion to resolve issues with drainage. Modification to the proposed drain line from the proposed upper parking lot will need to be made to better align it with the lower parking lot drain line.

As part of the approval process the applicants will be required to contact and receive approval from the State Fire Marshall, and possibly will need to have a sprinkler system installed on the expansion and retrofit a sprinkler system on the existing school. The proposed driveway on the north of the school will need to be a minimum width of 20 feet for fire access.

## **Department Review**

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

## **Significant Impacts**

As construction proceeds there will be impacts to traffic flow, primarily along 1800 South as new utility connections are made. Since the property has been in use for years there will be little impact to the surrounding neighborhoods, public utility and transportation systems.

## **Recommended Action**

The Planning Commission reviewed the proposal at its July 2, 2019 meeting and recommends approval of the request for preliminary site plan review subject to the following conditions:

1. Complete any and all redline corrections.
2. Receive approval from the State Fire Marshall.
3. Prior to final site plan review provide a detailed landscaping plan.
4. Prior to issuance of the building permit, resolve any concerns with Bountiful City Light and Power regarding connections to the property.

## **Attachments**

1. Aerial photo
2. Site and utility plans
3. Proposed building elevations



# Aerial Photo





# City Council Staff Report

**Subject:** Contract Award for Water Line Installation at Stone Creek Estates Phase 2  
**Author:** City Engineer  
**Department:** Engineering  
**Date:** July 9, 2019



## **Background**

The Stone Creek Estates Subdivision (SCE) is located along Bountiful Blvd at approximately 1500 East. When completed, the subdivision will consist of 4 phases, totaling approximately 50 lots. Phase One was completed last fall, and construction has now begun on Phase Two, which consists of 7 new lots on the south side of Bountiful Blvd between 1500 East and 50 North. There are no utilities in this stretch of Bountiful Blvd, so the developer is required to reconstruct the pavement section after the sewer, storm drain, irrigation and culinary water systems have been installed. Because the utility work is so extensive, the road will remain closed until the paving is complete.

## **Analysis**

In a normal year, the bidding process for the installation of culinary water mains during the upcoming construction season would take place in the spring. This year the Engineering Department was not able to prepare a contract package until late in the spring, which resulted in a Bid Opening being held in early June. Only 2 bids were submitted by contractors, and the lowest priced bid exceeded the Engineer's (juicy) estimate by 50%.

With the results of the Water Line Bid Opening fresh in mind, the next logical approach to installing the culinary water system in SCE Phase 2 is to partner with the developer and the developer's contractor, Green Construction, Inc. (GCI). This is advantageous for the following reasons:

1. The City can freely inspect and manage the installation of the culinary water system.
2. Payment for the Developer's portion of the work is assessed in our normal process of issuing a Bond Letter which includes the fees for the installation of the water system. Fees for the installation of the culinary water system in Phase One exceeded the actual construction cost, so in a sense Rainey has "Pre-paid" for a portion of the work included in the Phase Two.
3. Part of the pump line for the new 4<sup>th</sup> North Reservoir Booster Station needs to be installed in this section of Bountiful Blvd while the street is closed.
4. The developer's contractor maintains control of the project schedule.
5. Responsibility for the installation of the system (including testing the water lines and compaction of the trenches) remains with one contractor.
6. In comparison to the pricing received during the bidding process, the proposed pricing represents a great value to the developer, and to the City.

As a point of comparison, the following table compares pricing from GCI to the most recent water line bids, and last year's contract:

<b>Item</b>	<b>GCI</b>	<b>SCI (2019)</b>	<b>CT Davis (2019)</b>	<b>Spade (2018)</b>
<b>8" Main</b>	\$41.47/ft	\$69.00/ft	\$60.38/ft	\$30.82/ft
<b>10" Main</b>	\$37.56/ft	\$107.00/ft	\$51.50/ft	\$36.22/ft
<b>8" PRV</b>	\$29,248.17	\$38,000.00	\$30,724.00	\$36,995.33
<b>1" Service</b>	\$1,811.30	\$1,720.00	\$2,751.00	\$1,923.39
<b>FH Assembly</b>	\$6,839.93	\$6,580.00	\$6,528.00	\$5,239.25

At the time this memo was written, the additional costs of bonds and insurance were still being determined, but this information will be given to the Council during the discussion of this item, along with the estimated total cost of the project. Per GCI's initial proposal, the cost to install the pump line is approximately \$39,663.36, which would be paid by the Water Dept. Capital project account in the current Fiscal Year. The cost of culinary water mains for the subdivision is estimated to be \$139,473.19. This amount is the responsibility of the developer, and will be adjusted to reflect the actual construction cost.

**Department Review**

This proposal has been reviewed by the City Manager and the City Engineer/Public Works Director.

**Recommendation**

I recommend that the Council accept the proposal of Green Construction, Inc. in the amount of \$179,136.55 plus the costs of bonds and insurance for the installation of the culinary water system for the Stone Creek Estates Phase 2 Subdivision.

**Significant Impacts**

Funding for the project will be provided by fees paid by the Developer (Rainey Homes) and by the Water Department's Capital project account for the installation of culinary mains.

**Attachments**

Green Construction's preliminary proposal

# GCI

## GREEN CONSTRUCTION, INC.

352 North Flint Street, Kaysville, UT 84037

www.greenconstruction.biz



<b>To:</b>	Rainey Homes	<b>Contact:</b>	Brock Johnson
<b>Address:</b>	259 East 500 South Bountiful, UT 84010	<b>Phone:</b>	(801) 927-3000
		<b>Fax:</b>	(801) 927-3001
<b>Project Name:</b>	Stonecreek Phase 2 Culinary Water	<b>Bid Number:</b>	
<b>Project Location:</b>	Bountiful, UT	<b>Bid Date:</b>	4/30/2019

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
<b>Traffic Control</b>					
	Traffic Control	28.00	DY	\$164.72	\$4,612.16
<b>Total Price for above Traffic Control Items:</b>					<b>\$4,612.16</b>
<b>Culinary Water</b>					
	<b>10" PVC C-900</b>	1,056.00	LF	\$37.56	\$39,663.36
	- Tee				
	<b>08" PVC C-900</b>	1,120.00	LF	\$41.74	\$46,748.80
	- Bend 90°				
	- Bend 45°				
	- Tee				
	- Gate Valves				
	<b>Pressure Reducing Valve (P.R.V.)/ With Vault</b>	1.00	EACH	\$29,248.17	\$29,248.17
	<b>Fire Hydrant Complete Includes:</b>	3.00	EACH	\$6,839.93	\$20,519.79
	- Valve				
	- Pipe From Main To Hydrant				
	- Hydrant				
	- Thrust Block				
	- Concrete Pad				
	<b>Culinary Water Lateral (Poly)</b>	9.00	EACH	\$1,811.30	\$16,301.70
	<b>Temporary Blow Off</b>	1.00	EACH	\$2,022.13	\$2,022.13
	<b>Bedding Sand</b>	957.00	TON	\$20.92	\$20,020.44
<b>Total Price for above Culinary Water Items:</b>					<b>\$174,524.39</b>

**Total Bid Price: \$179,136.55**

**Notes:**

- This proposal is based on civil plans by Hill & Argyle Entellus dated 7-9-18 and a Geotechnical report by Western Technologies dated 12-13-17.
- This proposal includes one mobilization only. Any additional mobs required will be at unit price provided.
- General to provide all permits and fees.
- General to supply all traffic control, flagging and barricades.
- General to provide dust control, SWPPP permits & Inspections, construction water and concrete washout.
- General to supply all surveying, engineering, layout and testing
- Due to resin and material shortages by the PVC manufacturers we can only hold our pipe pricing for seven days. Because of these shortages Green Construction will not be held responsible for any manufacturing delays or price escalations. All escalation of pipe pricing will be passed onto the general contractor. Material quotes at the time of bid can be made available to verify price increases.
- The prices stated are based on G.C.I.'s ability to purchase materials, in particular concrete and diesel fuel. Any increase in price, which G.C.I. must pay will be passed on to and paid for by the owner. Base price used in this quote is \$122.00 per Cubic Yard of concrete and \$3.45 per gallon of diesel fuel.
- Any rock or water encountered which requires extraordinary measures to complete construction would be an extra. Subgrade stabilization at time and material basis only.



# City Council Staff Report



**Subject: Amendments to City Policy Manual**  
**Author: Clinton Drake**  
**Department: Legal**  
**Date: July 9, 2019**

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## **Background**

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

## **Analysis**

There are a couple of minor changes to the sexual harassment policy, in particular, the amendments provide a timeframe in which a complainant may grieve an action taken by the City in response to a complaint of harassment and includes the Assistant City Attorney as a person to whom a complaint of sexual or other harassment can be made.

The other amendments are in response to and ensure compliance with House Bill 163 which expanded the ways in which a crime could be committed for the misuse of public property and described ways in which personal use of public property is permitted. The Bill authorizes political subdivisions of the State to describe in written policy the ways in which the personal use of public property is permitted. The amendments provide guidance regarding the use of public property and limit personal use of such property to incidental or de minimis uses or in circumstances in which the use provides a benefit to the public.

Finally, small changes were made to the travel and training policy and the automobile usage policies. These changes are for efficiency and/or clarification purposes.

## **Department Review**

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

**Significant Impacts**

None of the proposed changes create significant impacts.

**Recommendation**

It is recommended that the City Council approve Resolution 2019-05 amending the Personnel Policies and Procedures Manual of the City of Bountiful.

**Attachments**

Resolution.2019-05 Proposed amendments (changes tracked, showing only amended parts or parts relevant to the amendment)





# BOUNTIFUL

## BOUNTIFUL CITY, UTAH RESOLUTION NO. 2019-05

**MAYOR**  
Randy C. Lewis

**CITY COUNCIL**  
Kate Bradshaw  
Kendalyn Harris  
Richard Higginson  
John Marc Knight  
Chris R. Simonsen

**CITY MANAGER**  
Gary R. Hill

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

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

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

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

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

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

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

#### **410. Sexual and Other Harassment**

C. Any employee who believes that the actions or words of an officer, employee, or volunteer of the City constitute unwelcome harassment or discrimination must report it immediately to any of the following: their Supervisor, Department Head, **Assistant City Attorney**, City Victim Advocate, Human Resource Manager, City Attorney or City Manager. All complaints of this nature should be made in writing as soon as possible and should document specific information regarding the harassment. This information should include dates, times, places, witnesses, and specific types of harassment. The City Manager and the City Attorney shall be immediately notified upon the receipt of a complaint.

E. If an employee is not satisfied with either the handling of a complaint or the action taken by the Department Head or City Manager appointee, he/she shall bring the complaint to the attention of the City Manager **within ten (10) days of being notified**. The City Manager shall then investigate the charges and respond in writing to the employee as quickly as possible.

#### **420. Automobile Usage**

C. Employees may be assigned a City vehicle for their use. Such vehicles are to be used primarily for City business. ~~and only de minimis personal use. Any personal use shall be in accordance with the City's "Personal Use of Public Property by Employees" policy and Internal Revenue Service standards.~~ All other employees needing transportation for City business may use vehicles assigned to their department, provided the employee meets his/her department's driver standards and has received his/her supervisor's prior approval. If no City vehicles are available, employees may use their own cars for business purposes, but only with the prior approval of their supervisor.

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#### **421. Travel and Training**

D. City travel costs associated with the use of a personal vehicle, meals, and incidental expenses can be reimbursed or advanced under either of the following methods:

1. Actual Expenses: Costs can be reimbursed or advanced based on actual expenses incurred when proper backup is provided (i.e. receipts, invoices, etc.). All travel costs must have proof to be reimbursed. Any advanced costs that do not have proper documentation must be returned to the City within a reasonable period of time upon completion of travel.
2. Per Diem: Costs can be reimbursed or advanced using per diem and standard mileage rates (if applicable). Actual expense backup is not required. ~~All advances in excess of actual expenses incurred must be returned to the City within a reasonable period of time upon completion of travel.~~

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#### **428. Personal Use of Public Property by Employees**

City owned property may be issued or made available to an employee to assist the employee in fulfilling his/her duties as a public servant. Employees are authorized to use such property for personal use provided the use is incidental to the primary purpose of the property, does not create more than a de minimis cost to the City, or the personal use of such property is being used in a manner that provides a benefit to the public. This policy is enacted in contemplation of Utah Code Annotated § 76-8-402, "Misusing public money or public property" and with the intent to provide a written policy authorizing certain personal uses of public property.

### 505. Outside Employment

- E. The use of City owned property may be used in furtherance of the outside employment provided the use of said property is consistent with the City’s “Personal Use of Public Property by Employees” policy.
- F. Department Heads may determine whether any particular situation violates these policies on a case by case basis.

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### 506. Off-Duty Conduct

- D. City owned property may be used while off-duty provided the use of said property is consistent with the City’s “Personal Use of Public Property by Employees” policy.

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

**APPROVED, PASSED AND ADOPTED BY THE BOUNTIFUL CITY COUNCIL THIS 9<sup>TH</sup> DAY OF JULY, 2019.**

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Randy C. Lewis, Mayor

ATTEST:

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Shawna Andrus, City Recorder