

BOUNTIFUL CITY COUNCIL MEETING

TUESDAY, April 13, 2021

5:30 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 **City Hall, 795 South Main Street, Bountiful, Utah**, at the time and on the date given above. The public is invited to all meetings. Deliberations will occur in the meetings. Persons who are disabled as defined by the Americans With Disabilities Act may request an accommodation by contacting the Bountiful City Manager at 801.298.6140. Notification at least 24 hours prior to the meeting would be appreciated.

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

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

AGENDA

5:30 p.m. – Work Session

1. Veterans Memorial next phase discussion – Councilman Chris Simonsen
2. Parks maintenance discussion – Mr. Brock Hill p. 3
3. COVID-19 update – Mr. Gary Hill

7:00 p.m. – Regular Session

1. Welcome, Pledge of Allegiance and Thought/Prayer
2. Public Comment – If you wish to make a comment to the Council, please use the podium and clearly state your name and address, keeping your comments to a maximum of two minutes. Public comment is limited to no more than ten minutes per meeting. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives.
3. Consider approval of minutes of previous meetings held on March 23, 2021 p. 17
4. Council Reports
5. BCYC Report
6. Consider approval of:
 - a. Expenditures greater than \$1,000 paid March 22 & 29, 2021 p. 25
 - b. February 2021 Financial Report p. 27
7. Lee & Lona Earl recognition – Mayor
8. Consider approval of Joint Resolution 2021-10 adjusting the boundary of the South Davis Sewer District within Bountiful City and authorizing the Mayor to sign the Local Entity Plat – Mr. Lloyd Cheney p. 41
 - a. Public Hearing
 - b. Action
9. THIS ITEM TO BE CONTINUED TO THE APRIL 27 CITY COUNCIL MEETING - Public hearing - Renaissance Towne Centre ordinance amendment
10. Consider approval of the amended site plan for construction of a new vehicle service business – Mr. Francisco Astorga p. 55
11. Consider approval of Class “D” retail beer license for China Star restaurant located at 1171 South 500 West #B – Mr. Francisco Astorga p. 81
12. Adjourn


City Recorder

City Council Staff Report

Subject: Parks Maintenance Discussion

Author: Brock Hill

Department: Parks

Date: 13 April 2021



Background

Bountiful City Parks Department is committed to providing beautiful clean, green, and safe family recreational areas that enhance the quality of life for all the citizens of Bountiful. Our parks, trails, and open spaces will be designed, developed, and maintained using the industries best management practices and highest standards of quality. As stewards of these lands, we will serve the public with integrity, accountability, and transparency.

Analysis

To better understand the position and needs of the Parks Department and its ability to perform maintenance tasks, as assigned, on City owned property, Staff recently completed a comprehensive Parks Department Needs Analysis. Briefly, the analysis addresses the needs of the department that most impact and affect its ability to maintain properties at current standards and expectations such as staffing, equipment, facility conditions, budget, and water use. Most importantly it helped staff identify areas of the departments operations that do not fully support the priorities and expectations established by the City Council. The analysis also includes proposed recommendations that will help address the areas of deficiencies and provide needed resources for staff to perform their work more effectively.

Staff understands the Councils priorities and expectations to be centered on the following issues:

- How resident concerns are addressed included their ability to contact the department and response time
- Turf health, condition, and appearance
- Cleanliness of Bathrooms
- Cleanliness of Pavilions
- Condition of flowerbeds, plant health, and weeds

How parks staff addresses each of these maintenance items is outlined in the attachment "Parks Maintenance-Level of Service". It is of concern for Parks staff that we may be missing or focused on tasks that may not fully align with Councils concerns or direction. Staff seeks clarification and correction concerning Council expectations and revised standards of maintenance that may apply to Parks daily operations and tasks.

The Needs Analysis also helped Parks staff identify issues that impact us negatively during the busiest parts of the season and are areas of concern that need to be addressed. These issues are:

- Acres of City owned property assigned to each full time Park Supervisors
- Shoulder seasons (April-mid June and August-November)
- Increased scope of work/additional properties
- Creation of mow crew (requires full time Park Supervisor)
- Creation of flower crew (requires full time Park Supervisor)

Department Review

The review was completed by the Parks Department

Significant Impacts

The discussion will lead to better understanding of Council concerns and maintenance standards, for parks staff, in their assigned tasks and duties.

Recommendation

Staff is seeking further information on any revised maintenance standards, expectations, and/or direction.

Attachments

Needs Analysis

Property/Site – Priorities

Parks Maintenance – Level of Service

Bountiful Parks Maintenance – Schedules Daily, Weekly, Monthly, Seasonal

Park and Playground Inspection Forms



Bountiful Parks Needs Analysis

Mission Statement

Bountiful City Parks Department is committed to providing beautiful clean, green, and safe family recreational areas that enhance the quality of life for all the citizens of Bountiful. Our parks, trails, and open spaces will be designed, developed, and maintained using the industries best management practices and highest standards of quality. As stewards of these lands we will serve the public with integrity, accountability, and transparency.

Overview

Currently, Bountiful City Parks Department has six full time staff, a Department Director and 5 Park Maintenance Supervisors. Three of the supervisors maintain a Pesticides Applicators License and three of the staff have and maintain a Certified Playground safety Inspectors (CPSI) certification. We hire up to 24 seasonal employees that typically work early May to mid-August. We have developed and maintain an annual safety training program and have implemented a preventative maintenance plan which includes regular safety inspections for playgrounds, equipment, trees, facilities (bathrooms, pavilions, sidewalks, parking lots, lighting, retaining walls, fencing, etc.), and sports fields and courts. The department's FY2021 annual budget including personnel services, operations/maintenance, and capital projects and equipment is; \$1,175,469.00

The Department is responsible for maintaining the City's 17 Parks (118 acres), selected Streetscapes (4 acres), Facility Landscapes (15 acres), Trailheads (3; Summerwood/Sessions, North Canyon, coming 2021), Open Space (78 acres), and Detention Basins (2.5 acre). We provide some form of maintenance every week at 48 different sites across the city totaling 217.5 acres. We plant and maintain 194 flowerbeds throughout the City and parks. We operate and maintain two greenhouses where we propagate and grow approximately 20,000 flowers which include 20 different species. We have 25 boweries, 3 stages, 36 bathrooms, 13 playgrounds, 7 soccer fields, 18 tennis courts, 6 permanent pickleball courts (6 stripped courts at North Canyon), 6 baseball fields, 2 softball fields, 4 basketball courts, 2 sand volleyball courts, and 1 dog park.

Our equipment consists of 13 crew/supervisor trucks (1987-2020), 3 one ton trucks (2000-2012), 1 vacuum truck (1997), 7 small zero turn mowers (2007-2020), 1 large area mower (2006), 4 tractors with various attachments (1986-2015), 2 pressure washers, 4 4-wheelers (2019-2021), 1 leaf sweeper (2003), 1 air compressor (1982), 5 trailers, and 1 mini-excavator (2018).

We assist in the scheduling, planning and operation of City co-sponsored events including Bountiful Youth Council events, Chalk Art, Rotary Car Show, Concerts in the Park, Farmers Market, Handcart Days and fireworks, Summerfest, and Freedom Light Festival. A typical season will have over 400 other events hosted in the parks and pavilions including class and family reunions, civic events, religious events, youth group activities, weddings, birthday parties, and community activities. Staff members facilitate the use of the park's sport and court facilities for youth and adult softball leagues, youth baseball leagues, youth soccer games and tournaments, lacrosse leagues, ultimate Frisbee leagues, tennis leagues, high school team sports events, and pickleball events. In the winter months the Department is tasked with assisting with the deer removal program, assisting with the operations of the Town Square Ice Ribbon, facility and equipment maintenance, and snow removal on 15 miles of City sidewalk and 22 acres of parking lot.



Bountiful Parks Needs Analysis – cont.

Employee Assessment

Industry best management practices and the International City County Association's data indicates a ratio of 1 full time employee per 12-20 acres of maintained parkland as a general standard for park maintenance operations. Our Park Maintenance Supervisors are currently maintaining between 23 and 80 acres each. The large difference between the acres managed is due to the level of maintenance that is done at each of the specific sites. For example, Town Square is much more maintenance intensive than Bountiful Pond.

The shoulder seasons, April-May and August-October present a difficult problem for the Park Maintenance Supervisors. These are our most busy times with several maintenance tasks all needing to be done at the same time. In the spring, we start up bathrooms, bowery reservations, and sprinkler systems. We are well into the flower planting in the greenhouse. We are starting into our most intensive maintenance operations; aerating, fertilizing, weed control, turf maintenance, planting flower beds, winter clean-up, playground maintenance and cleaning, and we prepare/setup sports fields and courts for use. In the fall, we start shutting down all the facilities, parks, sprinkler systems, and sports fields/courts. We continue with turf maintenance, pull the flowers, prune shrubs and trees and winterize the shrub/flower beds. We aerate and fertilize, and do leaf clean-up through-out the City parks and properties. At the same times, we are hiring our seasonal help or our seasonal help is returning back to school. In the spring, we are already in the middle of our maintenance responsibilities before we get all of our summer help (most are hired in May after college terms end, the rest in June after High School terms end). In the fall, maintenance operations run well into November after all of the seasonal employees return to school (Colleges: early August-September, High Schools: middle-end of August). Therefore, the maintenance tasks, during these times, fall on the five Park Maintenance Supervisors to complete. The supervisors work load can be and is overwhelming. The department's quality of services, primarily in the flower beds and overall cleanliness, has suffered over the past few years, as a result.

Equipment Assessment

Most of our equipment serves the department well. Some is aged or aging out. We are well equipped with tractors, mowers, pressure washers, trailers, 4-wheelers, 1-ton work trucks, and small power equipment (string trimmers, blowers, push mowers, etc.). The leaf sweeper has recently had major repairs completed and is still in good working condition. Our crew work trucks are starting to age out. We have two that should be taken out of service. This is due to condition, reliability, on-going and more frequent service costs, and safety problems/concerns. The remainder of our trucks can stay in service and are regularly maintained. The air compressor has been out of service for the last two seasons. We have been relying on the shared use of the Water Department and/or Streets Departments compressors to complete our maintenance tasks, primarily in the spring and fall seasons. This piece of equipment can be added to the capital equipment schedule for replacement in the next fiscal year or two. Other small equipment can be purchased using our annual operations and maintenance budget as needs arise.

Facilities Assessment

The park boweries, bathrooms, and stages are all in great shape. Working with the Buildings Department, we have a schedule to make structure and electrical upgrades to the boweries and stages using operation and maintenance funds. We have a remodel schedule for the bathrooms with plans to remodel a couple every year as funds are available. Remodeling includes new paint, epoxy floors, addressing ceiling treatments, adding electrical, and replacing fixtures (sinks, toilets, drinking fountains, picnic tables, partitions, paper holder, etc.) where/when needed.

Our sport fields and courts are regularly maintained using operation funds to replace nets, poles, goals, and fixing or replacing electrical systems and lights and repairing/adding fencing. It is anticipated that in FY2023 the pickleball courts at Cheese Park will be replaced using RAP tax funds. At Mueller Park baseball fields, the electrical system runs the field lights for the AAA field has been taken out of service due to major safety concerns. The existing transformer is no longer viable and needs to be replaced and upgraded. The problem is further compounded by out of date lighting control systems, wiring, and lighting fixtures which are not compatible with new transformer and controller technology and will all need to be replaced.

Of our 13 playgrounds, 3 need to be replaced (Eggett Park, Washington Park, North Canyon Park). Eggett Park playground is scheduled to be replaced FY2021 using RAP tax funds and is budgeted for on the RAP tax Capital Project list. It is anticipated that Washington Park playground will be replaced with the building of a new park on the Washington Elementary property. Currently there are no plans for the replacement of the North Canyon park playground and will need to be added to a future RAP tax project list.

Budget Assessment

Firstly, the Parks Department is very appreciative of the support we feel from the City Council and Administration. The operations and maintenance budget increases we have received over the last several years to address product price increases and additions of duties, parks and facilities have enabled us to continue to provide the quantity and diversity of services expected. Currently, the annual operations and maintenance budget is \$1,115,499. In order for parks maintenance staff to maintain City owned properties at established standards and expectations the operations and maintenance budget will need to increase as additional properties or maintenance tasks are added. The capital projects and equipment budget varies based on need and as outlined in the 10 year capital plan. These expenditures have ranged between \$104,000 and \$3,250,000 over the last five years. Capital funds have been used to purchase land for new parks, improvements to facilities and playground structures, and maintenance equipment or vehicles.

Water Assessment

A serious discussion on the use of secondary water and how we irrigate the parks, facility grounds, and other City owned properties needs to be had. With several years of below average water and current predicted water shortages into the foreseeable future, it would be irresponsible of us to continue our current irrigation practices and mindset without having a comprehensive plan in place to address any industry mandated water restrictions, water conservation practices and measures, irrigation system issues, expectations for turf condition, turf health and appearance, and citizen expectations or concerns.

Recommendations

I recommend adding two new full time park maintenance supervisors to the existing staff. This will help spread out the number of acres each supervisor is tasked with, help us better focus on quality of work rather than quantity, and help solve issues in the greenhouse, flowerbed maintenance, turf health, and with overall cleanliness and park facility safety.

I recommend purchasing two new 4-door crew trucks to replace the two that need to be taken out of service. All other maintenance issues can be addressed through better training, more accountability for quality of work and supervision, and shifting of assignments, duties, and responsibilities.

I recommend a realistic plan be developed to address funding, electrical equipment, and lighting needs and issues at Mueller Park baseball fields. This should involve Mueller Park Baseball Association, the Power Department, and an electrical contractor to ensure proper equipment is selected and installed with the ability to be expanded for additional future lights on the 2 smaller existing baseball fields.

I recommend the Parks annual personnel and benefits budget be increased for two new full time Park Maintenance Supervisor positions and two new part time positions as an on-going expense and capital project funds be allocated for the one time purchase of two crew trucks. Otherwise the current operations and maintenance budget is sufficient for existing needs. However, as new park property and/or tasks are increased over time, necessary adjustments be made to the operation and maintenance budget to cover these anticipated future costs.

These additions and changes to our staff, budget, operation procedures, facilities, and restructuring of supervisor assignments, will be used to improve the quality of maintenance, cleanliness of the parks bathrooms, boweries and facilities, and overall park and turf conditions.



PROPERTY/SITE - Priorities

Priority 1 – (12)

- Bountiful Town Square
- City Hall Complex (City Hall, Public Safety, Golden Years)
- Main Street
- Veterans Park
- 400 North Park
- 400 N Flowerbeds
- Brickyard Bark Park
- 1500 S Roundabout
- Streets/Parks Complex
- Water Department
- Power Department
- Greenhouse

Priority 2 – (22)

- North Canyon Park
- Creekside Park
- Rocket Park
- Foss Lewis Park
- Fire Fighters Park
- Mueller Park
- Celebration Park
- Washington Park
- Cheese Park
- Zesiger Park
- Eggett Park
- 5-Points Park
- Hanna Holbrook Park
- Stoker Field
- Bountiful Pond
- Parkin Overpass/Hwy106/Slim Olsen's
- Sizzler
- 400 N Grass Islands
- 400 E 1800 S
- 400 E 400 N
- Ratt Island (1050 S 200 W)
- RDA-White House

Priority 3 – (15)

- 100 E Well (pump house)
- San Simeon Sub-station
- Mill Creek (1231 S 600 E, pump house)
- 1700 S 650 E
- Barton Creek (1425 Barton Creek Ln.)
- 1800 S Sub-station
- Turkey Shoot Sub-station (1059 E 250 N)
- Bntfl. Basin (4367 Bntfl. Blvd., det. basin)
- Vineyard (173 S Moss Hill Dr., det. basin)
- Bountiful Blvd 1800 S (det. basin)
- Medford (3475 Medford Dr., det. Basin)
- Southview Circle (det. basin)
- Sessions Trail head
- Hidden Lakes Trailhead
- North Canyon Trailhead



PARKS MAINTENANCE – Level of Service

Parks and Playgrounds

- In addition to the weekly maintenance activities of mowing, edging, trimming, and irrigation, all parks are inspected daily including bathrooms, playgrounds, pavilions, safety issues, and garbage collection/emptying trash receptacles.
- Sports courts, i.e. tennis, pickleball, basketball, volleyball, are inspected and cleaned weekly.
- Trees, shrubs, sidewalks, fencing and structures are inspected monthly.
- Safety issues are addressed immediately either by taking item out of service, fixing issue if parts are on hand or scheduling repair as parts are available.

Turf Maintenance

- Turf in all parks and City owned properties is mowed, edged, and trimmed weekly at a height of 2 ½ - 3 inches depending on location and type of use.
- Turf in parks is aerated twice annually (Spring and Fall)
- Turf in parks is fertilized twice annually (Spring and Fall)
- Turf is irrigated as turf, soil, and weather conditions require. We have 48 sprinkler controllers.
- Controllers and systems are checked and adjusted weekly. Dry spots are addressed by identifying issues (irrigation coverage/pressure/volume, controller issue, valve issue, broken head, plugged nozzle, human caused, etc.), taking immediate corrective action.

Trees

- Trees are inspected monthly. Dead or diseased trees are reported to the Park Maintenance Supervisors and Park Director.
- Dead or diseased trees will be removed within 1 week of being reported.

Pavilions

We have two types of pavilions in the parks; reservable and non-reservable. Each type is maintained at different levels.

Reservable: (400 North – large, 400 North Stage, Creekside – 3 small, Eggett – 1 large, North Canyon – 1 large/1 small, Foss Lewis – 1 large.

- Each is inspected the day of the reservation. All tables, seats or benches, and concrete are power washed.
- Trash is checked and emptied.
- Electrical plugs and breakers are checked or reset,
- Water, if requested, is checked and made available.
- Bathrooms are checked, restocked and cleaned, if needed.

Note: If no reservation in the pavilion is scheduled, then maintenance is the same as non-reservable.

Non-reservable: (400 North – 2 medium, Fire Fighters – 1 small, Washington – 1 medium, Brickyard – 1 small, 1500 – 1 small, Mueller – 2 medium, Rocket – 1 small, Cheese – 1 small, Creekside – 1 large, North Canyon – 1 small)

- Checked daily during regular maintenance activities. Garbage cans checked and emptied, issues addressed.
- Tables cleaned/power washed monthly.
- Concrete cleaned/power washed as needed.



PARKS MAINTENANCE - Level of Service, cont.

Flowerbeds

- Flower beds are designed and planted for health and variety of height, color and structural interest.
- Beds are checked weekly for plant health, irrigation issues, and weeds. Conditions and or issues will be reported back to Park Maintenance Supervisors and Parks Director.
- Maintenance actions are taken immediately or scheduled to be completed within 24 hours.
- The "Bountiful" mound is trimmed annually and maintained at same standards as other beds.

Restrooms

- Checked for cleanliness, paper goods, soap, and vandalism daily. Issues are addressed immediately.
- Vandalism issues are reported to the Park Maintenance Supervisor, Parks Director, and Police Department. Corrective action is taken immediately or scheduled based on severity, damage, availability of personnel, replacement parts or products.
- Safety or liability issues are addressed immediately and, if necessary, facility is taken out of service until proper repairs can be made.
- After hours issues are taken on an "on-call" number and addressed within 20 minutes.

Resident Response

- Calls and emails are returned or responded to within 24 hours.
- After hour calls are taken by an "on-call" number 24 hours per day. Pavilion reservation, restroom, irrigation, and serious safety/liability issues are addressed within 20 minutes. All other concerns are responded to within 24 hours, once issue has been clearly defined.
- Corrective actions are scheduled and taken as needed or required.



BOUNTIFUL PARKS MAINTENANCE

DAILY

- Observe sites for vandalism/graffiti, broken tree limbs, irrigation problems, anything unusual or out of the ordinary and safety concerns or issues. Address issues as needed.
- Pick up trash throughout park/property sites. Empty trash containers
- Clean and restock restrooms (toilets, floors, walls, sinks, drinking fountains)
- Pick up downed branches
- Pull weeds in flower beds, planters, playgrounds, etc.
- Clean pavilion (tables, benches, concrete)
- Inspect playgrounds for safety issues/repair (bark displacement, loose bolts, broken slide/plastic)
- Prepare Sports Fields/courts during organized play season
- Perform all other additional assigned duties

WEEKLY

- Mow turf
- Edge sidewalks, curbs, driveways, concrete pads, etc.
- String trim fence lines, edges without concrete borders, under benches, around trees & shrubs, around flowerbeds, signs, and meters, etc.
- Clean grass from sidewalks, concrete pads, etc.
- Clean/sweep tennis & basketball courts
- Rake in "digouts" in playgrounds & volleyball courts
- Look for irrigation issues/repair/adjust
- Check tennis, basketball & volleyball nets
- Clean/sweep gutters & curbs
- Power wash tables in pavilion & gazebos
- Check fence lines & backstops/make repairs as needed
- Check lights in restrooms, pavilion, tennis/sports courts. Adjust as needed
- Check schedule of pavilion/site rentals clean and prepare as needed
- Clean & maintain equipment
- Perform all additional assigned duties

MONTHLY

- Trim trees & shrubs as necessary
- Thoroughly Inspect playground equipment for damage & safety issues. Repair as required.
- Inspect park for maintenance, damage & safety issues; e.g. signage, roofs, siding, painting, broken concrete, broken asphalt, playground equipment, playground mulch, tennis/basketball/volleyball pickleball nets etc. Report to Parks Director for maintenance or repair scheduling
- Inspect bleachers, benches & picnic tables for damage & vandalism, etc. Report
- Check special event schedule, clean and prepare park/schedule crew/monitor use/etc.
- Perform all additional duties as assigned



SEASONAL PARKS MAINTENANCE

SPRING

- Prepare greenhouses for flower plantings. Begin flower plantings.
- Clean site of winter debris (bathrooms, pavilions, gutters, turf areas, playgrounds, courts/fields, etc.)
- Prepare & plant flower beds (fertilize, condition soil, till)
- Prepare/setup sports fields for season (rake in low spots, add soil, cut in baselines, check bases/fences, setup/anchor soccer goals/nets, etc.)
- Install tennis, volleyball, pickleball nets
- Aerate and fertilize turf, weed control turf & flowerbeds
- Prepare/Startup culinary plumbing (restrooms & drinking fountains) for season
- Prepare/Startup irrigation system for season. Repair as needed.
- Clean and prepare stage, pavilions, tables, play equipment, etc. for season
- Turn on & reset pavilion & tennis courts lights
- Check playground surfacing for compliance/replace for compliance
- Check for/update park signage
- Inspect sites for damage & maintenance issues
- Prepare equipment for season

SUMMER

- Aerate and fertilize sports fields (soccer/ball fields)
- Regularly check and monitor irrigation systems. Make adjustments as needed.
- Regularly maintain/prepare/monitor Sports Fields. Prepare for fall season
- Be aware of scheduled events for sites; e.g. cross country meets, soccer tournaments, family reunions, weddings, car shows, etc.
- Prepare & maintain sites for regularly scheduled & special events; i.e. "Chalk Art", "Handcart Days", "Car Show", "Summerfest", etc.
- Assist with seasonal special events; Chalk Art, Car Show, Handcart Days, Fireworks, Summerfest, Bike Races, Constitution Days, Music on Main, etc.
- Check for/update park signage
- Inspect sites for damage & maintenance issues

FALL

- Aerate, fertilize, weed control turf
- Remove seasonal flowers & prepare beds for winter
- Clean up leaves
- Close & winterize all culinary water systems (restrooms & drinking fountains)
- Shut down & winterize irrigation systems
- Remove nets from volleyball, tennis, pickleball courts
- Bring in trash cans
- Shut off lights for tennis courts
- Shut off time clocks for pavilion lights, irrigation clocks, sports courts, power, etc.
- Inspect sites for damage & maintenance issues

WINTER

- Snow removal of assigned areas
- Monitor Parks and facilities i.e. dog park maintenance, garbage collection, doors locked, weather damage, vandalism, etc. Take corrective actions as required.
- Shop deep cleaning/projects
- Vehicle and equipment cleaning and maintenance
- Assist with deer removal program



Bountiful City Parks Department

PARK INSPECTION FORM

Park Name: _____ Inspection Date: _____

Inspector(s) Name(s): _____

ITEM	RATING (1-3)	DESCRIBE ACTION NEEDED	DATE COMPLETED
Litter/Trash/Cans emptied			
Mowing/Trimming/Edging			
Turf issues (Dry spots/Fertilizing/pest/resod)			
Tree issues (Limbs down/Pruning/dead) - REPORT			
Flowerbed Issues (shrubs/perennials/annuals) - REPORT			
Grade issues (drainage/drains/erosion)			
Irrigation Issues (valve boxes/lids/heads/dry spots/breaks)			
Pest Issues (vols/rats/mice/grubs/wasps)			
Graffiti/Vandalism			
Sidewalks/Steps/Pavement			
ADA Parking/Ramps/Handrails/Access/Signage			
Pavilions/Picnic Shelters/tables/plugs/water spigots			
Bathrooms (urinals/toilets/sinks/partitions/floors/drainage)			
Fencing/Gates/Handrails/Backstops/Goals			
Ballfield Issues (drainage/bases/soil)			
Basketball surfacing/Nets/Standards			
Tennis surfacing/Nets/Posts/Backstops			
Volleyball nets/Posts/Sand/Edging			
Pickleball courts/nets/Fencing			
Playground(s)/Safety surfacing/digouts			
Benches/Bleachers			
Drinking Fountains			
Electrical Issues (Lights/plugs/fixtures)			
Signage (park/playground/information/smoking/pets)			
Dog Stations (signage/bags/receptacles)			
Other:			
Other:			
Other:			
Other:			
Other:			
Other:			

3 (Parks Standard) 2 (Needs Repair) 1 (Notify Park Director/Take immediate corrective action)



BOUNTIFUL CITY PARKS
 Playground Inspection Form (Routine)

Park/Playground Name: _____

Inspector Name: _____ Date: _____

Repairer Name: _____ Date: _____

Use the following Codes: 1 = Immediate Action Required 2 = Schedule Repair/Maintenance 3 = Compliant
 Notify supervisor of Action/Repair/Maintenance needed and when non-compliant issues have been resolved.

Inspection Items:	Code	Inspection Notes	Repair Notes
Missing Hardware (nuts/bolts/fasteners)			
S-Hooks			
Bushings/hanger bearings/swing fittings			
Chains (twisted/worn/kinked)			
Ropes (twisted/worn/kinked)			
Swing seats (cracked/cut)worn)			
Plastics (cracked/sun rot/broken)			
Exposed concrete (footers etc.)			
Standing water/drainage issues			
Debris in surfacing (glass/rocks/sticks, etc)			
Rake level all surfacing/dig-outs			
Swings (ground clearance)			
Slides			
Climbers/ladders			
Spinners			
Vandalism (graffiti/damage)			
Paint (peeling/craking/etc.)			
Entanglement Points			
Entrapment Points			
Protrusions			
Stairs/Steps/Ladders/Ramps/Landings			
Platforms/Bridges			
Handrails/Guardrails/Railings/Handles			
Slides (sidewalls, clearance zones)			
Spinners (anchoring/bearings/wear)			
Signage (age/safety/supervision)			
Sidewalks (sweep/clean)			
Trip Hazards			
Benches/Tables			
Fencing			
Other:			
Other:			
Other:			

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**Minutes of the
BOUNTIFUL CITY COUNCIL**

March 23, 2021 – 6:00 p.m.

Present: Mayor Randy Lewis
Councilmembers Millie S. Bahr, Kate Bradshaw, Kendalyn Harris,
Richard Higginson
City Manager Gary Hill
City Engineer Lloyd Cheney
Planning Director Francisco Astorga
City Attorney Clinton Drake
Finance Director Tyson Beck
Parks Director Brock Hill
Streets Director Charles Benson
Power Director Allen Johnson
Water Director Kraig Christensen
Asst Chief of Police Dave Edwards
Recording Secretary Maranda Hilton

Excused:
Councilman Chris R. Simonsen

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

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Work Session – 6:00 p.m.
City Council Chambers

30 Mayor Lewis called the meeting to order at 6:04 p.m. and welcomed those in attendance.

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32

BOUNTIFUL CITY YOUTH COUNCIL Q&A

33 Mayor Lewis welcomed the Bountiful City Youth Council to the meeting and the Council
34 members each gave a quick introduction. BCYC members were then given time to come forward and
35 ask questions.

36 Halley Robinson (BCYC City Planner) asked about major projects the Planning Department
37 is working on this year. Mr. Astorga answered that one of their biggest projects this year will be the
38 updated General Plan and explained what that is. Another big area of development is the Renaissance
39 Towne Centre.

40 Kimball Mumford (BCYC Mayor) asked the Council for advice about starting a career in
41 politics and the Council gave him some ideas for how to get started and finding the right reasons to
42 be involved. They told him that working on campaigns is a great way to understand more about what
43 it takes and whether he would enjoy it or not.

44 Brooke Bleazard asked about the possibility of continued drought conditions causing a water
45 deficit. Councilman Higginson explained that due to prior appropriation regarding water rights,
46 Bountiful is in a good situation and the City has plenty of water. Mr. Hill explained that the bigger
47 risk the City faces is having part of our water system break down and not being able to move the

1 water where it needs to go. The City is focusing on maintaining and improving its water system
2 infrastructure to safeguard against that situation.

3 Kimball Mumford asked about how Council members make decisions on polarizing issues.
4 Councilmembers offered their best advice on how to navigate those issues, by learning all they can
5 about an issue, being willing to listen to residents, and using their own best judgement.

6 Sarah McMurray asked about how the City decides which building projects are approved for
7 construction and which ones are not. Mr. Astorga explained that the entire City is divided into zones
8 and each zone has its own land use code restrictions. The Council is able to set restrictions in the
9 code and they try to fine-tune it every year depending on changes in market trends and other factors.

10 Marshall Nelson asked about emergency response preparation in Bountiful. Mr. Hill answered
11 that the City has a wonderful emergency response organization, and City staff does train on how to
12 respond to different emergencies. During the latest windstorm, the emergency center was activated so
13 damage could be quickly assessed, and clean-up assistance was organized. The City also has a group
14 of volunteers who help disseminate information to Bountiful residents in 12 different districts. The
15 coordination between the volunteers and the City has been a very beneficial relationship. The CERT
16 (Community Emergency Response Team) training is also a wonderful class that anyone can take to
17 help them be prepared.

18 The BCYC will have applications for new members available on April 6th and will be
19 interviewing for new leadership on Thursday.

20
21 **PUBLIC ART IMPLEMENTATION AND ORGANIZATION - MR. GARY HILL**

22 Mr. Hill explained that public art has been a priority for some time, and they now have a little
23 less than \$100,000 set aside and a newly hired community affairs specialist to help get a public art
24 program going. He asked Ms. Rebecca Hatch to introduce herself.

25 Ms. Hatch said she studied studio art at BYU, where she created her own art and helped
26 curate shows in her community. She said she has had a passion for art her entire life. The past few
27 years she worked as a program director for an international humanitarian organization. She is excited
28 about how this new position will allow her to use both skillsets; planning and organizing programs
29 and helping curate shows and create policies regarding visual art.

30 Mr. Hill said that their first priority is to get a Public Art Advisory Board in place. It will be a
31 group Ms. Hatch can run ideas past in order to make informed recommendations to the Council.
32 There are 13 applications so far and hope to have them assembled within the month.

33 Ms. Hatch added that they have also issued a call to local artists to submit artwork that will go
34 on display at City Hall. She is excited to add some beautiful artwork to the new building for hallways
35 and offices as well as having a rotating gallery on the lower level.

36 Mr. Hill explained that the first big project will be installing downtown discovery art. They
37 want to get ideas from the advisory board as soon as possible.

38 Ms. Hatch explained that after the discovery art is installed, they then hope to bring art to the
39 Bountiful Town Square either in the form of statues or murals. Mr. Hill said that Davis County
40 Tourism has funds set aside to start a mural program and has offered money to Bountiful for that
41 purpose. The BDAC has some interest in a mural on the side of their building. The Town Square
42 could also be a good location for that.

43 Council gave opinions about what types of artwork might be best in the Town Square, with
44 some favoring interactive art pieces and sculptures instead of a mural. They were very excited to see
45 what ideas come from the advisory board and that this program is finally getting started.

46

1 The meeting was closed at 6:57 p.m.
2
3
4

5 **Regular Meeting – 7:00 p.m.**
6 **City Council Chambers**
7

8 Mayor Lewis called the meeting to order at 7:00 p.m. and welcomed those in attendance. Mr.
9 John Marc Knight led the Pledge of Allegiance and Mr. Joshua Knight, Pastor at Flourishing Grace
10 Church, offered a prayer.
11

12 **PUBLIC COMMENT**

13 The public comment section was opened at 7:05 p.m.
14

15 Mr. Dustin Lance (4811 South Hidden Lake Drive) hoped to make the Council aware of a
16 concern he and his neighbors have. Hidden Lake Drive is a steep road and there is a hairpin turn just
17 in front of his driveway that drivers often turn wide on, causing them to travel into the oncoming
18 lane. He has spoken with the Police, Streets and Engineering Departments and the Planning
19 Commission. He said he was encouraged to bring it to the City Council.
20

21 Mr. Bruce Bingham (4819 Canyon View Circle) said he agrees with Mr. Lance and suggested
22 that a painted median line would do much to solve the problem at a minimal expense.
23

24 Ms. Morgan Harker (1465 North 400 West) addressed the need for a crossing guard stationed
25 at 1000 North 275 West for the students who attend Meadowbrook Elementary School. She has three
26 children who attend Meadowbrook and cross at that intersection nearly 100 days out of the year on
27 their bikes. She also knows many more children in her neighborhood who cross there. She feels there
28 is a big need for a crossing guard there because it is such a dangerous road. Last week she witnessed
29 a near accident and has started a petition and volunteered as a crossing guard in the meantime. She
30 said 290 people have signed the petition so far and asked the Council to please help ensure the safety
31 of these children.

32 Mayor Lewis said the City Engineer would be in touch with her.
33

34 Mr. Mike Eggett (JMR Construction) wished to address the Curb and Gutter Replacement
35 project bid which is on the agenda for approval tonight. He explained that the low bid is the same
36 price he was able to do the project for two years ago. He doesn't understand how the low bidder is
37 able to do it for that price since material costs have increased significantly in the last two years. He
38 reminded the Council that JMR has been in business for 55 years and has done a great job for
39 Bountiful City and even helped finish jobs when others have been unable to complete projects for the
40 City. The low bidder on this project has only been in business for two years. He asked the Council to
41 please consider the bid from JMR before awarding the contract.
42

43 The public comment section was closed at 7:13 p.m.
44

45 **CONSIDER APPROVAL OF MINUTES OF PREVIOUS MEETINGS HELD ON MARCH 9,**
46 **2021**

1 Councilwoman Bahr made a motion to approve the minutes from March 9, 2021 and
2 Councilman Higginson seconded the motion. The motion passed with Councilmembers Bahr,
3 Bradshaw, Harris and Higginson voting “aye”.

4
5 **COUNCIL REPORTS**

6 Councilwoman Bradshaw did not have a report.

7 Councilwoman Harris did not have a report.

8 Councilwoman Bahr did not have a report.

9 Councilman Higginson reported that the state mask mandate will expire on April 10th.

10
11 Mayor Lewis reported that he received a letter from the Boy Scouts of America Crossroads of
12 the West thanking Bountiful City for their support in the “Scouting for Food Drive”. 142,000 pounds
13 of food was collected.

14
15 **CONSIDER APPROVAL OF EXPENDITURES GREATER THAN \$1,000 PAID MARCH 1,**
16 **8, 10 & 15, 2021**

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

20
21 **CONSIDER APPROVAL OF THE APPOINTMENT OF JOHN MARC KNIGHT TO THE**
22 **POWER COMMISSION – MR. ALLEN JOHNSON**

23 Mr. Allen Johnson explained that one of the commissioners, Mr. John Cushing, recently had
24 to step down for health reasons, and they are recommending Mr. John Marc Knight, former City
25 Councilman, to replace him on the Power Commission. They have no doubts he will do a great job.

26 Councilman Higginson offered his opinion that this will be a much more satisfying way to see
27 Mr. Knight finish out his service to the City. He said Mr. Knight knows the industry well and has a
28 lot of experience which will enable him to serve well.

29 Councilman Higginson made a motion to approve the appointment of Mr. Knight to the
30 Power Commission and Councilwoman Harris seconded the motion. The motion passed with
31 Councilmembers Bahr, Bradshaw, Harris and Higginson voting “aye”.

32
33 **CONSIDER RETROACTIVE APPROVAL OF THE PURCHASE OF PVC PIPE FROM**
34 **WESTERN WATER WORKS IN THE AMOUNT OF \$27,305 – MR. KRAIG CHRISTENSEN**

35 Mr. Kraig Christensen explained that this expenditure is for their yearly pipe purchase, but
36 this year, in order to lock in the lowest price, they received approval from the City Manager to order
37 it prior to Council approval. If they had not been proactive about the purchase, prices would have
38 skyrocketed. Due to the recent natural disasters in Texas, there is a shortage of supply, so they are
39 asking for retroactive approval from the Council for the purchase.

40 Councilwoman Harris made a motion to approve the retroactive purchase of PVC pipe from
41 Western Water Works and Councilwoman Bahr seconded the motion. The motion passed with
42 Councilmembers Bahr, Bradshaw, Harris and Higginson voting “aye”.

43
44 **CONSIDER APPROVAL OF THE PURCHASE OF A 2020 JOHN DEERE 9009A LARGE**
45 **AREA MOWER AND A Z960M 60” ZERO-TURN MOWER FROM STOTZ IN THE TOTAL**
46 **AMOUNT OF \$74,979 – MR. BROCK HILL**

1 Mr. Brock Hill explained that the Parks Department would like to replace their large-area
2 mower, which is a discontinued 16-year-old model they now have a hard time finding parts for. He
3 explained that they received two bids and are accepting the low bid from Stotz, who also offered
4 them a very low price on a zero-turn mower. They would like to purchase both mowers, which they
5 have budgeted for this year.

6 Councilman Higginson made a motion to approve the purchase of the mowers from Stotz and
7 Councilwoman Bradshaw seconded the motion. The motion passed with Councilmembers Bahr,
8 Bradshaw, Harris and Higginson voting “aye”.

9
10 **CONSIDER ADOPTION OF RESOLUTION 2021-09 WHICH SUPPORTS THE REVISION**
11 **AND UPDATE OF THE 2016 DAVIS COUNTY PRE-DISASTER MITIGATION PLAN –**
12 **ASST. CHIEF DAVE EDWARDS**

13 Asst. Chief Dave Edwards presented Resolution 2021-09 to the Council which would update
14 the Davis County Pre-Disaster Mitigation Plan and pledge Bountiful’s participation in that plan. The
15 City’s job will be to gather information on perceived risks for natural disasters, and work with the
16 City engineers and other staff to identify projects that will help us mitigate the impact of wildfires,
17 floods, earthquakes, etc. He explained that having this plan updated and approved by the Council is
18 an essential element to qualify for any F.E.M.A. funding following a disaster.

19 Council members thanked Asst. Chief Edwards for his service to the City over the years. Asst.
20 Chief Edwards said it has been a privilege to serve with the finest men and women on the planet at
21 the Bountiful Police Department.

22 Councilwoman Harris made a motion to adopt Resolution 2021-09 and Councilman
23 Higginson seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw, Harris
24 and Higginson voting “aye”.

25
26 **CONSIDER APPROVAL OF ADDITIONAL ENGINEERING SERVICES FROM ECI**
27 **ENGINEERING IN THE AMOUNT OF \$169,984 – MR. ALLEN JOHNSON**

28 Mr. Johnson explained that while they are doing work to update the electrical drawings and
29 replace breakers at the southeast substation, they realized it would save money if they went ahead and
30 updated some other aging components of the station at the same time. They want to replace the
31 microprocessor and add some additional protections with new relays, so they are asking to expand the
32 scope of the project that ECI Engineering is currently contracted to do for us.

33 Councilwoman Bahr made a motion to approve the additional engineering services and
34 Councilman Higginson seconded the motion. The motion passed with Councilmembers Bahr,
35 Bradshaw, Harris and Higginson voting “aye”.

36
37 **CONSIDER APPROVAL OF THE PURCHASE OF 15,600 FEET OF 1100 URD CABLE**
38 **FROM CODALE ELECTRIC SUPPLY IN THE AMOUNT OF \$123,552 – MR. ALLEN**
39 **JOHNSON**

40 Mr. Johnson explained that there are two large projects they require new cable for. They
41 would like to put underground lines to the new housing development going in on Main Street and
42 rebuild the line on 3100 South for additional capacity. This wire is superior in quality and has a 40-
43 year guarantee on it. The supplier is holding the price of the wire right now because the City has
44 worked with them, but wire prices have gone up a lot in the last while and they are the only supplier
45 of it in Utah.

1 Councilman Higginson asked Mr. Johnson if he would please bring in some samples of the
2 old wire and the new wire next time he's there. He finds it very instructive to see how the wires
3 compare to one another. Mr. Johnson said he would.

4 Councilman Higginson made a motion to approve the purchase of the cable and
5 Councilwoman Bahr seconded the motion. The motion passed with Councilmembers Bahr,
6 Bradshaw, Harris and Higginson voting "aye".
7

8 **CONSIDER APPROVAL OF THE PROPOSAL FROM BLACK FOREST PAVING FOR**
9 **THE 2021 ASPHALT OVERLAY CONTRACT – MR. LLOYD CHENEY**

10 Mr. Cheney explained that the asphalt overlay contract will be for a group of larger projects
11 that are beyond the ability of the Streets Department to accomplish. This year it will include Medical
12 Drive and Lakeview Drive which are big streets that will require a lot of traffic control. Also included
13 in the contract will be work in the Cave Hollow neighborhood. They received eight bids for this
14 project and have chosen the low bid from Black Forest Paving.

15 Councilwoman Bradshaw asked why bids were so much lower than staff's estimate on
16 average. Mr. Cheney explained that Black Forest's bid is 78% of the estimate, which he attributes to
17 it being so early in the year while contractors are trying to fill holes in their schedules and explained
18 that some contractors can simply do the job cheaper than others. He also said that he is not a paving
19 contractor, so his estimate is just his best guess based on the history.

20 Councilwoman Bahr made a motion to approve the proposal from Black Forest Paving and
21 Councilwoman Harris seconded the motion. The motion passed with Councilmembers Bahr,
22 Bradshaw, Harris and Higginson voting "aye".
23

24 **CONSIDER APPROVAL OF THE PROPOSAL FROM HYDRO VAC EXCAVATION FOR**
25 **THE 2021 CONCRETE REPLACEMENT PROJECTS CONTRACT – MR. LLOYD**
26 **CHENEY**

27 Mr. Cheney, in response to Mr. Eggett's comment during the public comment time, said that
28 there is no question that the City values JMR Construction and has appreciated their quality work for
29 many years. He explained that after being unable to come to terms on the extension clause in their
30 contract with JMR, they had no choice but to bid out the concrete replacement contract this year. His
31 staff thoroughly researched Hydro Vac Excavation because they were so nervous about the bid, and
32 they found nothing but very satisfied customers and residents who vouched for the respectfulness of
33 the crews. The City feels an obligation to be fiscally responsible with taxpayer money and can find
34 no reason they should not hire Hydro Vac. Staff recommends accepting their bid for this project. He
35 also assured the Council that companies who do not perform will be held to their contracts.

36 Councilmembers thanked Mr. Cheney and his staff for their work to research the company so
37 thoroughly and for accepting the lowest bid.

38 Mr. Gary Hill also explained that the City does not have much flexibility when it comes to
39 accepting bids, they must accept the low bid so long as it is a viable option.

40 Councilwoman Harris made a motion to approve the contract with Hydro Vac Excavation and
41 Councilwoman Bradshaw seconded the motion. The motion passed with Councilmembers Bahr,
42 Bradshaw, Harris and Higginson voting "aye".
43

44 **CONSIDER APPROVAL OF ORDINANCE 2021-03 PROPOSING LAND USE CODE TEXT**
45 **AMENDMENTS – MR. FRANCISCO ASTORGA**

1 Mr. Astorga explained that on a yearly basis they comb through the Land Use Code to see
2 what items need to be addressed and fixed. The Planning Commission reviewed these proposed
3 changes, and they forward a positive recommendation for approval. The proposed amendments will
4 clarify building heights in residential districts, add additional language and amend the
5 “Nonconforming Uses and Noncomplying Structures” section, fix a typo in the “Home Occupation –
6 Daycare” section, clarify and reclassify some uses in the “Mixed-Use Zone”, remove a provision for
7 the Planning Commission regarding voting, specify the location of street trees, add access
8 requirements regarding curb cuts, and add two components to site-plan review submittals.

9 Councilwoman Bahr and Councilman Higginson asked specifically about the added language
10 in the “Nonconforming Uses and Noncomplying Structures” section. Mr. Astorga and Mr. Drake
11 explained that the purpose of the new language was to allow owners to make improvements to
12 nonconforming structures and structures by allowing people to reduce the nonconformity. However,
13 they also want to make sure owners do not take advantage and are making meaningful and substantial
14 changes by reducing existing nonconformities and mitigating impacts to the surrounding properties.

15 Councilwoman Bradshaw asked about how the Planning Commission will review the cases of
16 nonconformance reductions and whether the City Council should be the designated land use authority
17 over this issue. Mr. Astorga explained that they feel the Planning Commission should retain the
18 authority over nonconforming uses and structures, and the commissioners will use their best
19 judgement to determine when enough reduction requirements have been sufficiently met in each case.
20 Mr. Drake added that we have full confidence in the City’s Planning Commissioners; they are a very
21 qualified group with a lot of experience.

22 Councilman Higginson asked about the changes made to access requirements. Mr. Cheney
23 explained that many property owners, after doing a redevelopment project that changes the access to
24 a property, are reluctant to complete some items that are part of the approval process. They made this
25 change to give the City power to require that curbs and gutters be replaced in those instances where
26 an access has been abandoned.

27 **A. PUBLIC HEARING**

28 The public hearing was opened at 8:19 p.m.

29 The public hearing was closed at 8:19 p.m.

30 **B. ACTION**

31 Councilwoman Bahr made a motion to approve Ordinance 2021-03 and Councilwoman Harris
32 seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw, Harris and
33 Higginson voting “aye”.

34
35 **CONSIDER APPROVAL OF A SITE PLAN FOR A TWO-FAMILY RESIDENTIAL**
36 **BUILDING LOCATED AT 1350 SOUTH 200 WEST – MR. FRANCISCO ASTORGA**

37 Councilman Higginson made a motion to approve the site plan and Councilwoman Bahr
38 seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw, Harris and
39 Higginson voting “aye”.

40
41 **ADJOURN**

42 Councilman Higginson made a motion to adjourn the meeting and Councilwoman Bradshaw
43 seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw, Harris and
44 Higginson voting “aye”.

1 The regular session was adjourned at 8:22 p.m.
2

Mayor Randy Lewis

City Recorder

PENDING

City Council Staff Report

Subject: Expenditures for Invoices > \$1,000 paid
March 22 & 29, 2021

Author: Tyson Beck, Finance Director

Department: Finance

Date: April 13, 2021



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, March 22 & 29, 2021.

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

Paid March 22, 2021

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	
	1212 ASPLUNDH TREE EXPERT	Light & Power	535300	448632	Distribution	4,039.52	220624	58G20021	Tree Trimming - Customer # 025450
	1212 ASPLUNDH TREE EXPERT	Light & Power	535300	448632	Distribution	5,015.04	220624	58G20121	Tree Trimming - Customer # 025450
	1615 CENTURYLINK	Enhanced 911	104219	428000	Telephone Expense	1,070.19	220629	5107XLB153-2021067	Acct # 5107XLB153
	2264 GATEWAY MAPPING, INC	Light & Power	535300	429300	Computer	3,273.89	220645	0140510	Basic GIS Training Class - Project # 50-19-055
	2334 GRAINGER, INC	Light & Power	535300	448613	Power Plant Operating Costs	2,307.37	220647	9830626033	Electric Water Heater - Acct # 809597271
	2562 HYDRO SPECIALTIES CO	Water	515100	448650	Meters	6,230.40	220652	24083	Meters
	2562 HYDRO SPECIALTIES CO	Water	515100	448650	Meters	6,316.58	220652	24105	Meter Lids
	8137 LAKEVIEW ASPHALT PRO	Streets	104410	441200	Road Matl Patch/ Class C	1,268.10	220662	6501	Patching - Customer # BOUN02610
	2937 LEWIS, YOUNG,	Redevelopment Agency	737300	431000	Profess & Tech Services	2,100.00	220667	2019-0100H	FinancialAdvisoryConsulting -RenaissanceTownCenter
	2937 LEWIS, YOUNG,	Redevelopment Agency	737300	431000	Profess & Tech Services	5,075.00	220667	2019-0100G	FinancialAdvisoryConsulting -RenaissanceTownCenter
	6326 LEXIPOL, LLC	Police	104210	445100	Public Safety Supplies	8,754.00	220668	INVLEX1291	Annual Law Enforcement Policy Manual
	3112 MIDWEST COMMERCIAL I	Legislative	454110	472100	Buildings	330,143.67	220675	152484	Office Furniture - Project BOUNT 009750
	12628 MOTION AND FLOW	Light & Power	535300	448627	Echo Hydro Operating Costs	3,224.40	220680	7847170	Repair to Acculators - Customer ID 140473
	4273 TURF EQUIPMENT CO	Golf Course	555500	426100	Special Projects	1,846.00	220703	453245-01	Turf Treatment and Supplies
	5000 U.S. BANK CORPORATE	Legislative	104110	423000	Travel & Training	2,100.00	220704	03102021SA	Emp Awards,OfficeSupply- Acct# 4246-0445-5571-8851
	5000 U.S. BANK CORPORATE	Legislative	104110	461000	Miscellaneous Expense	6,971.28	220704	03102021SA	Emp Awards,OfficeSupply- Acct# 4246-0445-5571-8851
	5000 U.S. BANK CORPORATE	Police	104210	423000	Travel & Training	1,043.70	220704	03102021TK	Trvl/Train.WaterHose- Acct # 4246-0445-5571-8851
	5000 U.S. BANK CORPORATE	Police	104210	423000	Travel & Training	1,115.81	220704	03102021EB	TrvlandTrain,Books - Acct # 4246-0445-5571-8851
	5000 U.S. BANK CORPORATE	Engineering	104450	424000	Office Supplies	2,193.38	220704	03102021LC	TrvlTrainExpense,Licenses- Acct#4246-0445-5571-8851
	5000 U.S. BANK CORPORATE	Legislative	454110	472100	Buildings	1,964.00	220704	03102021SC	TrvlTrain,OfficSup,Well- Acct# 4246-0445-5571-8851
	5000 U.S. BANK CORPORATE	Water	515100	423000	Travel & Training	5,347.80	220704	03102021KC	StGeorgeConf. - Acct # 4246-0445-5571-8851
	5000 U.S. BANK CORPORATE	Light & Power	535300	445201	Safety Equipment	3,077.97	220704	03102021AJ	SafetyAwards,Supplies - Acct # 4246-0445-5571-8851
	9927 UTAH DEPARTMENT OF P	Police	104210	413040	State Retirement & 401 K	3,610.00	220709	03222021	2020 Local Public Safety Trust Fund Contribution
					TOTAL:	408,088.10			

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

Paid March 29, 2021

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	
	1615 CENTURYLINK	Enhanced 911	104219	428000	Telephone Expense	3,522.28	220737	03222021	Acct # 801-578-0401 452B
	1815 CROFT POWER EQUIPMEN	Parks	104510	425000	Equip Supplies & Maint	1,736.52	220741	139694	Engine Oil, Hedge TrimmerBlades - Customer # 1728
	1826 CUMMINS ROCKY MOUNTA	Streets	104410	425000	Equip Supplies & Maint	2,480.61	220742	60-35985	Misc. Parts and Supplies - Customer # 466117
	4824 DAVIS BEHAVIORIAL HE	Liquor Control	104218	445100	Public Safety Supplies	3,000.00	220746	Bountiful CTC-1	Coalition Coordinator Services
	5351 DEERE CREDIT, INC.	Parks	454510	474500	Machinery & Equipment	74,979.00	220748	E05470	John Deere Mower's - Acct # BOUNT002
	2055 ELECTRICAL CONSULTAN	Light & Power	535300	448639	Substation	10,490.50	220749	92807	Project # BCP-020 - Replaced Breakers
	2271 GEAR FOR SPORTS, INC	Golf Course	555500	448240	Items Purchased - Resale	1,515.02	220756	41810063	Men's Golf Wear - Customer # 40603
	3924 JOHNSON CONTROLS	Police	104210	426000	Bldg & Grnd Suppl & Maint	2,381.70	220772	87600916	Misc. Parts and Supplies
	8137 LAKEVIEW ASPHALT PRO	Streets	104410	441200	Road Matl Patch/ Class C	1,094.34	220773	6533	Patching - Customer # BOUN02610
	3032 MAXWELL PRODUCTS INC	Streets	104410	473200	Road Materials - Overlay	14,332.62	220785	19659	GAP- Patching
	3271 NETWIZE	Computer Maintenance	616100	429300	Computer Hardware	1,448.90	220793	20454B	Dell Lap Top- for Power Dept.
	12139 POWER WEST ENGINEER	Light & Power	535300	448650	Meters	3,000.00	220805	1128	FCS Remote Install
	3588 PUKKA INC.	Golf Course	555500	448240	Items Purchased - Resale	1,457.52	220813	HQ02094-IN	Golf Hats - Customer # 0002179
	5553 PURCELL TIRE AND SER	Streets	104410	425000	Equip Supplies & Maint	2,797.10	220814	2833435	Tires and Service - Acct # 2801867
	3777 ROTATIONAL MOLDING O	Sanitation	585800	448010	Garbage Containers	2,860.00	220818	44389	300 Gallon Dumpsters
	4031 STANDARD PLUMBING SU	Streets	104410	473400	Concrete Repairs	1,017.03	220823	MHXD22	Misc. Parts and Supplies
	4229 TOM RANDALL DIST. CO	Streets	104410	425000	Equip Supplies & Maint	1,346.25	220830	0322006	Bulk Oil - Acct # 000275
	4229 TOM RANDALL DIST. CO	Streets	104410	425000	Equip Supplies & Maint	24,457.37	220830	0321962	Fuel - Acct # 000275
	4341 UTAH ASSOCIATED MUNI	Light & Power	53	213130	UAMPS Annualized Accrual	926,662.08	220836	03252021	Feb. 2021 payment for Power Resources
	4450 VERIZON WIRELESS	Police	104210	428000	Telephone Expense	4,920.01	220840	9876098551	Acct # 771440923-00001
					TOTAL:	1,085,498.85			

City Council Staff Report

Subject: February 2021 Financial Reports
Author: Tyson Beck, Finance Director
Department: Finance
Date: April 13, 2021



Background

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

Analysis

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

Department Review

These reports were prepared and reviewed by the Finance Department.

Significant Impacts

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

Recommendation

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

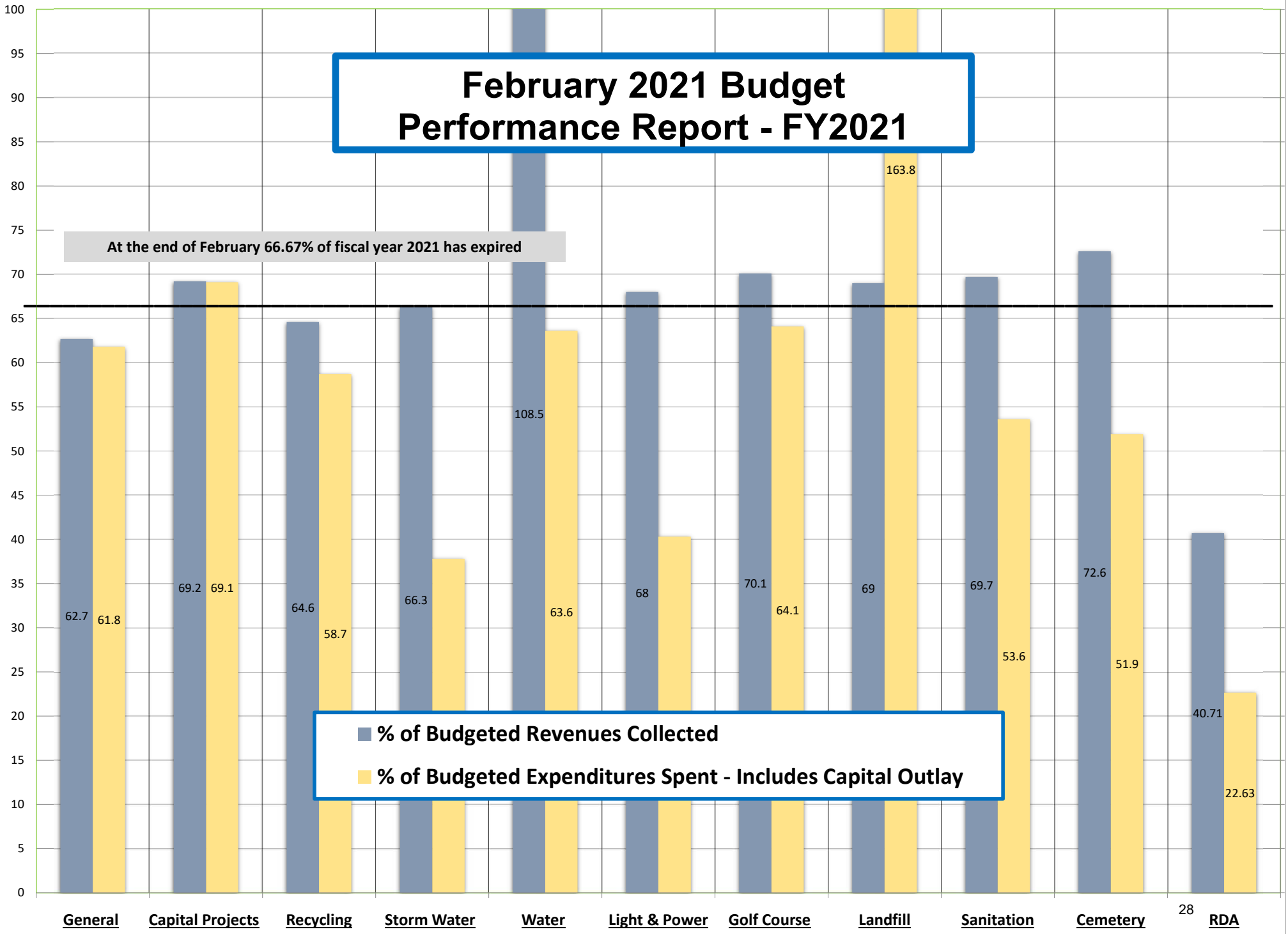
Attachments

- February 2021 Revenue & Expense Reports – Fiscal 2021 YTD

February 2021 Budget Performance Report - FY2021

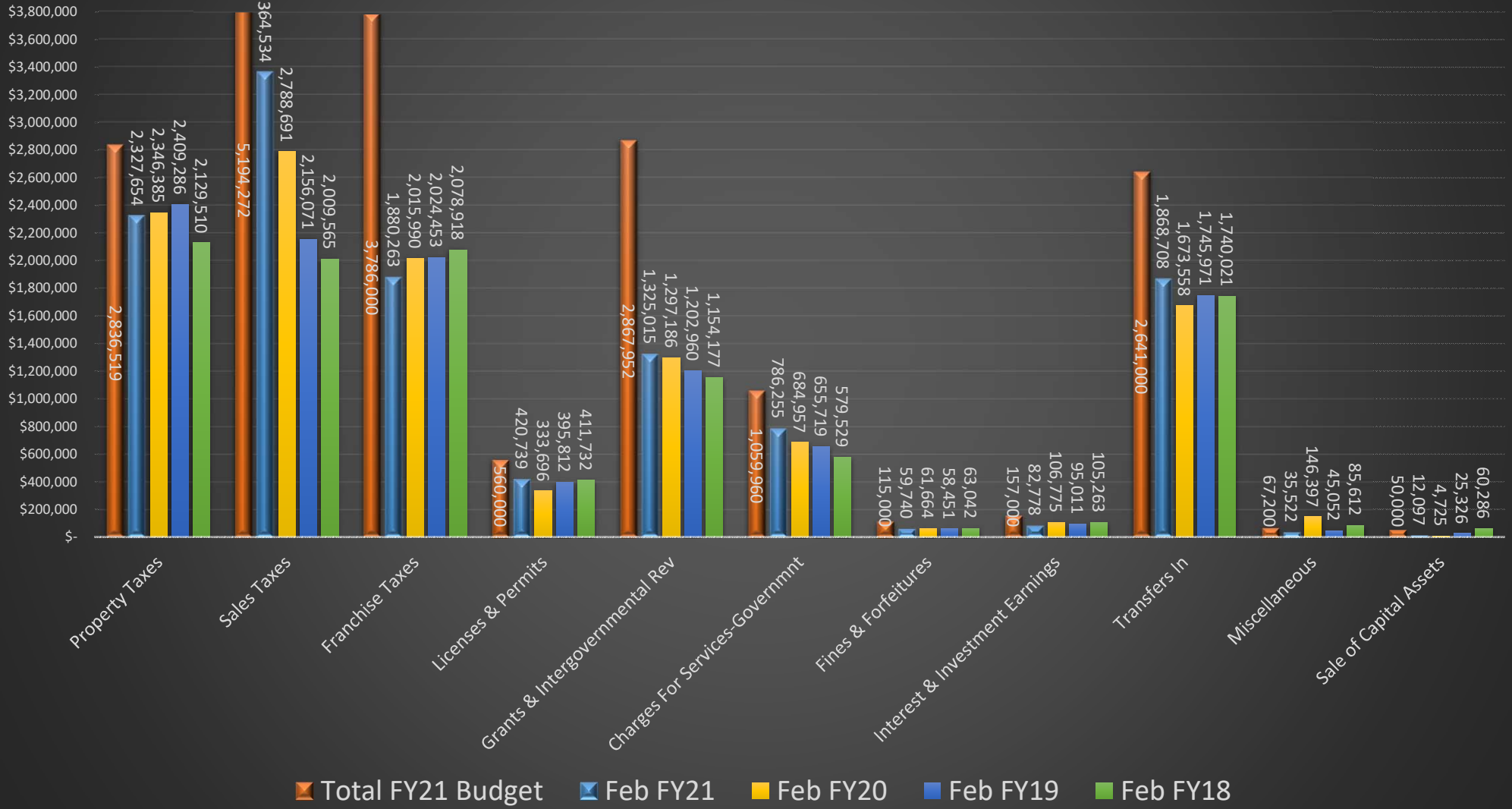
At the end of February 66.67% of fiscal year 2021 has expired

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

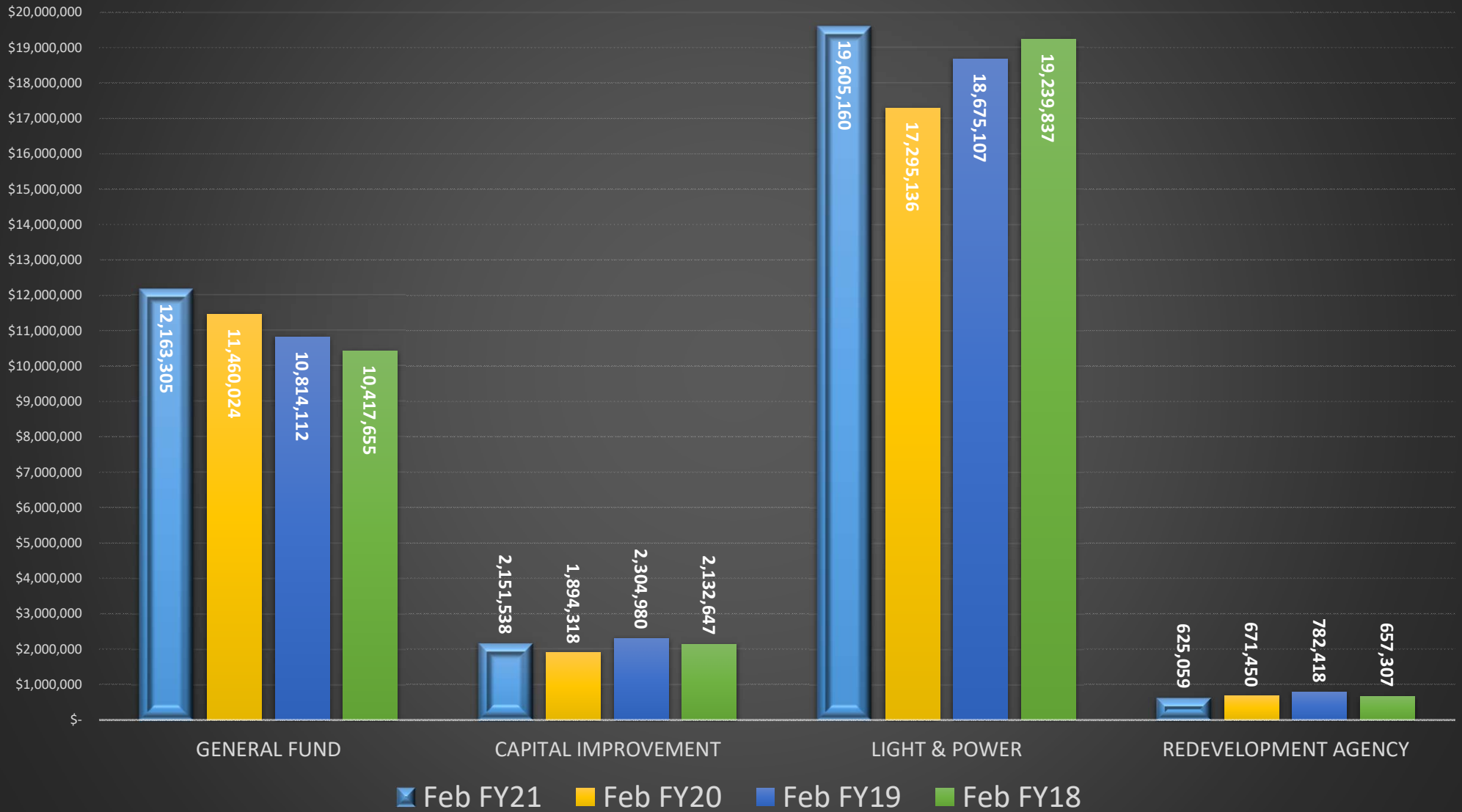


General Fund Detailed Revenues - February 2021

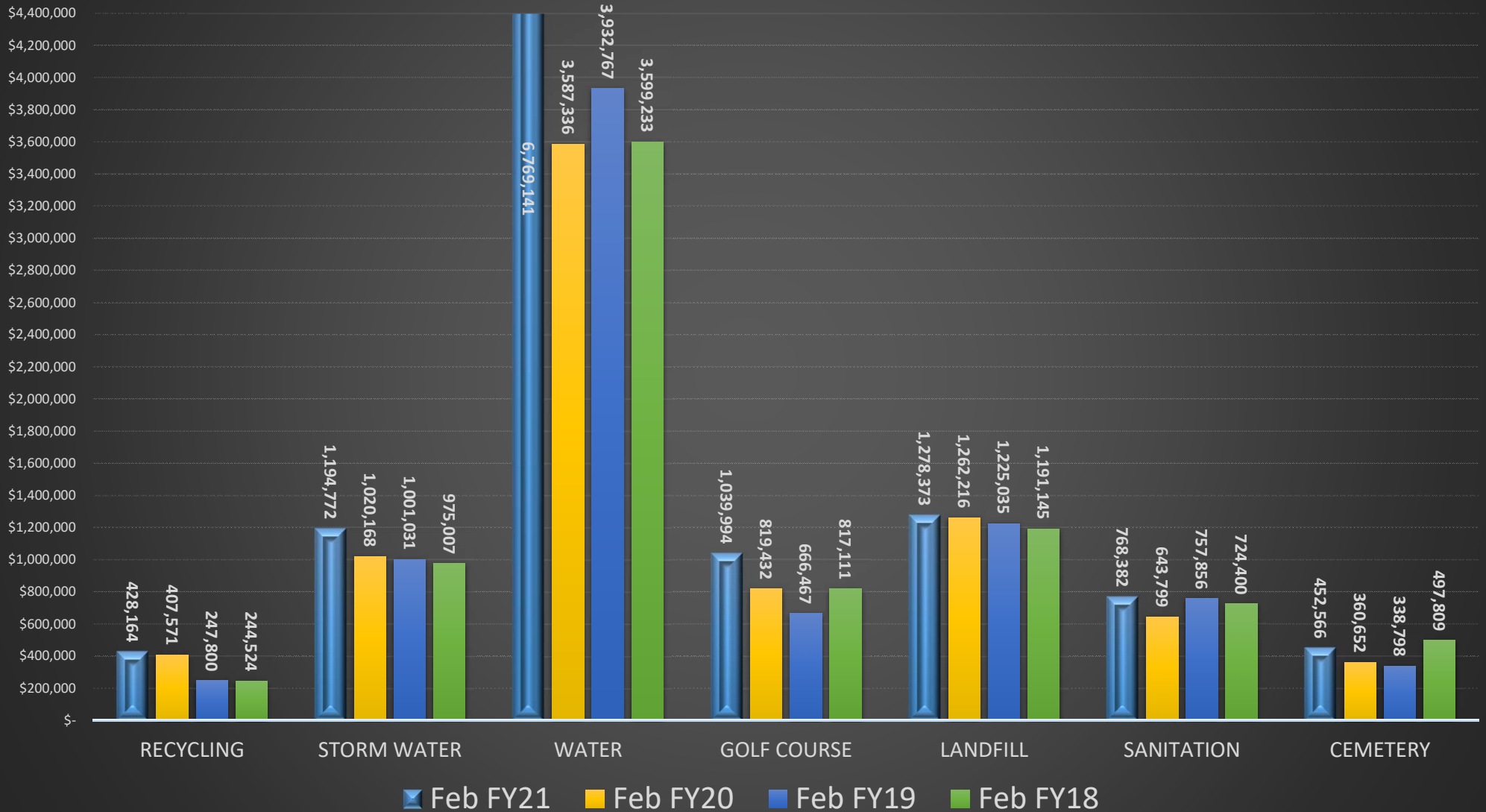
YTD Revenues (Fiscal Year 2021) Compared to the FY2021 Total Budget and the Revenues of the Same Timeframe of the Past Three Fiscal Years



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



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



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City of Bountiful, UT
FEBRUARY 2021 YTD REVENUES - FY2021

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FOR 2021 08

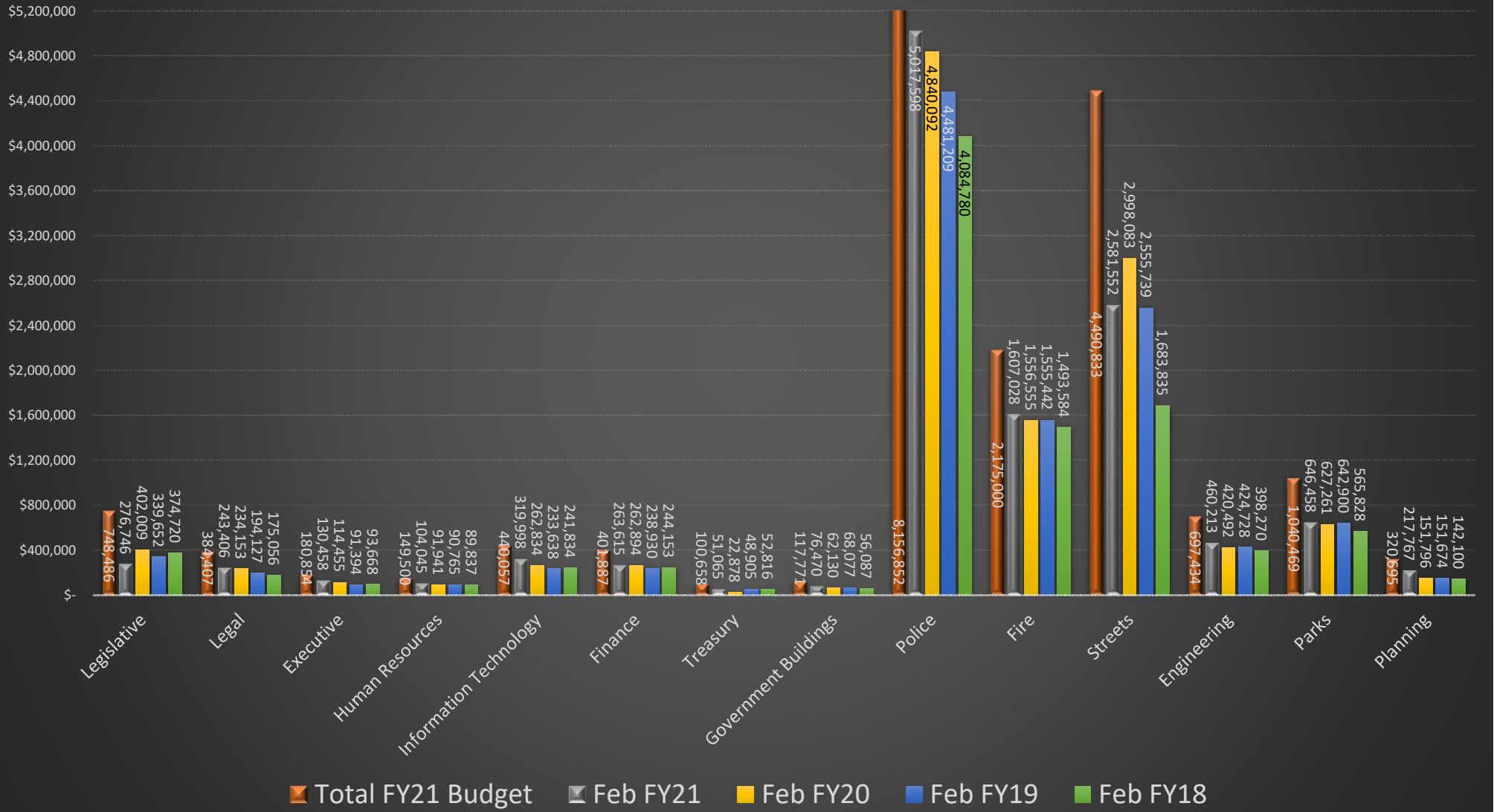
JOURNAL DETAIL 2021 1 TO 2021 6

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND	-19,404,903	-19,404,903	-12,163,304.59	-1,476,370.85	.00	-7,241,598.41	62.7%
30 DEBT SERVICE	-400	-400	-135.38	-14.61	.00	-264.62	33.8%
44 MUNICIPAL BUILDING AUTHORITY	-6,000	-6,000	-2,359.18	-254.63	.00	-3,640.82	39.3%
45 CAPITAL IMPROVEMENT	-3,110,185	-3,110,185	-2,151,538.03	-744,914.99	.00	-958,646.97	69.2%
48 RECYCLING	-663,256	-663,256	-428,164.23	-55,889.10	.00	-235,091.77	64.6%
49 STORM WATER	-1,802,265	-1,802,265	-1,194,772.04	-153,600.51	.00	-607,492.96	66.3%
51 WATER	-6,238,000	-6,238,000	-6,769,140.87	-432,801.65	.00	531,140.87	108.5%
53 LIGHT & POWER	-28,818,513	-28,818,513	-19,605,159.75	-2,186,093.24	.00	-9,213,353.25	68.0%
55 GOLF COURSE	-1,484,500	-1,484,500	-1,039,994.16	-1,295.95	.00	-444,505.84	70.1%
57 LANDFILL	-1,854,000	-1,854,000	-1,278,372.91	-120,852.90	.00	-575,627.09	69.0%
58 SANITATION	-1,102,400	-1,102,400	-768,381.86	-90,198.14	.00	-334,018.14	69.7%
59 CEMETERY	-623,300	-623,300	-452,566.47	-46,986.10	.00	-170,733.53	72.6%
61 COMPUTER MAINTENANCE	-54,294	-54,294	-49,592.41	-26.57	.00	-4,701.59	91.3%
63 LIABILITY INSURANCE	-421,915	-421,915	-426,117.10	-1,173.94	.00	4,202.10	101.0%
64 WORKERS' COMP INSURANCE	-318,727	-318,727	-201,256.64	-23,476.66	.00	-117,470.36	63.1%
72 RDA REVOLVING LOAN FUND	-284,730	-284,730	-171,978.62	-21,162.51	.00	-112,751.38	60.4%
73 REDEVELOPMENT AGENCY	-1,250,617	-1,250,617	-453,080.57	-2,687.91	.00	-797,536.43	36.2%
74 CEMETERY PERPETUAL CARE	-99,000	-99,000	-68,273.04	-6,927.36	.00	-30,726.96	69.0%
78 LANDFILL CLOSURE	-20,000	-20,000	-3,150.77	-304.99	.00	-16,849.23	15.8%
83 RAP TAX	-621,942	-621,942	-347,493.80	-70,547.71	.00	-274,448.20	55.9%
92 OPEB TRUST	0	0	-5,127.92	-449.28	.00	5,127.92	100.0%
99 INVESTMENT	0	0	-212,768.28	17,176.88	.00	212,768.28	100.0%
GRAND TOTAL	-68,178,947	-68,178,947	-47,792,728.62	-5,418,852.72	.00	-20,386,218.38	70.1%

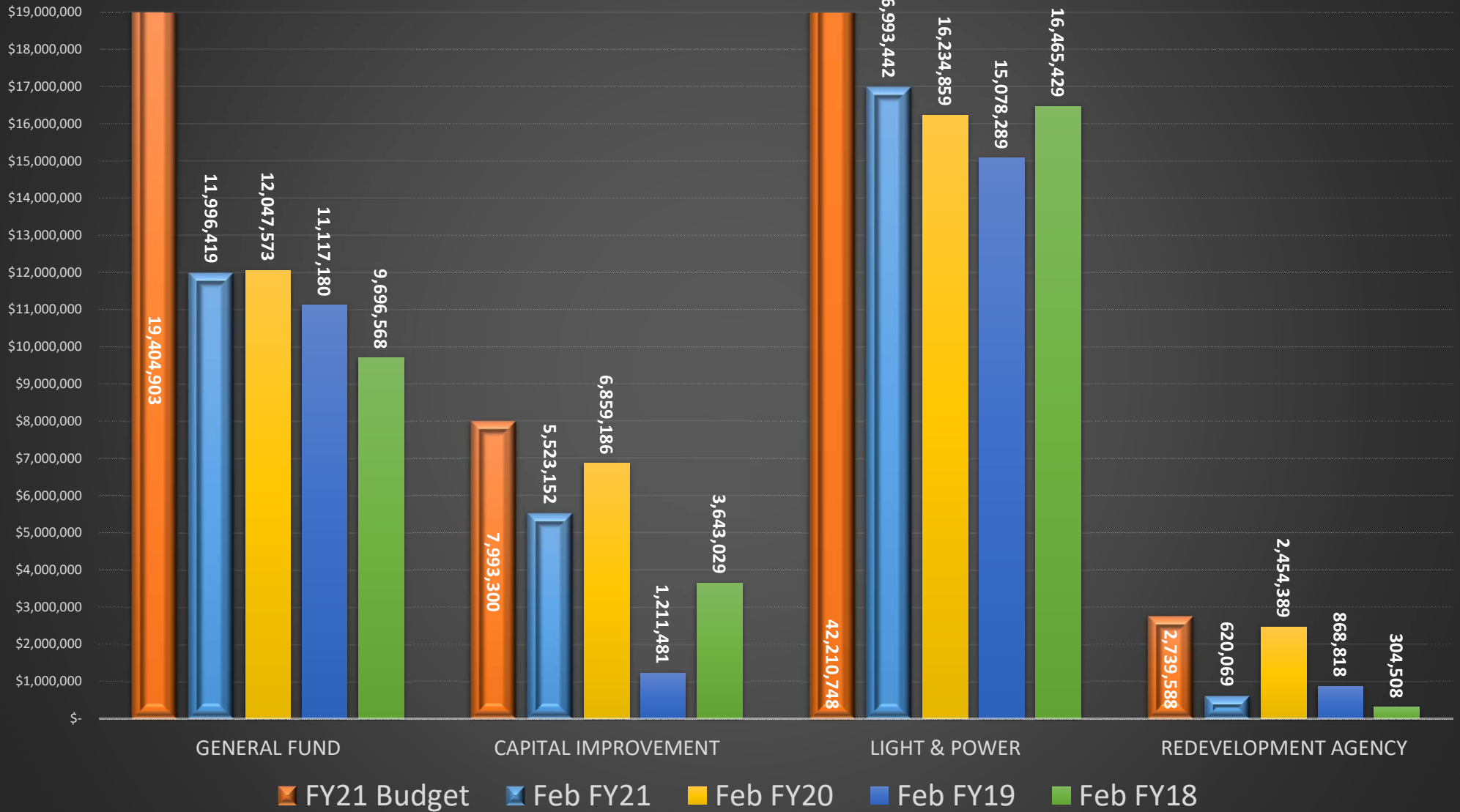
** END OF REPORT - Generated by Tyson Beck **

General Fund Detailed Expenditures - February 2021

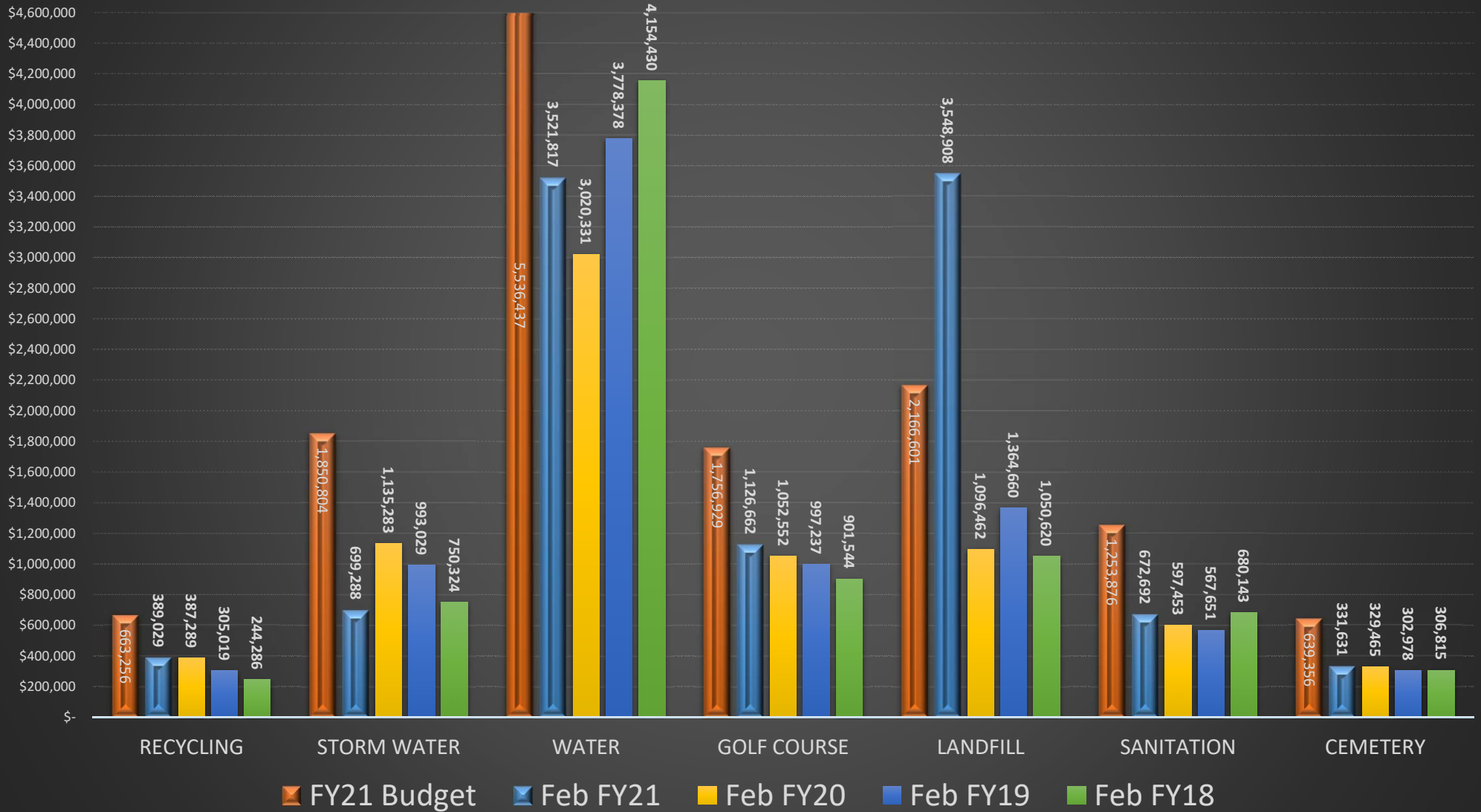
Fiscal 2021 YTD Expenditures Compared to the Fiscal 2021 Total Budget and the Expenditures of the Same Timeframe of the Past Three Fiscal Years



February 2021 YTD (Fiscal 2021) Expenses Compared to the Expenses of the Same Timeframe of the Past Three Fiscal Years



February 2021 YTD (Fiscal 2021) Expenses Compared to the Expenses of the Same Timeframe of the Past Three Fiscal Years



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City of Bountiful, UT
FEBRUARY 2021 YTD EXPENSES - FY2021

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FOR 2021 08

JOURNAL DETAIL 2021 1 TO 2021 6

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
10 GENERAL FUND							
4110 Legislative	748,486	748,486	276,746.23	31,060.84	.00	471,739.77	37.0%
4120 Legal	384,407	384,407	243,405.83	27,999.77	.00	141,001.17	63.3%
4130 Executive	180,854	180,854	130,458.30	19,948.99	.00	50,395.70	72.1%
4134 Human Resources	149,500	149,500	104,044.94	9,776.54	.00	45,455.06	69.6%
4136 Information Technology	440,057	440,057	319,998.25	25,864.14	.00	120,058.75	72.7%
4140 Finance	401,887	401,887	263,614.65	23,074.73	.00	138,272.35	65.6%
4143 Treasury	100,658	100,658	51,065.47	-1,307.33	.00	49,592.53	50.7%
4160 Government Buildings	117,771	117,771	76,469.51	8,670.34	.00	41,301.49	64.9%
4210 Police	7,004,137	7,004,137	4,314,103.89	479,509.77	.00	2,690,033.11	61.6%
4215 Reserve Officers	10,000	10,000	512.38	188.35	.00	9,487.62	5.1%
4216 Crossing Guards	151,049	151,049	66,317.74	10,312.25	.00	84,731.26	43.9%
4217 PROS	360,364	360,364	225,607.09	33,365.55	.00	134,756.91	62.6%
4218 Liquor Control	36,302	36,302	12,877.96	1,733.33	.00	23,424.04	35.5%
4219 Enhanced 911	595,000	595,000	398,179.03	46,739.51	.00	196,820.97	66.9%
4220 Fire	2,175,000	2,175,000	1,607,028.00	.00	.00	567,972.00	73.9%
4410 Streets	4,490,833	4,490,833	2,581,551.94	210,770.91	.00	1,909,281.06	57.5%
4450 Engineering	697,434	697,434	460,212.67	51,108.03	.00	237,221.33	66.0%
4510 Parks	1,040,469	1,040,469	646,457.59	47,133.21	.00	394,011.41	62.1%
4610 Planning	320,695	320,695	217,767.27	24,605.20	.00	102,927.73	67.9%
TOTAL GENERAL FUND	19,404,903	19,404,903	11,996,418.74	1,050,554.13	.00	7,408,484.26	61.8%
<hr/>							
30 DEBT SERVICE							
4710 Debt Sevice	25	25	9.13	1.20	.00	15.87	36.5%
TOTAL DEBT SERVICE	25	25	9.13	1.20	.00	15.87	36.5%
<hr/>							
44 MUNICIPAL BUILDING AUTHORITY							
4110 Legislative	253	253	161.60	20.93	.00	91.40	63.9%
TOTAL MUNICIPAL BUILDING AUTHORITY	253	253	161.60	20.93	.00	91.40	63.9%
<hr/>							
45 CAPITAL IMPROVEMENT							

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City of Bountiful, UT
FEBRUARY 2021 YTD EXPENSES - FY2021

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FOR 2021 08

JOURNAL DETAIL 2021 1 TO 2021 6

45	CAPITAL IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4110	Legislative	3,590,800	3,590,800	3,964,152.53	855,133.12	.00	-373,352.53	110.4%
4136	Information Technology	0	0	50,561.42	.00	.00	-50,561.42	100.0%
4140	Finance	41,000	41,000	16,404.22	1,508.95	.00	24,595.78	40.0%
4160	Government Buildings	0	0	49,636.00	.00	.00	-49,636.00	100.0%
4210	Police	432,000	432,000	54,632.00	54,632.00	.00	377,368.00	12.6%
4410	Streets	3,774,500	3,774,500	1,342,193.17	296,622.68	.00	2,432,306.83	35.6%
4450	Engineering	20,000	20,000	.00	.00	.00	20,000.00	.0%
4510	Parks	135,000	135,000	45,572.95	.00	.00	89,427.05	33.8%
	TOTAL CAPITAL IMPROVEMENT	7,993,300	7,993,300	5,523,152.29	1,207,896.75	.00	2,470,147.71	69.1%
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48	RECYCLING							
4800	Recycling	663,256	663,256	389,028.92	54,894.65	.00	274,227.08	58.7%
	TOTAL RECYCLING	663,256	663,256	389,028.92	54,894.65	.00	274,227.08	58.7%
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49	STORM WATER							
4900	Storm Water	1,850,804	1,850,804	699,288.42	45,827.22	.00	1,151,515.58	37.8%
	TOTAL STORM WATER	1,850,804	1,850,804	699,288.42	45,827.22	.00	1,151,515.58	37.8%
<hr/>								
51	WATER							
5100	Water	5,536,437	5,536,437	3,521,816.89	222,208.08	.00	2,014,620.11	63.6%
	TOTAL WATER	5,536,437	5,536,437	3,521,816.89	222,208.08	.00	2,014,620.11	63.6%
<hr/>								
53	LIGHT & POWER							
5300	Light & Power	42,210,748	42,210,748	16,993,442.14	1,694,017.54	.00	25,217,305.86	40.3%
	TOTAL LIGHT & POWER	42,210,748	42,210,748	16,993,442.14	1,694,017.54	.00	25,217,305.86	40.3%
<hr/>								
55	GOLF COURSE							

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City of Bountiful, UT
FEBRUARY 2021 YTD EXPENSES - FY2021

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FOR 2021 08		JOURNAL DETAIL 2021 1 TO 2021 6						
55	GOLF COURSE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5500	Golf Course	1,756,929	1,756,929	1,126,661.67	122,784.07	.00	630,267.33	64.1%
	TOTAL GOLF COURSE	1,756,929	1,756,929	1,126,661.67	122,784.07	.00	630,267.33	64.1%
57 LANDFILL								
5700	Landfill	2,166,601	2,166,601	3,548,908.13	95,215.55	.00	-1,382,307.13	163.8%
	TOTAL LANDFILL	2,166,601	2,166,601	3,548,908.13	95,215.55	.00	-1,382,307.13	163.8%
58 SANITATION								
5800	Sanitation	968,876	1,253,876	672,692.25	79,586.94	.00	581,183.75	53.6%
	TOTAL SANITATION	968,876	1,253,876	672,692.25	79,586.94	.00	581,183.75	53.6%
59 CEMETERY								
5900	Cemetery	639,356	639,356	331,631.20	37,538.38	.00	307,724.80	51.9%
	TOTAL CEMETERY	639,356	639,356	331,631.20	37,538.38	.00	307,724.80	51.9%
61 COMPUTER MAINTENANCE								
6100	Computer Maintenance	72,117	72,117	55,372.72	512.58	.00	16,744.28	76.8%
	TOTAL COMPUTER MAINTENANCE	72,117	72,117	55,372.72	512.58	.00	16,744.28	76.8%
63 LIABILITY INSURANCE								
6300	Liability Insurance	601,162	601,162	522,955.35	7,493.33	.00	78,206.65	87.0%
	TOTAL LIABILITY INSURANCE	601,162	601,162	522,955.35	7,493.33	.00	78,206.65	87.0%
64 WORKERS' COMP INSURANCE								

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City of Bountiful, UT
FEBRUARY 2021 YTD EXPENSES - FY2021

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FOR 2021 08		JOURNAL DETAIL 2021 1 TO 2021 6						
64	WORKERS' COMP INSURANCE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6400	Workers' Comp Insurance	309,038	309,038	344,536.28	36,262.51	.00	-35,498.28	111.5%
	TOTAL WORKERS' COMP INSURANCE	309,038	309,038	344,536.28	36,262.51	.00	-35,498.28	111.5%
<hr/>								
72	RDA REVOLVING LOAN FUND							
7200	RDA Revolving Loans	502,200	502,200	1,495.67	200.11	.00	500,704.33	.3%
	TOTAL RDA REVOLVING LOAN FUND	502,200	502,200	1,495.67	200.11	.00	500,704.33	.3%
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73	REDEVELOPMENT AGENCY							
7300	Redevelopment Agency	2,237,388	2,237,388	618,573.47	6,494.11	.00	1,618,814.53	27.6%
	TOTAL REDEVELOPMENT AGENCY	2,237,388	2,237,388	618,573.47	6,494.11	.00	1,618,814.53	27.6%
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74	CEMETERY PERPETUAL CARE							
7400	Cemetery Perpetual Care	1,390	1,390	977.99	124.69	.00	412.01	70.4%
	TOTAL CEMETERY PERPETUAL CARE	1,390	1,390	977.99	124.69	.00	412.01	70.4%
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83	RAP TAX							
8300	RAP Tax	878,451	878,451	531,092.11	460,467.92	.00	347,358.89	60.5%
	TOTAL RAP TAX	878,451	878,451	531,092.11	460,467.92	.00	347,358.89	60.5%
<hr/>								
92	OPEB TRUST							
9200	OPEB Trust	0	0	22,456.86	2,807.77	.00	-22,456.86	100.0%
	TOTAL OPEB TRUST	0	0	22,456.86	2,807.77	.00	-22,456.86	100.0%
	GRAND TOTAL	87,793,234	88,078,234	46,900,671.83	5,124,908.46	.00	41,177,562.17	53.2%

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City Council Staff Report



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

Author: Lloyd Cheney, City Engineer

Department: Engineering

Date: April 13, 2021

Background

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

Analysis

In January of this year, the City and the Sewer District Board adopted a resolution declaring their intent to adjust the District's boundary. In order to complete the process, it is necessary for the City and the District to hold public hearings and receive public comment. The District will hold a separate public hearing on April 15, 2021. At the conclusion of the public hearings, the Sewer District Board and the City Council may take action to adopt the boundary adjustment, unless a "requisite number of protests are filed". The final step in the process requires the District to file a notice with the Lt. Governor's office.

Department Review

This report has been reviewed by the City Manager.

Significant Impacts

No impacts to the services currently provided are anticipated.

Recommendation

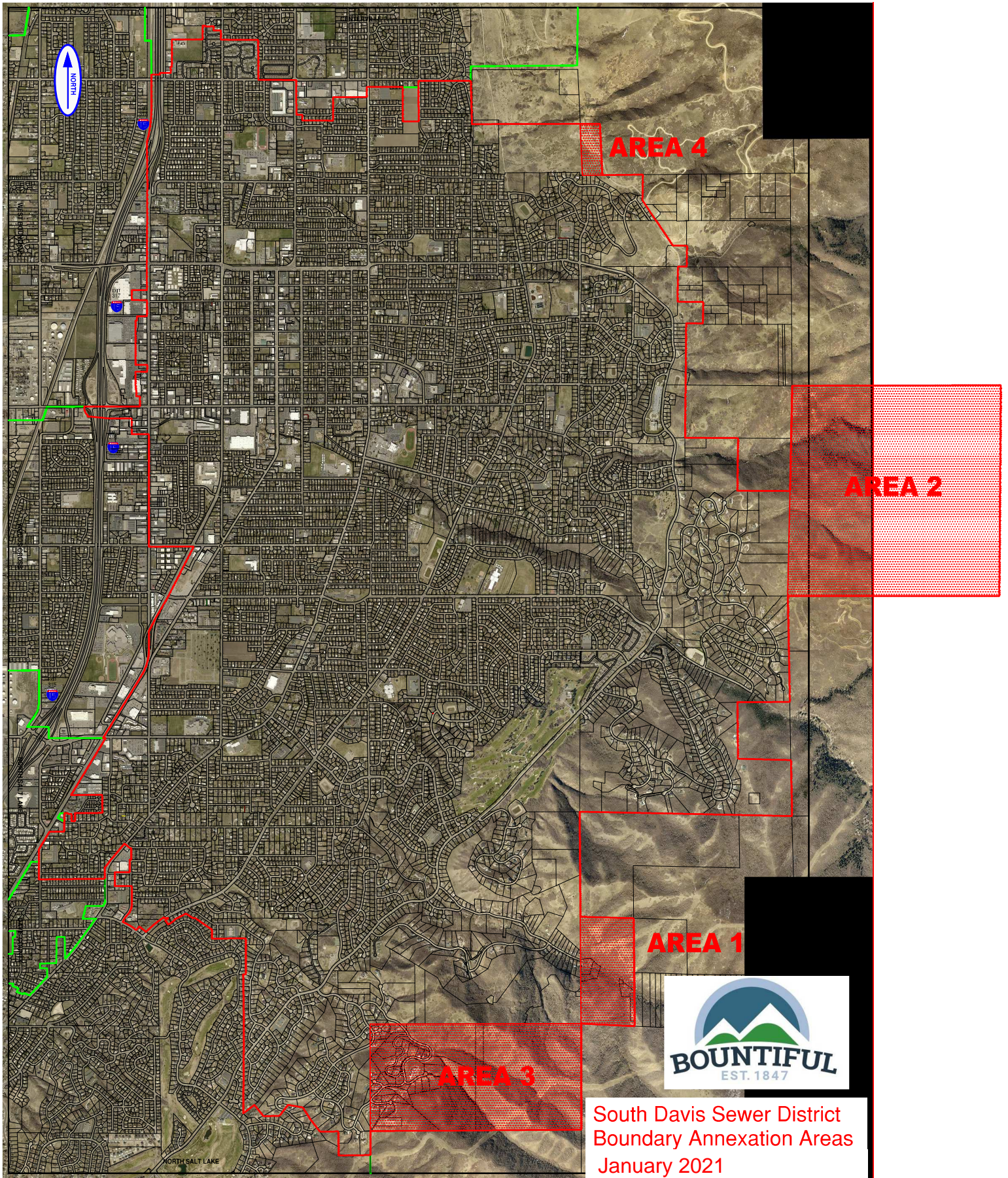
1. Staff recommends the City Council hold the required **Public Hearing**.
2. After considering comments from the public, staff recommends the City Council adopt Joint Resolution 2021-10, which approves the adjustment to the boundary of the South Davis Sewer District within Bountiful City and authorize the Mayor to sign the Local Entity Plat.

Attachments

Annexation Area Exhibit

A copy of the Joint Resolution

A copy of the Local Entity Plat



**JOINT RESOLUTION
OF THE
SOUTH DAVIS SEWER DISTRICT (Resolution No. 177)
AND OF
BOUNTIFUL CITY (Resolution No. 2021-10)
APPROVING AN ADJUSTMENT TO THE BOUNDARY OF THE DISTRICT TO
INCLUDE MORE OF THE CITY**

WHEREAS, the South Davis Sewer District (“South Davis”) owns and operates a sewage collection, treatment and disposal system that provides sanitary sewer services within southern Davis County, Utah, including within the boundaries of Bountiful City (the “City”);

WHEREAS, even though South Davis is the exclusive provider of sanitary sewer services within the City, due to municipal annexations, some portions of the City are not within the boundaries of South Davis;

WHEREAS, South Davis and the City are desirous of South Davis serving the affected area, which is described in attached Exhibit “A” which is incorporated herein by reference (the “Affected Area”), which is presently located within the boundaries of the City but is not part of South Davis, and to have the Affected Area legally be part of South Davis; and

WHEREAS, Utah Code Ann. §§ 17B-1-503(1) and -417 provide a procedure whereby the boundaries of South Davis may be adjusted to include more of the City; and

WHEREAS, a Joint Resolution of South Davis and of the City Declaring an Intent to Adjust the Boundary of the District to Include More of the City was adopted by the Board of Trustees of South Davis and by the City Council of the City; and

WHEREAS, the South Davis Board of Trustees has held a public hearing on the proposed adjustment of South Davis’ boundary to include the Affected Area after having provided public notice as required by law; and

WHEREAS, the City Council of the City has held a public hearing on the proposed adjustment of South Davis’ boundary to include the Affected Area after having provided public notice as required by law; and

WHEREAS, no protests or an insufficient number of protests to the boundary adjustment have been filed by owners of private land within the affected area or by registered voters residing within the Affected Area; and

WHEREAS, all statutory requirements preparatory to the adoption of this Joint Resolution have been satisfied; and

WHEREAS, the South Davis Board of Trustees, after having considered any comments made at the South Davis public hearing and the reasons for the proposed boundary adjustment, and the City Council of the City, after having considered any comments made at the City public hearing and the reasons for the proposed boundary adjustment, deem it to be in the best interests of both South Davis and the City and their residents and customers, and the owners of land in the Affected Area, for the Affected Area, in effect, to be annexed as part of South Davis and for South Davis to provide sanitary sewer services to the Affected Area in accordance with this Joint Resolution.

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

1. That this Resolution is adopted by the respective legislative bodies for the purpose of fulfilling and complying with the requirements of Utah Code Ann. § 17B-1-417(4) relating to adjusting the boundary of South Davis to include more of the City by annexing the Affected Area into South Davis.

2. That the Board of Trustees of South Davis has determined and hereby does determine the proposed boundary adjustment to be equitable and necessary under the circumstances.

3. That the City Council of the City has determined and hereby does determine the proposed boundary adjustment to be equitable and necessary under the circumstances.

4. That the proposed boundary adjustment, which will include the Affected Area as part of South Davis, as described and depicted in attached Exhibit “A” which is incorporated by reference as part of this Joint Resolution, is hereby approved, with the boundary adjustment to be effective upon the Lieutenant Governor’s issuance of a certificate of boundary adjustment under Utah Code Ann. §§ 17B-1-417(7) and 67-1a-6.5.

5. That, from and after the effective date of this boundary adjustment, the Affected Area shall be annexed to and be part of South Davis.

6. That the Chairman of the South Davis Board of Trustees, acting for the Board, shall be and hereby is authorized and instructed to issue a written notice of the boundary adjustment (the “notice of impending boundary action”) for delivery to the Lieutenant Governor, including a certification by the South Davis Board of Trustees that all requirements for the boundary adjustment have been complied with.

7. That the General Manager of South Davis is instructed, within thirty days after the adoption of this Joint Resolution by the later of the legislative bodies to adopt the Resolution, to file with the Lieutenant Governor a copy of the notice of impending boundary action and a copy of an approved final local entity plat.

8. That, after the Lieutenant Governor has issued the Certificate of Boundary Adjustment to South Davis, South Davis' General Manager is instructed to submit to the Davis County Recorder for recordation the following documents: the original notice of impending boundary action; the certificate of boundary adjustment issued by the Lieutenant Governor; an approved final local entity plat; and a certified copy of this Joint Resolution. After those documents have been recorded, South Davis may levy and collect a property tax on the Affected Area and may otherwise proceed as allowed by Utah Code Ann. §§ 17B-1-417(7) and 59-2-305.5.

9. That this Resolution has been placed on the agenda of meetings of the legislative bodies of South Davis and the City and this action is taken in compliance with the Utah Open and Public Meetings Act.

10. That this Joint Resolution shall take effect upon its approval and adoption by the later of the legislative bodies to act on this Resolution, but the annexation shall not be complete until the Lieutenant Governor issues a Certificate of Boundary Adjustment as provided in paragraph 4 above and South Davis may not assess a property tax against the Affected Area until the recordings referenced in paragraph 8 above have been completed.

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

SOUTH DAVIS SEWER DISTRICT

Date: _____

By: _____

Dee C. Hansen, Chairman

ATTEST:

Mark Katter, Clerk

STATE OF UTAH,)
) SS.
COUNTY OF DAVIS)

On the _____ day of _____, 2021, personally appeared before me Dee C. Hansen who, being duly sworn, did say that he is the Chairman of the South Davis Sewer District Board of Trustees and that the foregoing instrument was duly authorized by the Board of Trustees and signed on behalf of said Board of Trustees.

.. Notary Public ..

BOUNTIFUL CITY

Date: _____

By: _____
Randy C. Lewis, Mayor

ATTEST:

Shawna Andrus, City Recorder

STATE OF UTAH,)
) SS.
COUNTY OF DAVIS)

On the _____ day of _____, 2021, personally appeared before me Randy C. Lewis who, being duly sworn, did say that he is the Mayor of the City of Bountiful, Utah, and that the foregoing instrument was duly authorized by the City Council and signed on behalf of said City Council.

.. Notary Public ..

EXHIBIT "A"
(Legal Description of Affected Area)

ANNEXATION AREA 1 DESCRIPTION

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

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

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

CONTAINS 81.68 ACRES.

ANNEXATION AREA 2 DESCRIPTION

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

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

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

CONTAINS 631.82 ACRES.

ANNEXATION AREA 3 DESCRIPTION

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

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

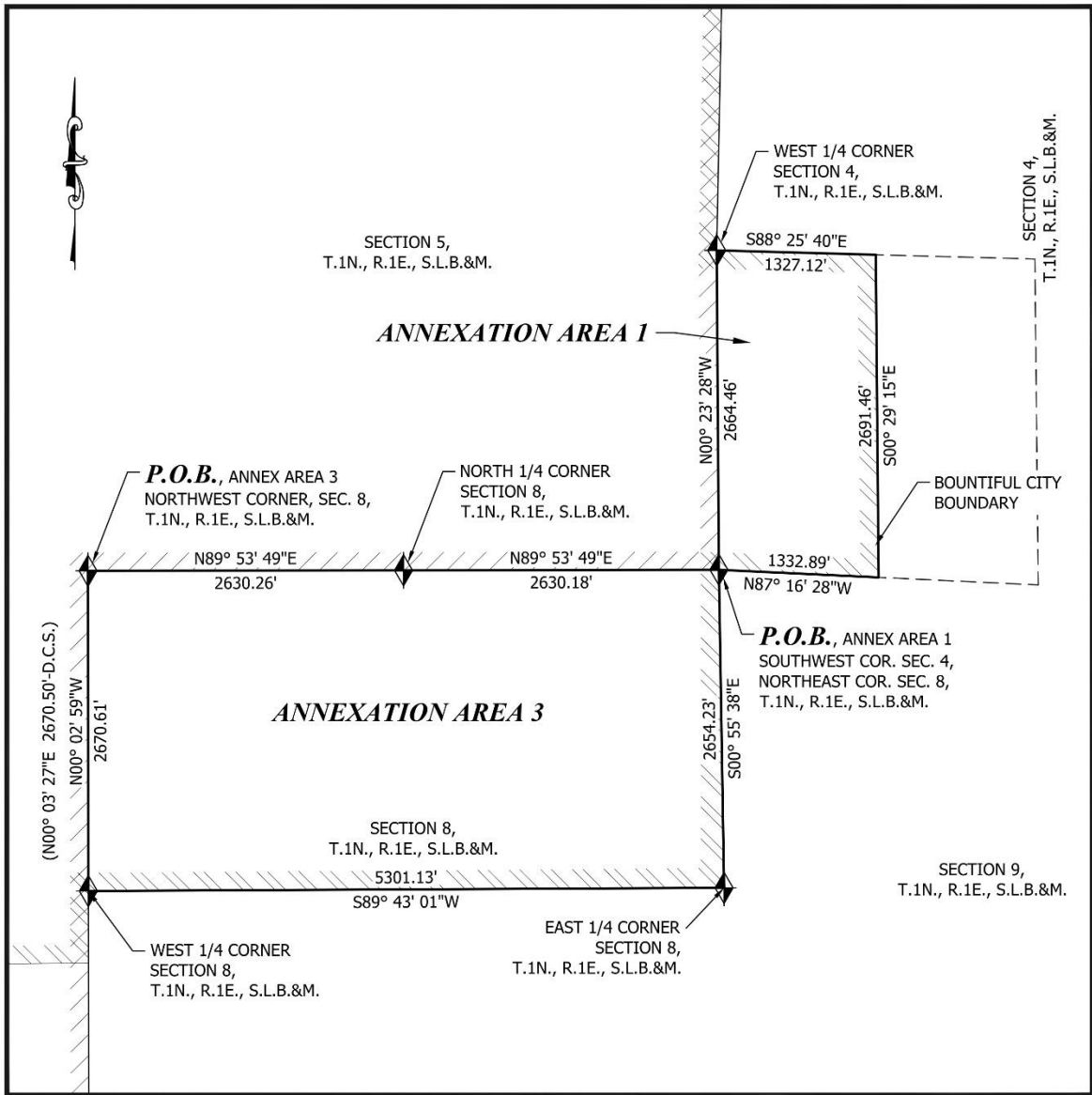
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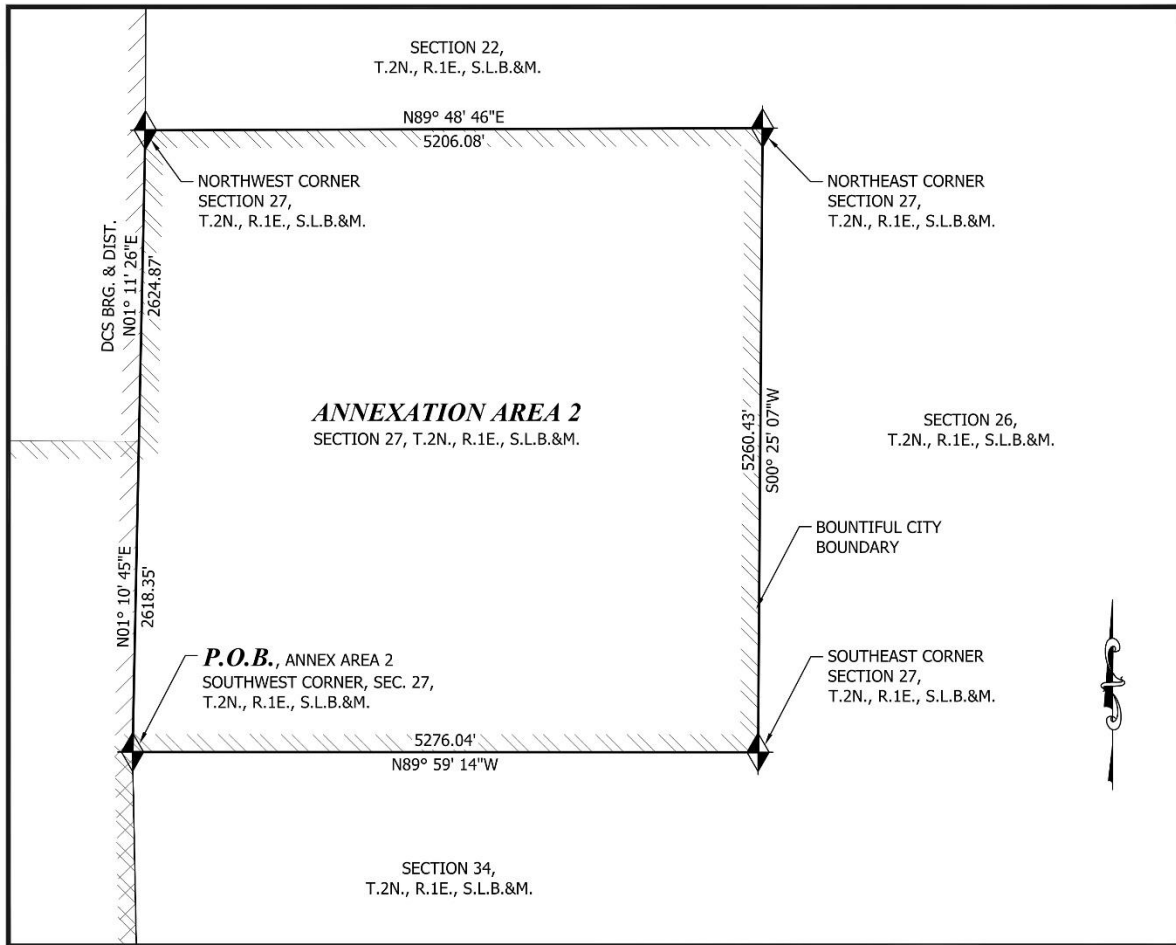
CONTAINS 322.75 ACRES.

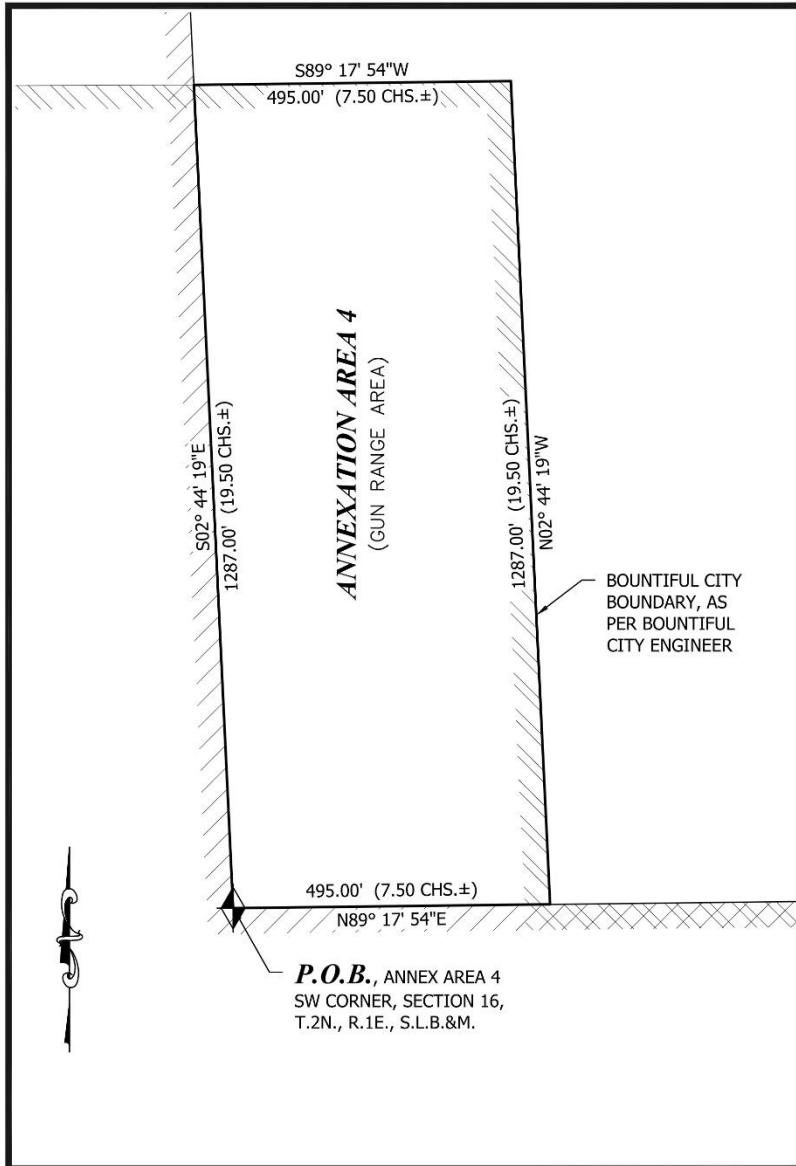
ANNEXATION AREA 4 DESCRIPTION

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

CONTAINING 14.62 ACRES.







LOCAL ENTITY PLAT

ANNEXATION OF MULTIPLE AREAS TO THE SOUTH DAVIS SEWER DISTRICT
LOCATED WITHIN BOUNTIFUL CITY, DAVIS COUNTY, UTAH

INCLUDING THE SW 1/4 OF THE SW 1/4 OF SECTION 4 AND THE NORTH 1/2 OF SECTION 8, TOWNSHIP 1 NORTH, RANGE 1 EAST
AND PART OF THE SW 1/4 OF SECTION 16 AND ALL OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 1 EAST, S.L.B.&M.

SURVEYOR'S CERTIFICATE

I, JEREMIAH R. CUNNINGHAM, A PROFESSIONAL LAND SURVEYOR ACCORDING TO THE LAWS OF THE STATE OF UTAH, DO CERTIFY THAT ACCORDING TO THE LAWS OF THE STATE OF UTAH, UTAH ANNOTATED CODE 17-23-20, THIS IS A TRUE AND ACCURATE MAP OF THE AREAS OF LAND TO BE ANNEXED TO SOUTH DAVIS SEWER DISTRICT, DAVIS COUNTY, UTAH.

APPROVED BY SOUTH DAVIS SEWER DISTRICT

APPROVED AND ACCEPTED BY SOUTH DAVIS SEWER DISTRICT ON THIS ____ DAY OF _____, 20 ____.

APPROVED: DEE C. HANSEN, CHAIRMAN ATTEST: MARK KATTER, CLERK

SOUTH DAVIS SEWER DISTRICT ACKNOWLEDGEMENT

ON THE ____ DAY OF _____, 2021, THERE PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, DEE C. HANSEN, WHO BEING BY ME DULY SWORN DID SAY THAT HE IS THE CHAIRMAN OF THE SOUTH DAVIS SEWER DISTRICT BOARD OF TRUSTEES, AND THAT SAID INSTRUMENT WAS DULY AUTHORIZED BY THE BOARD OF TRUSTEES AND SIGNED ON BEHALF OF SOUTH DAVIS SEWER DISTRICT.

NOTARY PUBLIC _____

RESIDENCE _____

MY COMMISSION EXPIRES _____

APPROVED BY BOUNTIFUL CITY

APPROVED AND ACCEPTED BY BOUNTIFUL CITY ON THIS ____ DAY OF _____, 20 ____.

APPROVED: RANDY C. LEWIS, MAYOR ATTEST: SHAWNA ANDRUS, CITY RECORDER

DAVIS COUNTY SURVEYOR

APPROVED BY THE DAVIS COUNTY SURVEYOR ON THIS ____ DAY OF _____, 20 ____.

MAX B. ELLIOT, DAVIS COUNTY SURVEYOR

DAVIS COUNTY RECORDER

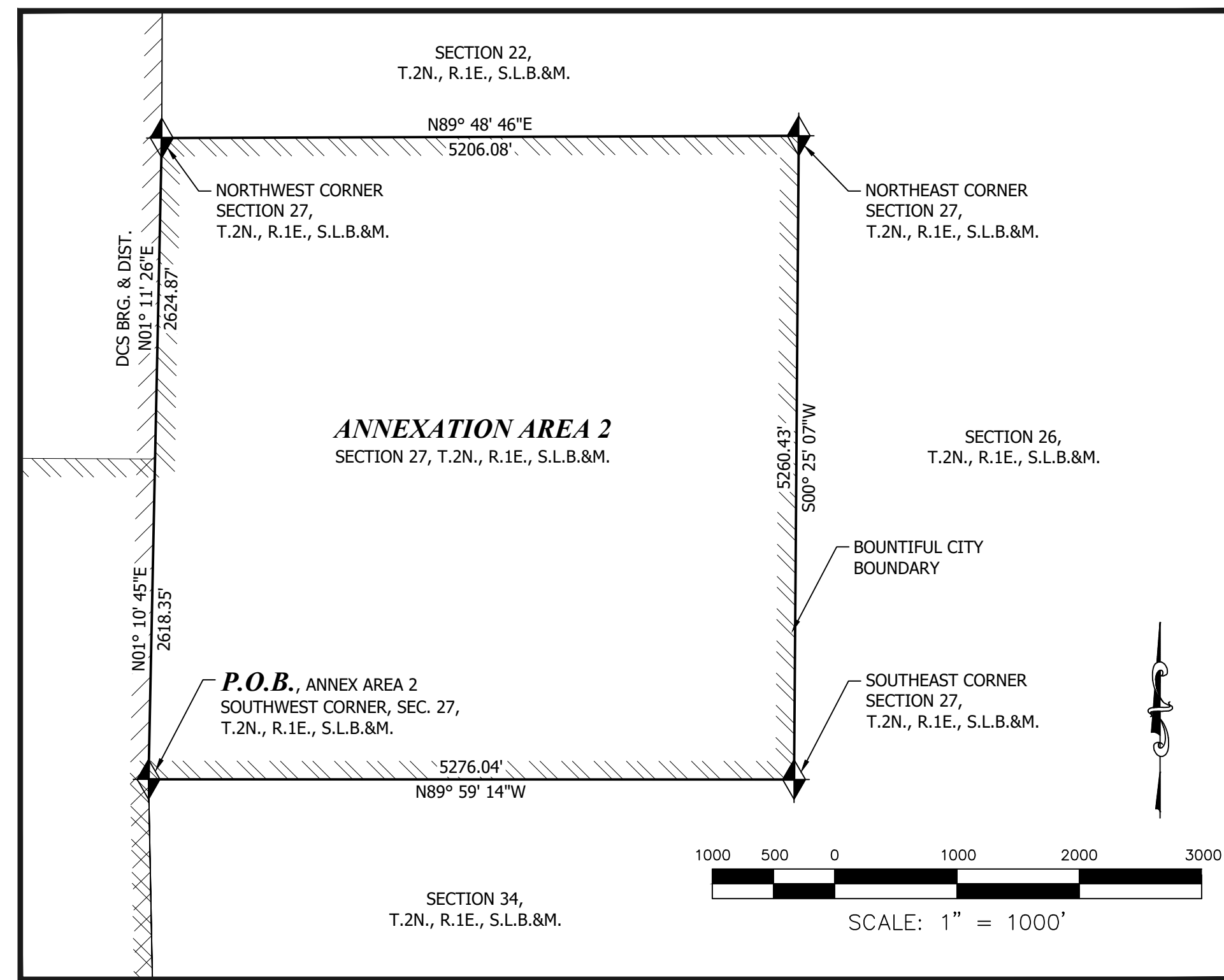
STATE OF UTAH, COUNTY OF DAVIS, RECORDED AND FILED AT THE REQUEST OF SOUTH DAVIS SEWER DISTRICT, DATE _____ TIME _____
BOOK _____ PAGE _____ REF _____

RICHARD T. MAUGHAN, DAVIS COUNTY RECORDER

 1470 South 600 West
Woods Cross, UT 84010
Phone 801.298.2236
www.Entellus.com
PROJ #1136007 DEW 10/01/2020
DEW 12/02/2020
DEW 01/26/2021

LEGEND

PROPERTY TO BE ANNEXED	
SECTION LINES	
TIES TO MONUMENT	
CITY BOUNDARY (AS LABELED)	
SOUTH DAVIS SEWER BOUNDARY	



ANNEXATION AREA 2 DESCRIPTION

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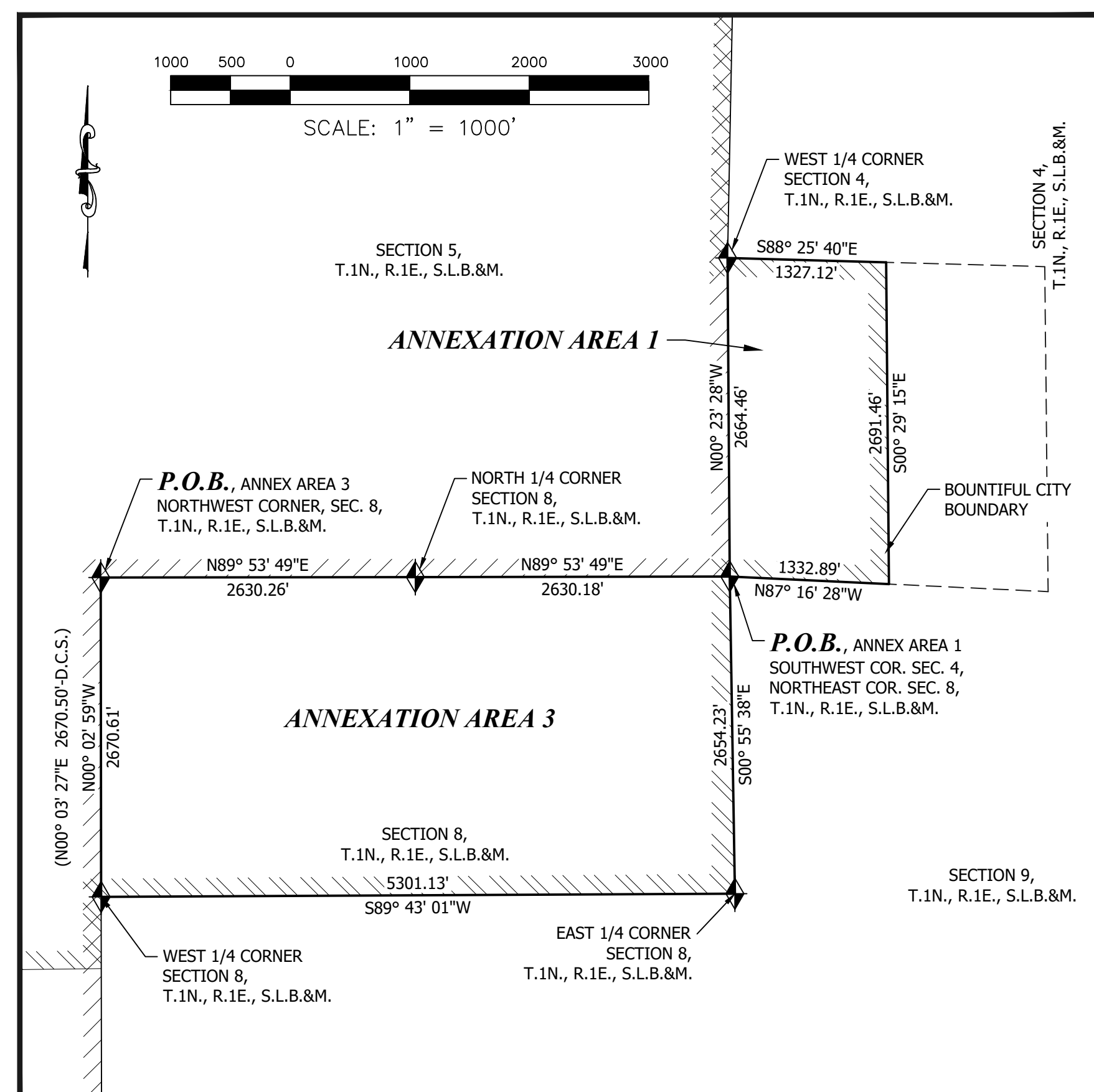
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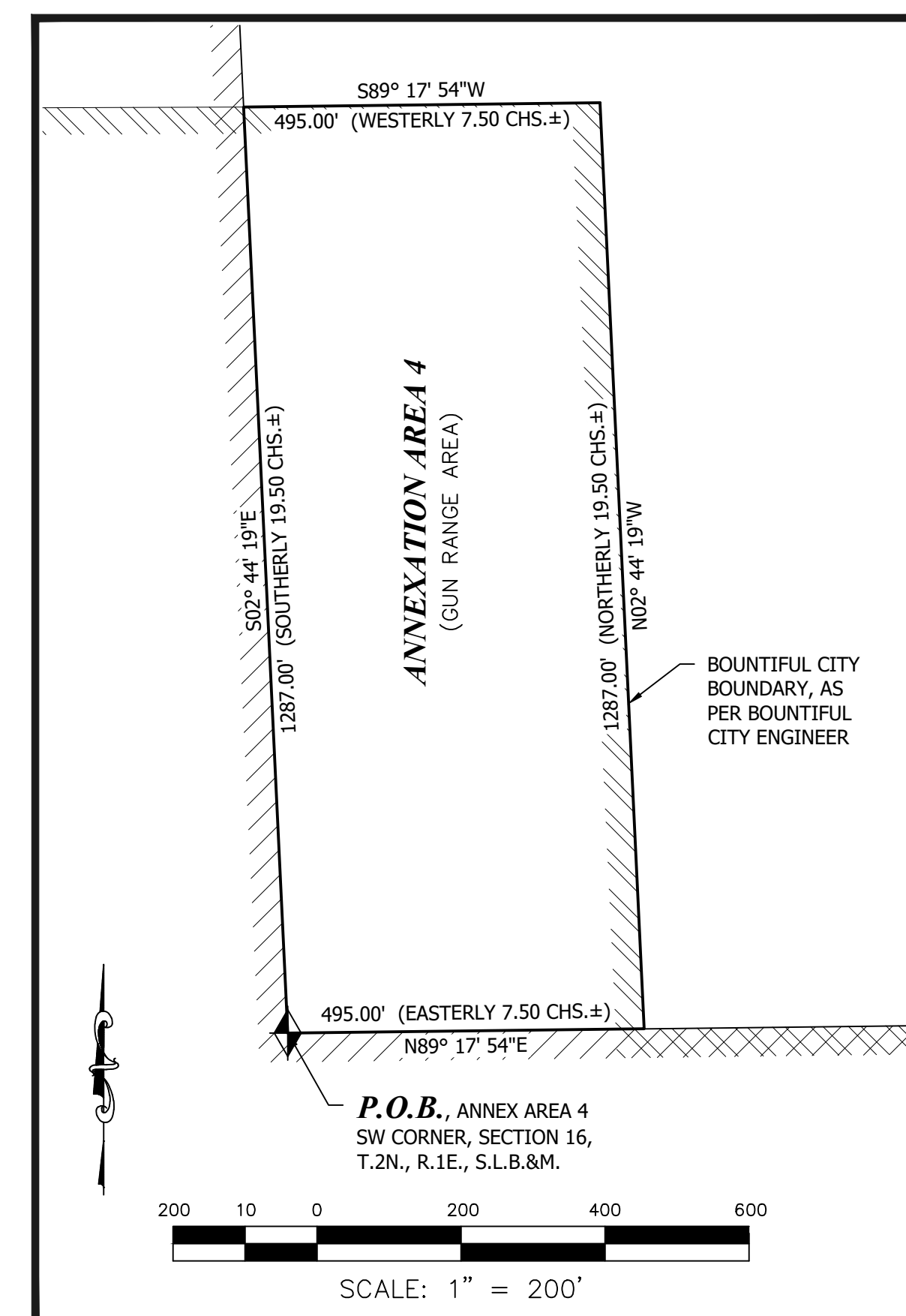
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CONTAINS 322.75 ACRES.



City Council Staff Report

Subject: Amended Site Plan for Construction of a New Vehicle Service Business
Author: Curtis Poole, City Planner
Address: 273 West 500 South
Date: April 13, 2021



Background

The Applicant, Charlie Openshaw on behalf of CJO Holdings, LLC, requests an amended site plan review for a vehicle service business, an express oil change, located at 273 West 500 South. The proposed use will be located within the 5th South Plaza, which is located within the C-G (General Commercial) subzone. 5th South Plaza does not include the Chase Bank property or the Panda Express property. The subject property is surrounded by other commercial uses in the C-G subzone. The new business would be located adjacent to the Panda Express building and across 500 South from the Sinclair convenience store.

The Applicant previously applied for an amended site plan review in 2016. That proposal also showed demolition of the Barbacoa building and replacing it with a 4,000 square foot office building. The Applicant requested a reduction in parking from 201 to 112 stalls. That site plan was reviewed by the Planning Commission and the City Council in December 2016. The Council approved the site plan and reduction in parking. Since that time, no further action was taken by the Applicant on that approval and the application expired. Bountiful Land Use Code states that site plan approvals expire within one (1) year of the final decision.

The Applicant recently submitted an updated application. The Commission reviewed this item and held a public hearing at its February 16, 2021 meeting. After a discussion of the parking reduction and nonconforming landscaping on the site, the Commission voted to table the item and directed Staff to review the Code to ensure whether it provided the flexibility to approve a nonconforming site plan that decreased the level of nonconformity. The staff report for that meeting is located [here](#).

Staff reviewed the current Code and found the Code did not provide flexibility for applications that would reduce the degree of nonconformity to be approved. Based upon significant research and internal discussions, Staff developed parameters for altering nonconforming uses. This text amendment was presented to the Planning Commission at its March 16, 2021 meeting and was forwarded to the City Council with a positive recommendation on a 6-0 vote. The Council reviewed and approved the text amendment at its March 23, 2021 meeting.

The Planning Commission reconsidered this application at its April 6, 2021 meeting, unanimously approved the conditional use request and has forwarded a positive

recommendation to the City Council for approval of the amended site plan and parking reduction on 7-0 vote.

Analysis

The Applicant proposes to demolish the existing vacant Barbacoa Grill and replace it with a smaller 1,400 square foot building closer to 500 South. Plans submitted show a redesigned parking lot and new landscaping.

Plans indicate the new Take 5 Oil Change building would be built closer to 500 South which would allow the Applicant to realign the parking stalls. Currently the site has 109 angled parking stalls and four (4) access points: three (3) from 500 South and one (1) from 200 West. Plans show one (1) of the access points from 500 South would be removed and replaced with curb, gutter and sidewalk. The Applicant is responsible for seeking approvals from UDOT as this portion of 500 South is a UDOT facility.

Plans indicate the new parking stalls with 90-degree angles with twenty-four-foot (24') drive aisles. By placing the new building closer to 500 South the Applicant can accommodate an additional five (5) stalls and make the ADA parking stalls compliant to current standards. The parking for this site does not include the Panda Express building or the Chase Bank property on the corner of 500 South and 200 West. There are no cross-parking agreements between these properties.

The Applicant requests a reduction in the City required parking of 210 stalls and has submitted an updated parking study from Hales Engineering. It should be noted the parking study showed the Applicant would be providing 112 parking stalls; however, with the proposed site redesign, the Applicant was able to accommodate an additional two (2) stalls. The study indicates a peak parking demand of ninety-one (91) vehicles. It further concludes the total parking in the area, including the Panda Express and Chase Bank, is sufficient because of different demands for each use. The peak for all sites was observed at 130 stalls with 201 total stalls available. The study does indicate that the adjacent properties should not be included in parking counts for 5th South Plaza, only indicating that observed parking trends show that patrons do not stay within the property lines of these sites. Staff finds that by realigning the parking it would improve the parking congestion currently experienced and meet parking demands; however, the parking study is based upon current uses and any change in uses to 5th South Plaza in the future may require an additional parking analysis prior to approval.

Renderings show a single-story building with stucco façade and stone accents. A tower parapet is located on the northeast corner of the building which breaks up the horizontal view from 500 South. Pedestrian entrance to the building would be from the west with vehicle stack-lanes extending from the south of the building. The architectural features and design meet the standards of the Code.

Removing an access to 500 South would enable the Applicant to accommodate additional landscaping along 500 South improving the views along this busy corridor. The Applicant

proposes to add street trees in front of and ornamental/shade trees around the new Take 5 Oil Change building. Additional trees would be placed as a buffer between 5th South Plaza and the Panda Express property. Staff suggests that the Applicant add additional shrubs or plant material to this landscape buffer to mitigate the potential heat island caused by the rock mulch. Although the approved current landscaping does not meet the current standards of the Code, the additional landscape increases the percentage of landscaping and decreases the level of nonconformity.

Bountiful City Light and Power requests to formalize an easement to help run power to the new Take 5 Oil Change building. Plans show the dumpster would be kept inside an enclosure and the building materials for the enclosure should match the proposed building. The proposal also shows the dumpster enclosure would be screened with landscaping.

The use proposed by the Applicant, an express oil change business, is an allowed use with conditions. Take 5 Oil Change is a pull-through express oil change business where customers remain in their cars throughout the process. The proposed plans indicate three (3) vehicle bays with sufficient vehicle stacking lanes behind the bays. The Code requires three (3) stacking spaces for each “service or device.”

Analysis of Nonconformities

The current layout of the property substantially matches what was originally approved as the Fashion Village Mall in 1977. Based upon available information, Staff finds the development met the standards of the 1965 City Code. Other than interior building tenant remodels Staff has found no permits or approvals indicating changes or alterations to landscaping, parking or to change the footprint of the buildings since the development was completed.

During the February 16, 2021 meeting, Staff noted the existence of the landscaping and parking nonconformities for the site. In addition to these nonconformities, Staff has found additional nonconformities that would be eliminated by the alterations proposed by the Applicant. For example, the drive aisle to the east of the Barbacoa building is approximately five feet (5') narrower than is permitted by code and multiple ADA parking stalls do not meet current standards. These nonconformities would be eliminated with the proposed amendment to the site plan.

The amended Land-Use Code states the following regarding nonconformities:

14-2-402 GENERAL PROVISIONS

- A. *Continuation. A nonconformity in any zone may be continued as provided so long as no additions or enlargements are made thereto and no structural alterations are made therein, except as provided in this Chapter or as may be required by law. If any nonconformity is removed from the property on which it was located, it shall not be replaced unless it conforms to the current provisions of this Title.*

- B. *Maintenance and Repair. Repairs and structural alterations may be made to any nonconformity within the existing footprint thereof provided that the degree of nonconformity is not increased.*
- C. *Alteration and Modification. Any expansion of a nonconformity that increases the degree of nonconformance is prohibited. Alterations, modifications or changes to a noncomplying structure or site or nonconforming use may be allowed only if the proposed alteration, modification or change reduces and mitigates the degree of the existing nonconformity, is in harmony with the surrounding neighborhood and is consistent with the General Plan. When considering if an alteration, modification or change may be approved, the Planning Commission shall consider whether all the following factors are reduced or mitigated, where applicable:*
 - 1. *Setback restrictions,*
 - 2. *Height restrictions,*
 - 3. *Aesthetics,*
 - 4. *Landscaping,*
 - 5. *Parking,*
 - 6. *Traffic and pedestrian circulation*

An application to alter, modify or change a nonconforming use or site shall be reviewed by the Planning Commission. For purposes of this Section, the addition of a solar energy device to a building is not an expansion.

...

Staff finds the following nonconformities pertaining to the 5th South Plaza site:

- 1. Landscaping (currently 7% of the total site - should be 15%)
- 2. Drive aisle width adjacent to Barbacoa (currently 12' – should be 15')
- 3. Parking requirement (currently 109 stalls – should be 210)
- 4. ADA parking (6 stalls do not have minimum 96" access aisle)

Staff further finds the amended site plan application mitigates the degree of the existing nonconformity, is in harmony with the surrounding neighborhood and is consistent with the General Plan and finds the proposal submitted by the Applicant makes substantial improvements to the site because of the following:

- 1. Setback restrictions – there are no current setback nonconformities on the site and the proposed structures comply with the current setback standards in the Code.
- 2. Height restrictions – there are no current height nonconformities on the site and the proposed structure comply with the current height standards in the Code.
- 3. Aesthetics – the proposed application improves the aesthetics of the site by demolishing an old, dilapidated building and provides a new structure that uses building materials that are consistent with the adjacent properties and neighborhood. Additionally, the Applicant proposes an additional 1.5% landscaping to the site.

4. Landscaping – the proposal does not meet the requirement of fifteen percent (15%); however, the Applicant proposes a 1.5% increase in landscaping and an addition of trees on the site.
5. Parking – the application decreases the nonconformity in both parking (adding 5 stalls) and provides better ADA compliant stalls. The proposal also includes a change in the parking layout from angled parking to 90-degree parking which would improve circulation. Although the Applicant does not meet the current 210 parking stall requirement under the Code, it does propose 114 stalls, which is an increase of five (5) stalls for the site. Additionally, section 14-18-104, E of the Code authorizes the Land Use Authority to reduce the parking requirement based upon mixed-use or staggered parking intensities. The Applicant has provided a parking study that states the proposed number of 114 stalls exceeds the necessary amount of parking stalls for the site as the study found a peak parking demand of ninety-one (91) vehicles.
6. Traffic and pedestrian circulation – the proposed traffic circulation would be a substantial improvement because it removes one of the small inefficient drive approaches, eliminates the current one-way traffic flow, eliminates a nonconforming drive aisle and provides better ingress/egress to 500 South. Additionally, the Applicant has suggested a willingness to provide an easement to the City to the south of the existing building that would provide pedestrian access from 200 West to a park that will be built at the old Washington Elementary School site.

Department Review

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

Significant Impacts

This proposed use is located in an area with urban levels of infrastructure already in place. Redevelopment of properties along the 500 South corridor is critical to the economic stability of Bountiful as it represents a significant portion of the City's commercial inventory. The Applicant proposes to eliminate or reduce nonconformities associated with the site and mitigate ongoing nonconformities.

Recommendation

The Planning Commission has forwarded a positive recommendation to the City Council for approval of the amended site plan, including the parking reduction, with the following conditions:

1. Complete all redline correction.
2. Coordinate final easement location with Bountiful Light and Power.
3. Dumpster enclosure shall match the building material of the proposed Take 5 Oil Change building.

4. Receive construction permits and approvals from UDOT prior to applying for a building permit.
5. Pay fees and post an acceptable bond in the amount determined by the City Engineer.
6. Enter into an agreement with the City or provide a public access easement to the City to connect to the future park to be built at Washington Elementary.
7. A new parking analysis shall be conducted, which may include an updated parking study, when uses change within the development before a business license is issued.
8. Sign a Public Improvement Development Agreement.

Attachments

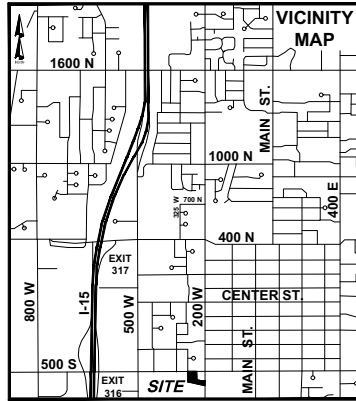
1. Aerial photo
2. Site Plan
3. Utility and Demo Plan
4. Landscape Plan
5. Building Elevations
6. Architectural Rendering
7. Parking Study
8. 5th South Unit Legend
9. Proposed Access Agreement

Aerial Photo



5TH SOUTH PLAZA - TAKE 5 OIL CHANGE

Located in the Northeast Corner of Block K,
North Mill Creek Plat, Bountiful Townsite Survey,
273 W. 500 S., Bountiful City, Davis County, Utah



FLOOD PLAN NOTES:

1. Mill Creek is located on the south portion of the property in an improved channel to contain said creek with its improvements and in a zone designation of Zone AE (No Base Flood Elevations determined) with the following elevation: Special Flood Hazard Areas (SFHAs) Subject to Inundation by the 1% Annual Chance Flood. The 1% annual chance flood (100-year), also known as the base flood, is the flood that has a 1% chance of being equaled or exceeded in any given year. The Special Flood Hazard Area is the area subject to flooding by the 1% annual chance flood. Area of Special Flood Hazard include Zones A, AE, AH, AO, AE, A99, V and VE. The Base Flood Elevation is the water-surface elevation of the 1% annual chance flood.
2. The existing buildings and parking lot of the property which is located North of Mill Creek is in an area having a zone designation of Zone "X" (Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1 foot chance flood).

Both designations are shown on FEMA FIRM map Number 48011C039E, with a date identification of June 18, 2007, with the Community Panel Number 394 of 375, in Davis County, Utah. Additional information was determined as designated on the Bountiful Interactive Website (<https://bountiful.megaco.gov>) with layer Special Flood Hazard Area (SFHA) Preliminary 2019 and the flood hazard information that was derived directly from the authoritative NFHL web services provided by FEMA (<https://msa.fema.gov>). This map was reported on 12/16/2020.

TABULATION TABLE			
	SQ. FT.	AC.	PERCENT
TOTAL AREA	115,118.71	2.64	100.0
BUILDING (EXISTING)	38,991.24	0.90	33.5
BUILDING (REMOVED)	2,972.18	0.07	
BUILDING (NEW)	1,423.00	0.03	
BUILDING TOTAL	37,542.06	0.86	32.5
IMPERVIOUS (EXISTING)	62,957.79	1.45	54.5
IMPERVIOUS (REMOVED)	16,185.08	0.37	
IMPERVIOUS (NEW)	15,210.10	0.35	
IMPERVIOUS TOTAL	61,982.81	1.42	54.0
LANDSCAPE (EXISTING)	7,706.73	0.18	7.5
LANDSCAPE (REMOVED)	2,155.86	0.05	
LANDSCAPE (NEW)	4,580.02	0.11	
LANDSCAPE TOTAL	10,130.89	0.23	9.0
MILL CREEK AREA	5,462.95	0.13	4.5
PARKING STALLS (EXISTING)	109 (8 ADA)		
PARKING STALLS (REMOVED)	70 (6 ADA)		
PARKING STALLS (NEW)	75 (6 ADA)		
PARKING STALLS TOTAL	114 (6 ADA)		

BOUNDARY DESCRIPTION:

BEGINNING ON THE SOUTH LINE OF 500 SOUTH STREET, SAID POINT BEING SOUTH 89°41'20" WEST 232.64 FEET ALONG THE SOUTH LINE OF SAID 500 SOUTH STREET FROM THE NORTHEAST CORNER OF LOT 2, BLOCK "K", NORTH MILL CREEK PLAT, BOUNTIFUL TOWN SITE SURVEY, IN THE CITY OF BOUNTIFUL, SAID NORTHEAST CORNER BEING SOUTH 89°41'20" WEST 33.00 FEET AND SOUTH 0°03'06" WEST 33.00 FEET FROM A BOUNTIFUL CITY SURVEY MONUMENT IN THE INTERSECTION OF 500 SOUTH STREET AND 200 WEST STREET, AND RUNNING; THENCE SOUTH 0°18'40" EAST 235.38 FEET; THENCE SOUTH 77°31'22" EAST 117.83 FEET; THENCE SOUTH 88°47'34" EAST 111.99 FEET TO THE WEST LINE OF 200 WEST STREET; THENCE SOUTH 0°56'20" WEST 146.80 FEET ALONG THE WEST LINE OF 200 WEST STREET TO THE CENTER LINE OF MILL CREEK; THENCE NORTH 77°30'40" WEST 495.01 FEET ALONG THE CENTER LINE OF SAID MILL CREEK; THENCE NORTH 0°18'40" WEST 301.53 FEET TO THE SOUTH LINE OF 500 SOUTH STREET; THENCE NORTH 89°41'20" EAST 259.05 FEET ALONG THE SOUTH LINE OF SAID 500 SOUTH STREET TO THE POINT OF BEGINNING.

AREA = 115,119 SQ.FT. / 2.64 ACRES

SITE INFORMATION:
Serial Number: 30035092
Address: 273 W. 500 S., Bountiful, Utah

OWNER / DEVELOPER:
Openshaw Properties/CJO Holdings, LLC
Walter "Charlie" Openshaw
2230 North University Parkway, Suite 6C
Provo, UT 84604
801-367-1444
charlesopenshaw@gmail.com

SURVEYOR, ENGINEER, PLANNER:
A.L.M. & Associates, Inc.
2230 North University Parkway, Suite 6D
Provo, UT 84604
(801) 374-6262 (801) 374-0085 FAX
MGreenwood@ALMonline.com

ARCHITECT:
Childrey Robinson Associates
1212 Kenilworth Avenue
Charlotte, North Carolina 28204
704-370-6000
www.ChildreyRobinson.com

ZONING INFORMATION:
Zone - C-G (General Commercial)

SHEET INDEX:
C1.0 COVER SHEET
C2.0 SITE PLAN
C3.0 UTILITY PLAN
C4.0 GRADING AND DRAINAGE PLAN
C5.0 DEMO PLAN
C6.0 SWPPP
C6-1 SWPPP DETAILS

SITE PLAN SYMBOL LEGEND

	STORM DRAIN LINE
	SANITARY SEWER LINE
	SEWER LATERAL
	WATER LINE
	WATER LATERAL
	ELECTRICAL LINE
	GAS LINE
	EXISTING FEATURES
	BOUNDARY LINE
	ADJACENT PROPERTY LINE
	PUBLIC UTILITY EAS. LINE
	SETBACK LINE
	IRRIGATION CONTROL VALVE
	WATER VALVE
	WATER METER
	FIRE HYDRANT
	SEWER MANHOLE
	CURB INLET BOX
	SD MANHOLE OR SUMP
	SD CATCH BASIN BOX
	LIGHT POLE
	EXISTING TREE
	BACK OF WALK
	EXISTING GROUND
	EDGE OF PAVEMENT/ASPHALT
	FINISH FLOOR ELEVATION
	FINISH GRADE
	FACE OF CURB
	INVERT OR FLOW LINE OF PIPE
	LINEAR FEET
	LIP OF GUTTER
	MANHOLE
	REINFORCED CONCRETE PIPE
	STORM DRAIN
	SQUARE FOOTAGE
	SANITARY SEWER
	TOP OF ASPHALT
	TOP BACK OF CURB
	TOP OF CONCRETE

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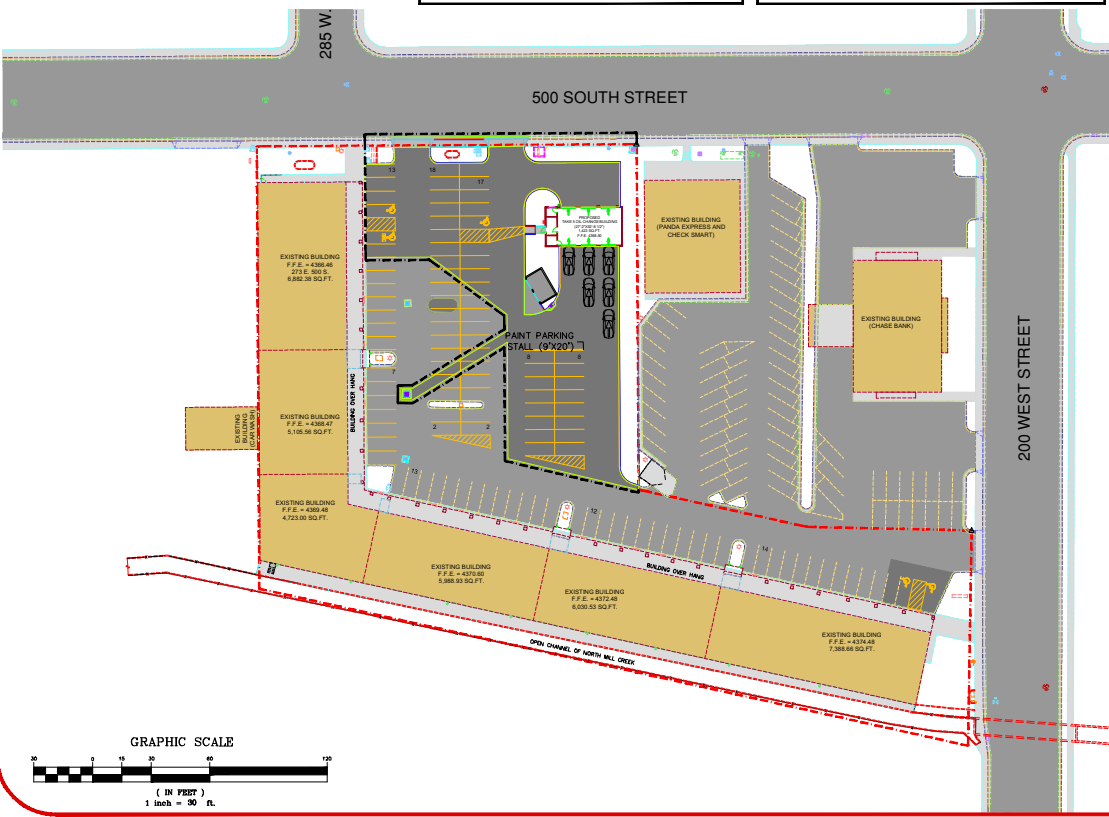


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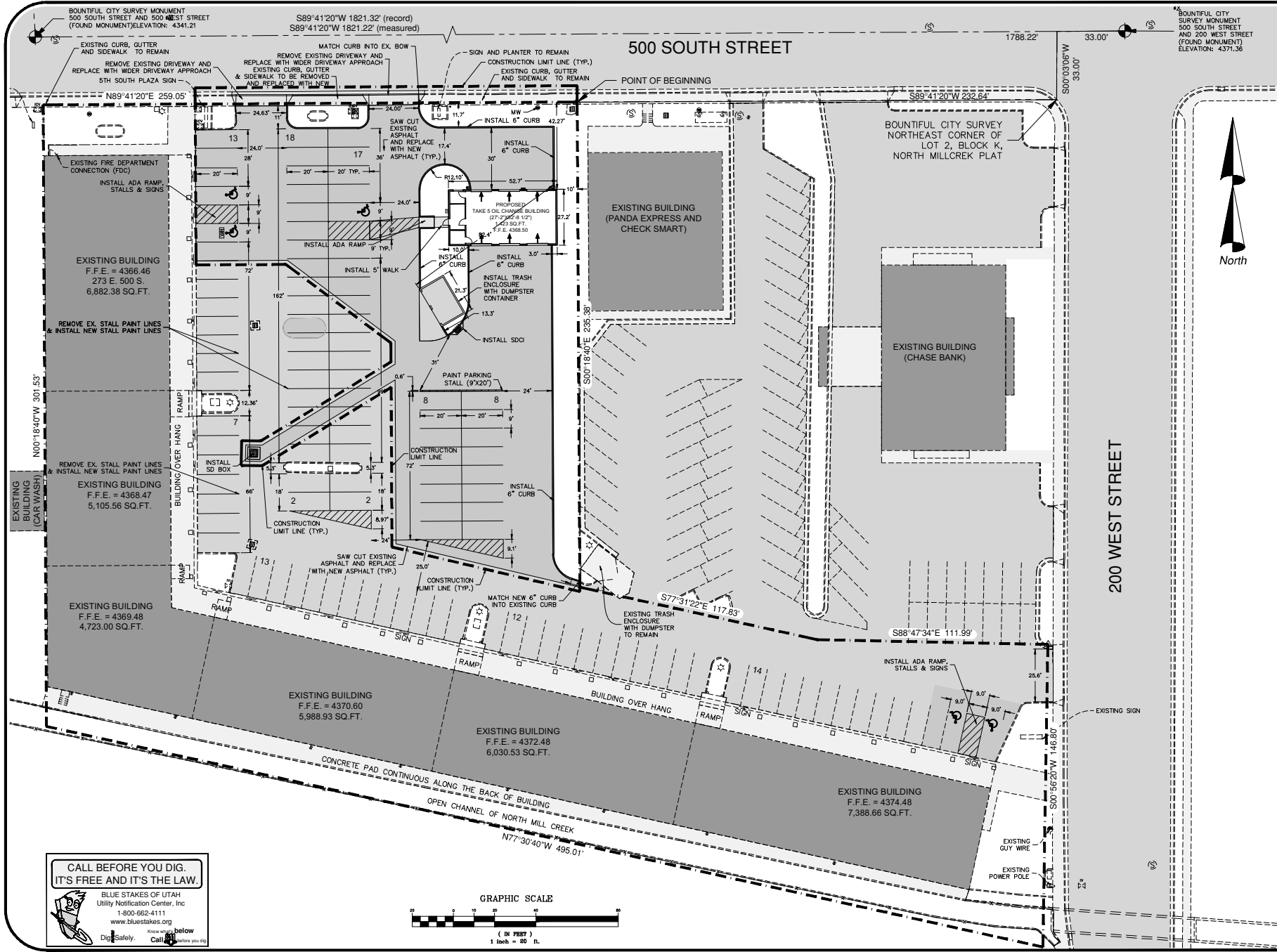
5TH SOUTH PLAZA - TAKE 5 OIL CHANGE
OPENSHAW PROPERTIES/CJO HOLDING, LLC
COVER SHEET

No.	Revision	Date

C1.0
OF SHEETS
Proj # 559-1771



- ### GENERAL NOTES:
1. APPLICATION FOR INSPECTION BY THE CITY OF BOUNTIFUL ENGINEERING DEPT. SHALL BE MADE BY THE CONTRACTOR AT LEAST 48 HOURS BEFORE THE INSPECTION SERVICES WILL BE REQUIRED.
 2. THE CONTRACTOR SHALL TAKE ALL NECESSARY AND PROPER PRECAUTIONS TO PROTECT ADJACENT PROPERTIES FROM ANY AND ALL DAMAGE THAT MAY OCCUR FROM STORM WATER RUNOFF AND/OR DEPOSITION OF DEBRIS RESULTING FROM ANY AND ALL WORK IN CONNECTION WITH CONSTRUCTION.
 3. PRIOR TO FINAL ACCEPTANCE, BOND RELEASES, AND A CERTIFICATE OF OCCUPANCY, A CERTIFIED LEGIBLE AS-BUILT DRAWING MUST BE SUBMITTED TO THE CITY OF BOUNTIFUL. AS-BUILT MUST SHOW ALL CHANGES AND ACTUAL FIELD LOCATIONS. IN THE ABSENCE OF CHANGES A COPY OF THE APPROVED DRAWINGS WILL BE REQUIRED STATED "INSTALLED AS PER DRAWINGS" AND CERTIFIED AS SUCH BY THE DEVELOPER/ENGINEER.
 4. EXISTING UTILITIES ARE LOCATED ON THE PLANS FOR THE CONVENIENCE OF THE CONTRACTOR ONLY. THE CONTRACTOR SHALL BEAR FULL RESPONSIBILITY FOR THE PROTECTION OF UTILITIES AND THE ENGINEER BEARS NO RESPONSIBILITY FOR UTILITIES NOT SHOWN ON THE PLANS OR NOT IN THE LOCATION SHOWN ON THE PLANS. THIS INCLUDES ALL SERVICE LATERALS OF ANY KIND.
 5. ALL GRADING SHALL CONFORM TO THE SOILS REPORT: ENGINEER, DATE, JOB NUMBER.
 6. EARTHWORK SHALL BE PERFORMED IN ACCORDANCE WITH THE GEOTECHNICAL REPORT AND PROJECT SPECIFICATIONS.
 7. PROTECTION AND REPLACEMENT OF SURVEY MONUMENTS OR PROPERTY STAKES NOT DELINEATED ON THE CONTRACT DRAWINGS SHALL BE THE CONTRACTORS RESPONSIBILITY. REPLACEMENT OF SURVEY MONUMENTS OR PROPERTY STAKES SHALL BE DONE TO Davis County STANDARDS.
 8. AFFECTED UTILITY COMPANIES SHALL BE NOTIFIED AT LEAST TWO (2) WORKING DAYS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
 9. MODIFICATIONS TO EXISTING UTILITIES SHALL CONFORM TO THE OWNERS UTILITY STANDARDS AND SPECIFICATIONS.
 10. THE CONTRACTOR SHALL TAKE REASONABLE MEASURES TO PROTECT EXISTING IMPROVEMENTS FROM DAMAGE AND ALL SUCH IMPROVEMENTS DAMAGED BY THE CONTRACTORS OPERATION SHALL BE REPAIRED OR RECONSTRUCTED TO THE ENGINEERS SATISFACTION AT THE EXPENSE OF THE CONTRACTOR.
 11. ALL OFFSITE AND ONSITE WATER AND SEWER FACILITIES UP TO WITHIN 5 FEET OF BUILDINGS SHALL BE CONSTRUCTED TO PUBLIC WORKS AND ENGINEERING STANDARDS.
 12. CONTRACTOR TO FOLLOW BOUNTIFUL CITY NOISE ORDINANCE STANDARDS.
 13. CONTRACTOR IS RESPONSIBLE FOR ALL OSHA REQUIREMENTS ON THE PROJECT SITE.
 14. ALL BOUNDARY CORNERS AND LOT CORNERS SHALL BE MARKED WITH SURVEY MARKERS AS SHOWN IN THE STANDARD PLANS.
 15. CONTRACTOR TO CONTACT BLUE STAKES FOR MARKING OF EXISTING UTILITIES PRIOR TO PERFORMING ANY EXCAVATION.
 16. BOUNTIFUL CITY STANDARD SPECIFICATIONS AND PLANS TO BE USED IN CONJUNCTION WITH APPA MANUAL OF STANDARD SPECIFICATIONS AND PLANS. BOUNTIFUL CITY STANDARD SPECIFICATIONS AND PLANS SHALL TAKE PRECEDENCE OVER APPA STANDARD SPECIFICATIONS AND PLANS.
 17. ALL LANDSCAPED AREAS SHALL HAVE AN AUTOMATIC UNDERGROUND SPRINKLER SYSTEM WHICH INCLUDES A BACK-FLOW PREVENTER DEVICE TO THE BUILDING. BACK-FLOW DEVICES SHALL BE INSTALLED AND TESTED IN ACCORDANCE WITH BOUNTIFUL CODE. WATER METER SIZES SHALL BE DETERMINED BY THE CITY OF BOUNTIFUL BUILDING DIVISION AT THE TIME OF BUILDING PERMIT APPROVAL OR WHEN THESE IS REQUIRED TO CHANGE THE WATER METER SIZE. WATER METERS SHALL BE LOCATED AT THE BACK OF SIDEWALK OR CURB IN AN AREA THAT IS ACCESSIBLE FOR READING AND SERVICING. WATER METERS SHALL NOT BE LOCATED WITHIN AREAS ENCLOSED WITH FENCES OR WITHIN TEN FEET (10') OF ANY EXISTING OR PROPOSED STRUCTURE.
 18. IF REQUIRED BY BOUNTIFUL CITY CODE OR BY THE APPLICANT'S PERMIT FOR INDUSTRIAL WASTEWATER DISCHARGE, A SAMPLING MANHOLE AND FAT AND OIL SEPARATOR/REUSE TRAP SHALL BE INSTALLED IN ACCORDANCE WITH THE CITY OF BOUNTIFUL STANDARDS AND SPECIFICATIONS.
 19. ALL SIGNAGE SHALL COMPLY WITH THE REQUIREMENTS OF THE BOUNTIFUL CITY CODE.



BOUNTIFUL CITY SURVEY MONUMENT
500 SOUTH STREET AND 200 WEST STREET
(FOUND MONUMENT) ELEVATION: 4371.36



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Engineering • Surveying • Development • Planning
2230 North University Parkway, Building 6D, Provo, Utah 84604 ph: (801) 374-6682

5TH SOUTH PLAZA - TAKE 5 OIL CHANGE
CJO HOLDING, INC.
SITE PLAN

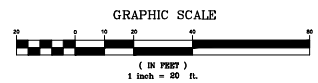
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Proj # 559-1771

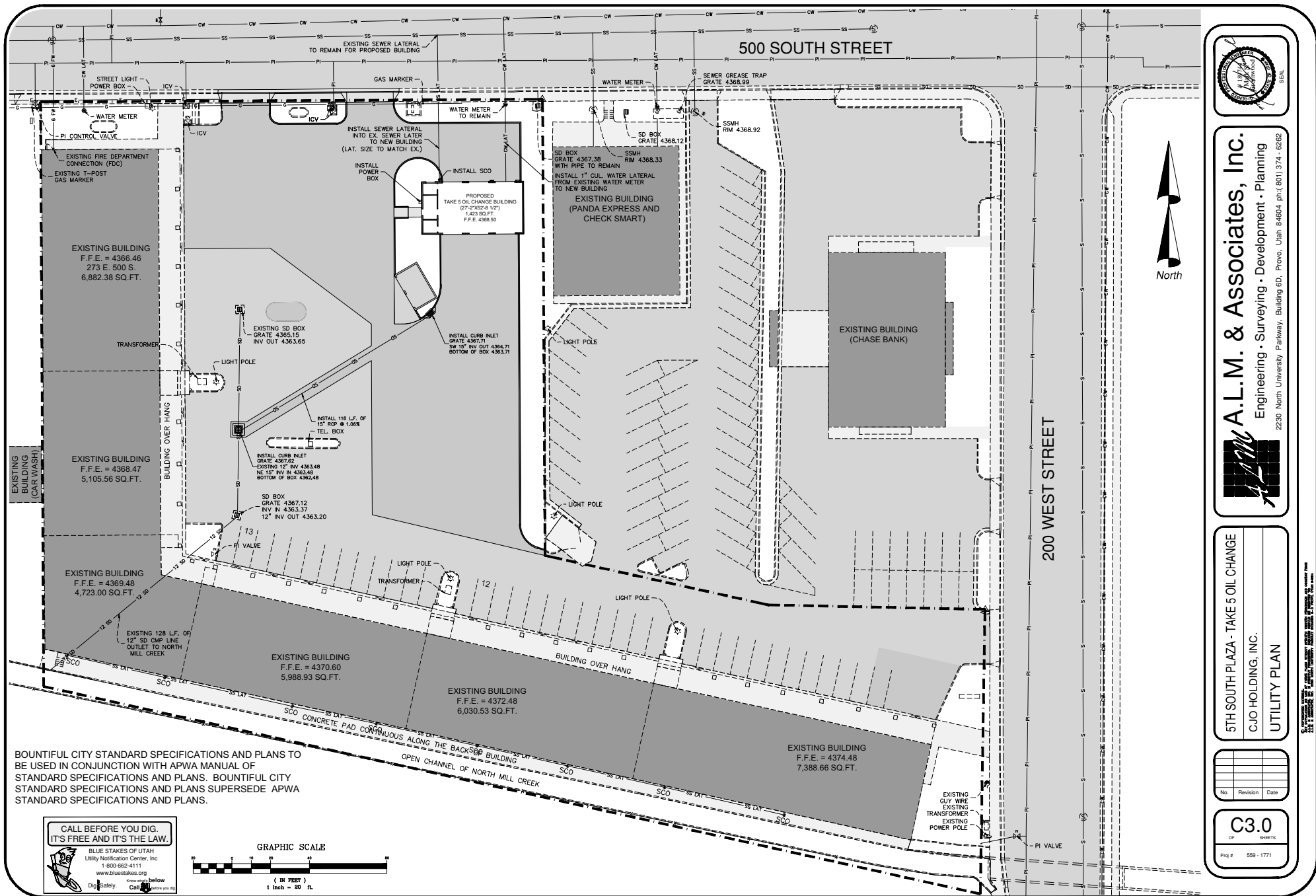
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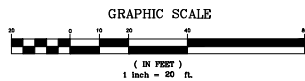
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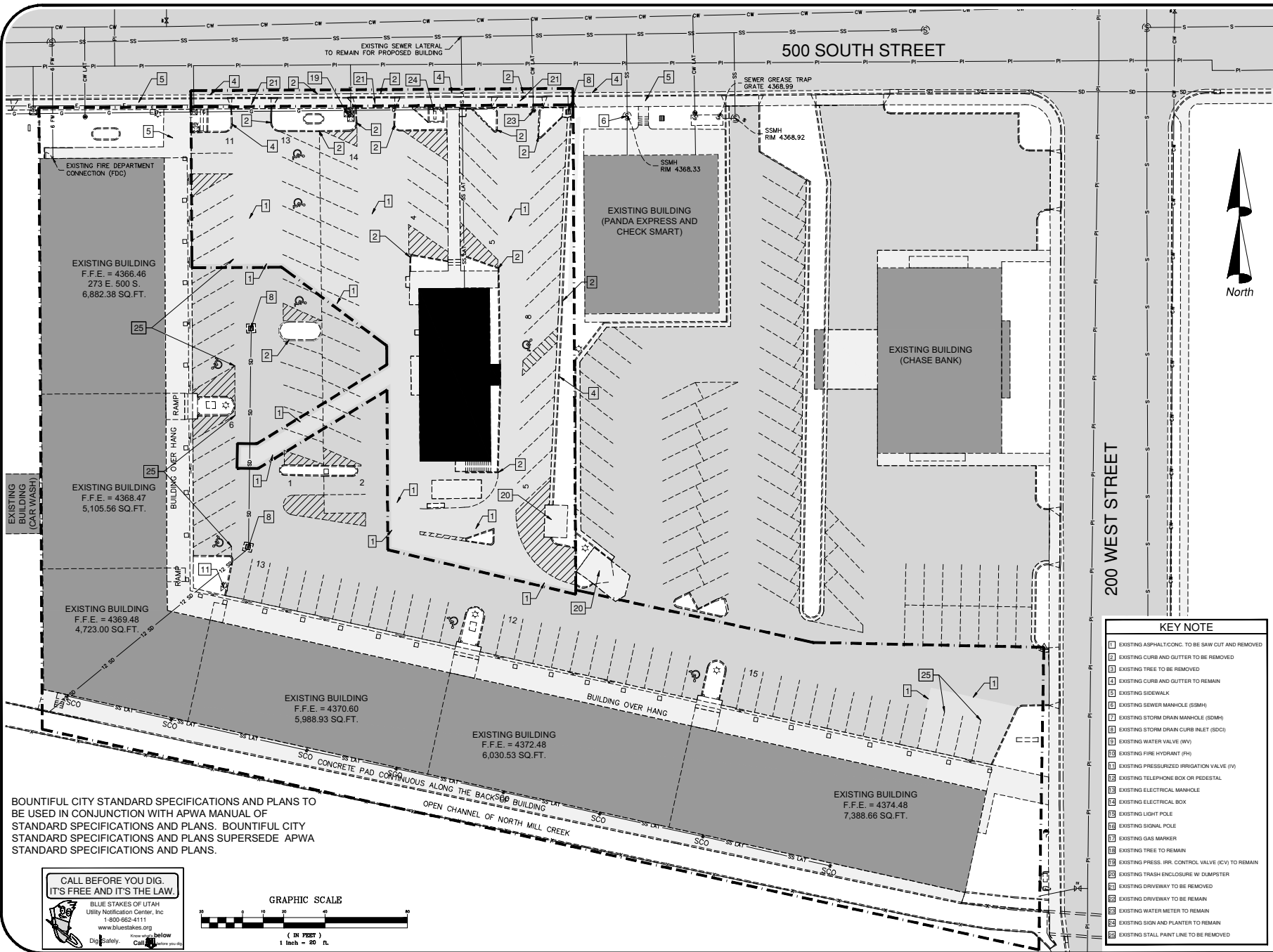
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5TH SOUTH PLAZA - TAKE 5 OIL CHANGE
CJO HOLDING, INC.
UTILITY PLAN

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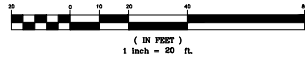
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KEY NOTE

- 1 EXISTING ASPHALT/CONC. TO BE SAW CUT AND REMOVED
- 2 EXISTING CURB AND GUTTER TO BE REMOVED
- 3 EXISTING TREE TO BE REMOVED
- 4 EXISTING CURB AND GUTTER TO REMAIN
- 5 EXISTING SIDEWALK
- 6 EXISTING SEWER MANHOLE (SSMH)
- 7 EXISTING STORM DRAIN MANHOLE (SDMH)
- 8 EXISTING STORM DRAIN CURB INLET (SDCI)
- 9 EXISTING WATER VALVE (WV)
- 10 EXISTING FIRE HYDRANT (FH)
- 11 EXISTING PRESSURIZED IRRIGATION VALVE (IV)
- 12 EXISTING TELEPHONE BOX OR PEDESTAL
- 13 EXISTING ELECTRICAL MANHOLE
- 14 EXISTING ELECTRICAL BOX
- 15 EXISTING LIGHT POLE
- 16 EXISTING SIGNAL POLE
- 17 EXISTING GAS MARKER
- 18 EXISTING TREE TO REMAIN
- 19 EXISTING PRESS. IRR. CONTROL VALVE (ICV) TO REMAIN
- 20 EXISTING TRASH ENCLOSURE W/ DUMPSTER
- 21 EXISTING DRIVEWAY TO BE REMOVED
- 22 EXISTING DRIVEWAY TO REMAIN
- 23 EXISTING WATER METER TO REMAIN
- 24 EXISTING SIGN AND PLANTER TO REMAIN
- 25 EXISTING STALL PAINT LINE TO BE REMOVED

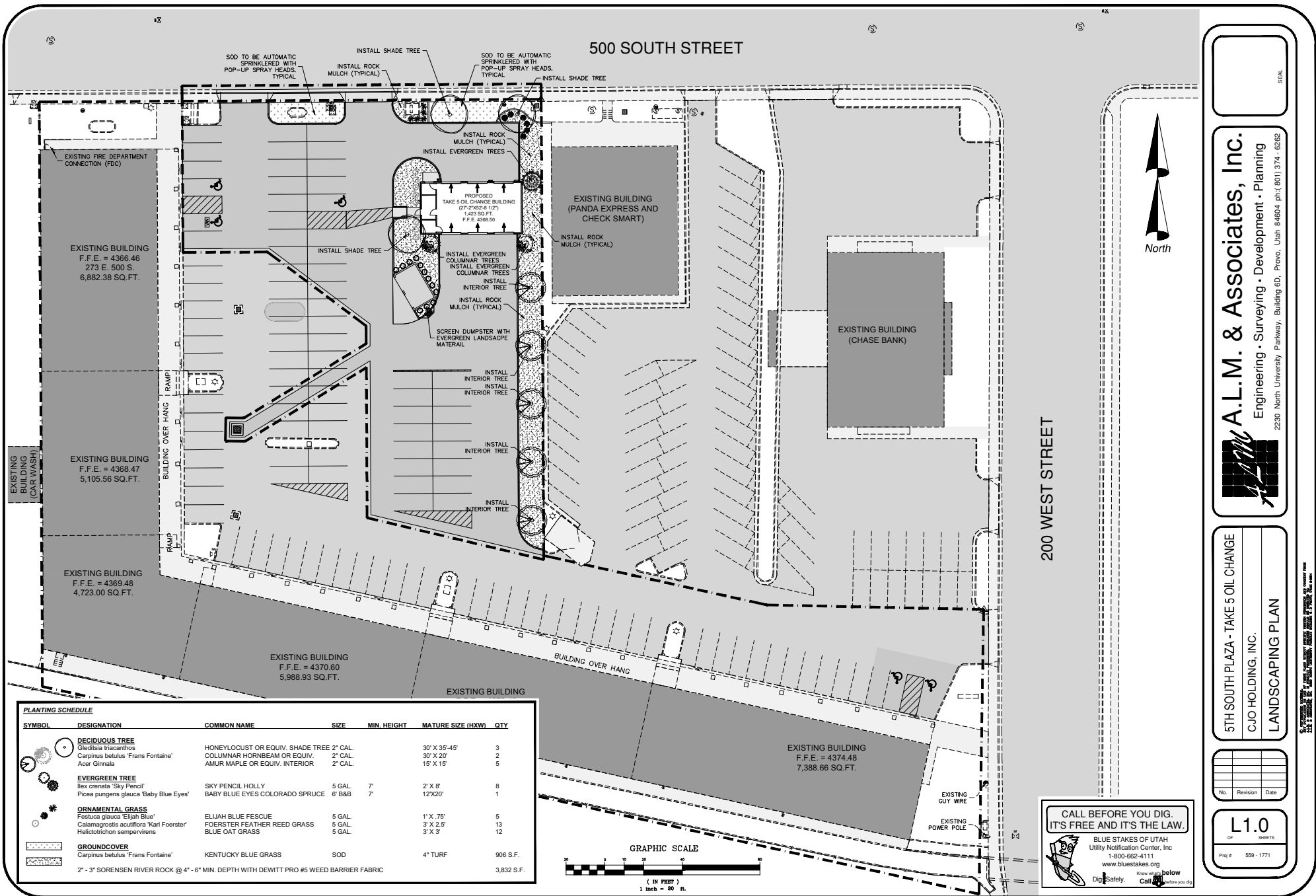


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5TH SOUTH PLAZA - TAKE 5 OIL CHANGE
CJO HOLDING, INC.
DEMO PLAN

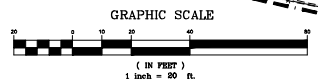
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Proj # 559-1771



PLANTING SCHEDULE

SYMBOL	DESIGNATION	COMMON NAME	SIZE	MIN. HEIGHT	MATURE SIZE (HXW)	QTY
	DECIDUOUS TREE					
	<i>Olefinia triscarinata</i>	HONEYLOCUST OR EQUIV. SHADE TREE	2" CAL.		30' X 35'-45'	3
	<i>Carpinus betulus 'Frans Fontaine'</i>	COLUMNAR HORNBEAM OR EQUIV.	2" CAL.		30' X 20'	2
	EVERGREEN TREE					
	<i>Acer Ginnala</i>	AMUR MAPLE OR EQUIV. INTERIOR	2" CAL.		15' X 15'	5
	<i>Ilex crenata 'Sky Pencil'</i>	SKY PENCIL HOLLY	5 GAL.	7'	2' X 8'	8
	ORNAMENTAL GRASS					
	<i>Festuca glauca 'Elijah Blue'</i>	ELIJAH BLUE FESCUE	5 GAL.		1' X .75'	5
	<i>Calamagrostis acutiflora 'Karl Foerster'</i>	FOERSTER FEATHER REED GRASS	5 GAL.		3' X 2.5'	13
	GROUNDCOVER					
	<i>Helictotrichon sempervirens</i>	BLUE OAT GRASS	5 GAL.		3' X 3'	12
	<i>Carpinus betulus 'Frans Fontaine'</i>	KENTUCKY BLUE GRASS	SOD		4" TURF	906 S.F.
		2" - 3" SORENSON RIVER ROCK @ 4" - 6" MIN. DEPTH WITH DEWITT PRO #5 WEED BARRIER FABRIC				3,832 S.F.



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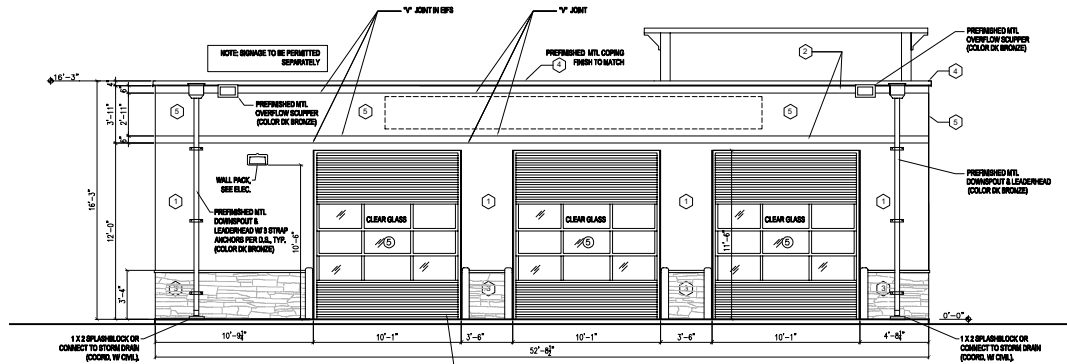
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5TH SOUTH PLAZA - TAKE 5 OIL CHANGE
C/O HOLDING, INC.
LANDSCAPING PLAN

No.	Revision	Date

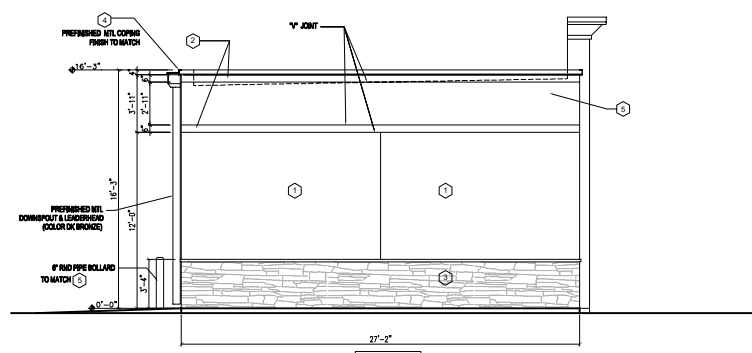
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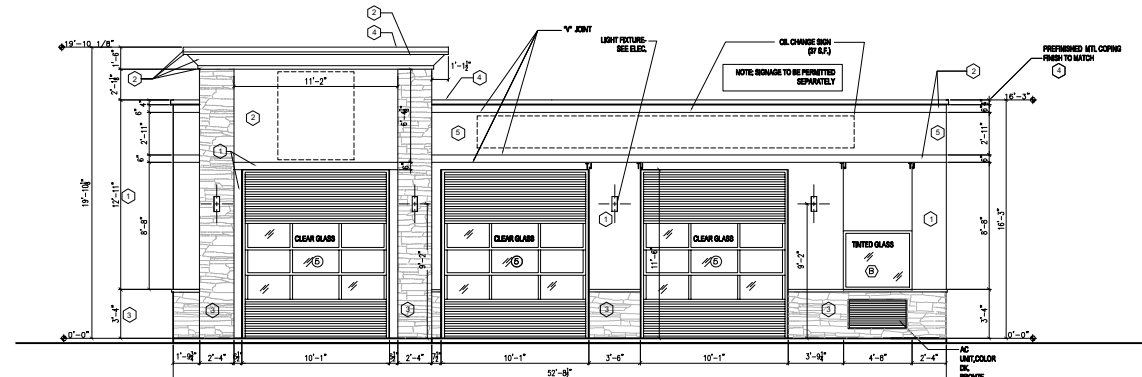
1 NORTH ELEVATION
 1/4"=1'-0"

CATEGORY	AREA	PERCENTAGE OF WALL AREA
OVERALL	(SQ) 491	100 %
WINDOWS AND DOORS	346	SUBTRACTED FROM OVERALL
STONE	77	17 %
STUCCO	419	85 %
CORNICE	0	0 %



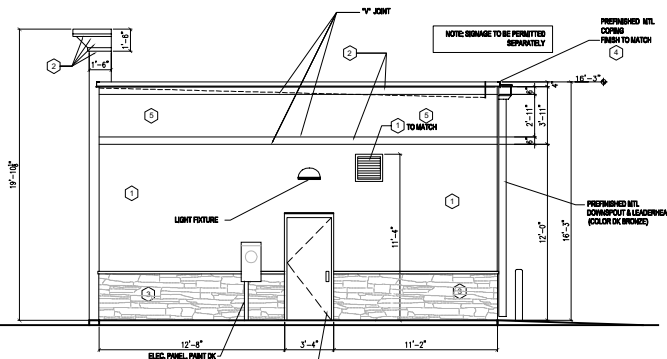
3 WEST ELEVATION
 1/4"=1'-0"

CATEGORY	AREA	PERCENTAGE OF WALL AREA
OVERALL	(SQ) 492	100 %
WINDOWS AND DOORS	0	SUBTRACTED FROM OVERALL
STONE	91	23 %
STUCCO	392	79 %
CORNICE	0	0 %



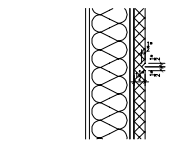
2 SOUTH ELEVATION
 1/4"=1'-0"

CATEGORY	AREA	PERCENTAGE OF WALL AREA
OVERALL	(SQ) 530	100 %
WINDOWS AND DOORS	387	SUBTRACTED FROM OVERALL
STONE	182	39 %
STUCCO	339	65 %
CORNICE	0	0 %



4 EAST ELEVATION
 1/4"=1'-0"

CATEGORY	AREA	PERCENTAGE OF WALL AREA
OVERALL	(SQ) 498	100 %
WINDOWS AND DOORS	24	SUBTRACTED FROM OVERALL
STONE	79	19 %
STUCCO	399	81 %
CORNICE	0	0 %



5 V-JOINT DETAIL
 1/2"=1'-0"

EXTERIOR FINISH SCHEDULE

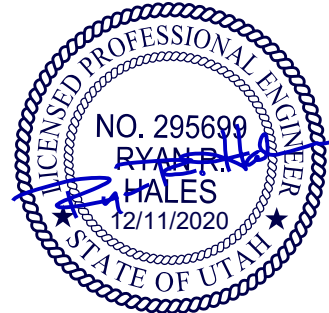
NO.	AREA	COATS	COLOR	FINISH
1	STUCCO MAIN COLOR	SEE SPECIFICATION AND MANUFACTURER'S REQUIREMENTS	MATCH SW COLOR #789A, STONEBRAR	FINISH TO MATCH STO "MEDIUM SAND" OR DRYVIT "SANDPERLE FINE"
2	STUCCO ACCENT BAND AND FACE STUCCO CORNICE	SEE SPECIFICATION AND MANUFACTURER'S REQUIREMENTS	MATCH SW COLOR #787B, COTTAGE CREAM	FINISH TO MATCH STO "FINE SAND" OR DRYVIT "SANDBLAST"
3	STONE VENEER WANSKOT	-----	ELDORADO STONE CLIFFSTONE "MANZANTIA"	WANSKOT SKILL TO BE "SHAPED EDGE ACCENT" PER MANUFACTURER
4	COPING	SEE SPECIFICATION AND MANUFACTURER'S REQUIREMENTS	MATCH SW COLOR #6871, POSITIVE RED	FINISH TO BE KYNAR 500 PREFINISHED
5	STUCCO SECONDARY COLOR	SEE SPECIFICATION AND MANUFACTURER'S REQUIREMENTS	MATCH SW COLOR #6871, POSITIVE RED	FINISH TO MATCH STO "MEDIUM SAND" OR DRYVIT "SANDPERLE FINE"
6				
7	BOLLARDS	SEE SPECIFICATION AND MANUFACTURER'S REQUIREMENTS	MATCH SW COLOR #6871, POSITIVE RED	-----

COURTESY: WAVE 5, UNWARD BASE 3, CRIZZOLINI



MEMORANDUM

Date: December 11, 2020
To: Charlie Openshaw
From: Hales Engineering



Subject: Bountiful 5th South Plaza Parking Study Update

UT20-1798

EXECUTIVE SUMMARY

The following are the key findings and recommendations from this parking study update:

- With the proposed changes to the parking, the 5th South Plaza will still have 112 stalls
 - Adjacent businesses an additional 89 stalls
- Bountiful City would require 210 parking stalls for the 5th South Plaza businesses
- A peak simultaneous parking demand of 91 vehicles was observed at 5th South Plaza with 130 vehicles total between 5th South Plaza, Panda Express, and Chase Bank:
 - The City would require 47 stalls for the new and vacant businesses, which when added to the observed demand would equal 138 parking stalls for 5th South Plaza and 177 parking stalls for all businesses
 - 177 parked vehicles in the area with all suites and businesses operational would still leave 24 parking stalls available total assuming crossover between areas
- While the intent of this study is not to state that the adjacent parking should be counted toward the 5th South Plaza, the adjacent parking areas are, in reality, used by patrons of the 5th South Plaza, and vice versa; patrons are not aware of the property lines or parking agreements
- The time of day analysis indicates that there is excess parking at the 5th South Plaza and surrounding businesses throughout the day
- It is recommended that a reduction in parking requirements be granted to the 5th South Plaza based on the low actual parking demand and the excess parking supply in the area

Introduction

This memorandum discusses the parking study completed for the 5th South Plaza located in Bountiful, Utah. The 5th South Plaza is located on the southwest corner of the 200 West / 500 South intersection. The study identifies actual parking demand data and City parking supply rates to identify a recommended number of parking stalls for the area. This study serves as an update to the parking study completed for the same site in December 2016.

Project Description

The proposed redevelopment of the 5th South Plaza site includes removing the previous Barbacoa restaurant building and replacing it with a Take 5 Oil Change business. A site plan for the proposed redevelopment is provided in Appendix A. The Take 5 Oil Change will include a building with 1,423 square feet of floor area and three service bays. The proposed site plan calls for a restripe of the angle parking stalls in the vicinity. After completion, it is anticipated that the 5th South Plaza area will have a total of 112 stalls plus 50 stalls at the Panda Express / Check Smart building and 39 stalls at the Chase Bank, for a grand total of 201 parking stalls. This is equal to the existing parking supply at the study site.

The following business changes have occurred since the completion of the previous parking study:

- Suite 7: Kid to Kid is now CosmoProf
- Suite 12: Fifth Avenue Tuxedos is now vacant
- Suite 13: Light RX Spa will soon be Queens of Ink
- Suite 17: Formerly vacant space is now The Aloha Spa
- Suites 22 & 23: Red Rock Financial and Mo' Bettahs office will soon be a Thai Restaurant

The other suites not mentioned here have kept the same businesses / tenants from when the parking study was completed in 2016.

Bountiful City Parking Code

The Bountiful City parking ordinance (Chapter 18 of the City code) specifies parking rates for various land use types. The City parking rates related to 5th South Plaza are provided in Table 1. Hales Engineering calculated the required parking for each suite and the total 5th South Plaza, as shown in Table 2. As shown, 207 parking stalls are required by City code. However, this does not account for actual local demand or shared parking use based on time-of-day. The required parking for the new Take 5 Oil Change and the currently-vacant suites (Suites 1, 12, 13, 18, 22, & 23) is equal to 47 stalls. It was assumed that Take 5 Oil Change would need an additional three (3) stalls for cars in repair.

Table 1: Bountiful Parking Requirements

Land Use	Parking Rate
Shopping Center / General Business	1 stall per 200 square feet
Professional Office	1 stall per 300 square feet
Restaurant	1 stall per 2.5 seats
Automobile Service and Repair Center	3 stalls per service bay plus parking for cars in repair

Table 2: Required Parking – Bountiful City

Suite(s)	Land Use	Type	Size (SF)	Other	Stalls
1	New: Take 5 Oil Change	Auto Service Center	1,423	3 Service Bays	12
2	Cold Stone Creamery	Restaurant	1,200	4 Seats	2
3 & 4	Mo' Bettahs	Restaurant	2,700	70 Seats	28
5 & 6	GameHaven	Shopping Center	3,300	-	17
7	CosmoProf	Shopping Center	2,400	-	12
8 & 9	Crazy Beautiful Salon	Shopping Center	2,640	-	14
10	Plato's Closet	Shopping Center	4,570	-	23
11	Vapor Dreams	Shopping Center	1,000	-	5
12	VACANT	Shopping Center	1,000	-	5
13	Queens of Ink (NOT IN YET)	Shopping Center	1,500	-	8
14	Smokeys	Shopping Center	1,600	-	8
15	H&R Block	Professional Office	1,000	-	5
16	TruMotion Martial Arts	Shopping Center	1,000	-	5
17	The Aloha Spa	Shopping Center	1,000	-	5
18	VACANT	Shopping Center	1,000	-	5
19	#1 Nails	Shopping Center	1,000	-	5
20	Infusion Yoga & Pilates	Shopping Center	3,134	-	16
21	Bountiful Lash	Shopping Center	1,211	-	7
22 & 23	Thai Restaurant (NOT IN YET)	Restaurant	3,500	50 Seats	20
24	Spectrum Credit Union	Professional Office	1,500	-	8
TOTAL			37,678		210

Parking Demand Data Collection

5th South Plaza Businesses

Hales Engineering collected parking counts for the previous parking study on November 14, 2016 from 8:00 a.m. to 9:00 p.m. These parking counts were broken down by business, to provide a detailed snapshot of the parking needs for each business during a typical weekday. Additional parking counts were collected for this study update at the new businesses on November 19, 2020 to get an updated parking demand count. Knowing that the counts in November 2020 were taken during the COVID-19 pandemic, the counts were multiplied by a factor of two (2) in order to estimate normal parking conditions. Detailed parking counts are provided in Appendix B.

A summary of the peak parking demand data by business from both days is shown in Table 3. As shown, the sum of the peak demand of each business is equal to 155 parked vehicles. However, the total simultaneous parking demand was observed to be only 91 parked vehicles. Therefore, there were still 21 stalls available in the 5th South Plaza area even at the peak.

Table 3: Peak Parking Demand Summary – 5th South Plaza

Suite(s)	Business	Peak Demand	Peak Time
2	Cold Stone Creamery	11	4:30 PM
3 & 4	Mo' Bettahs	33	6:15 PM
5 & 6	GameHaven	14	5:45 PM
7	CosmoProf	8	10:00 AM
8 & 9	Crazy Beautiful Salon	10	12:30 PM
10	Plato's Closet	4	3:00 PM
11	Vapor Dreams	4	7:00 PM
12	VACANT	-	-
13	Queens of Ink (NOT IN YET)	-	-
14	Smokeys	3	6:30 PM
15	H&R Block	2	SEVERAL
16	TruMotion Martial Arts	15	7:30 PM
17	The Aloha Spa	4	6:30 PM
18	VACANT	-	-
19	#1 Nails	10	3:30 PM
20	Infusion Yoga & Pilates	25	9:30 AM
21	Bountiful Lash	4	1:00 PM
22 & 23	Thai Restaurant (NOT IN YET)	-	-
24	Spectrum Credit Union	8	9:30 AM
SUM TOTAL		155	
SIMULTANEOUS TOTAL		91	6:15 PM

A comparison of the City required stalls and the peak parking demand of each business is shown in Table 4.

Adjacent Businesses

The 5th South Plaza does not have any parking agreements with the adjacent businesses on the corner of 500 South and 200 West. The intent of this discussion is not to state that they should be counted as parking for the 5th South Plaza, or that the adjacent areas were used to tabulate a reduction for the 5th South Plaza. However, the adjacent parking areas in reality are used by patrons of the 5th South Plaza, and vice versa. Patrons are not aware of the property lines or parking agreements. Therefore, it makes sense to include the adjacent areas in a parking analysis to ensure that there will not be overflow from one area to another. If one area experiences a parking problem, the adjacent areas will be impacted.

Table 4: Parking Comparison – 5th South Plaza

Suite(s)	Land Use	City Required Stalls	Parking Demand
1	New: Take 5 Oil Change	12	-
2	Cold Stone Creamery	2	11
3 & 4	Mo' Bettahs	28	33
5 & 6	GameHaven	17	14
7	CosmoProf	12	8
8 & 9	Crazy Beautiful Salon	14	10
10	Plato's Closet	23	4
11	Vapor Dreams	5	4
12	VACANT	5	-
13	Queens of Ink (NOT IN YET)	8	-
14	Smokeys	8	3
15	H&R Block	5	2
16	TruMotion Martial Arts	5	15
17	The Aloha Spa	5	4
18	VACANT	5	-
19	#1 Nails	5	10
20	Infusion Yoga & Pilates	16	25
21	Bountiful Lash	7	4
22 & 23	Thai Restaurant (NOT IN YET)	20	-
24	Spectrum Credit Union	8	8
TOTAL		210	155
SIMULTANEOUS TOTAL			91

Hales Engineering had previously collected hourly parking counts on September 15, 2016 from 8:00 a.m. to 9:00 p.m. at the adjacent Panda Express and Chase Bank properties. Since the adjacent businesses' parking interconnects with the 5th South Plaza, there is some parking overlap that occurs. A summary of the parking counts throughout the day at the adjacent businesses is shown in Table 5 alongside the 5th South Plaza counts shown previously. As shown, at peak demand during the day, Panda Express had at least 18 stalls available and Chase Bank had at least 19 stalls available.

Table 5: Parking Demand with Adjacent Businesses

Time	5th South Plaza	Panda Express	Chase Bank	Total
8:00 AM	21	0	1	22
9:00 AM	63	19	7	89
10:00 AM	61	31	10	102
11:00 AM	50	22	20	92
12:00 PM	63	28	14	105
1:00 PM	72	21	10	103
2:00 PM	64	20	11	95
3:00 PM	62	19	11	92
4:00 PM	55	23	13	91
5:00 PM	82	14	9	105
6:00 PM	91	31	8	130
7:00 PM	66	32	1	99
8:00 PM	38	20	3	61
MAX	91	32	20	130
SUPPLY	112	50	39	201

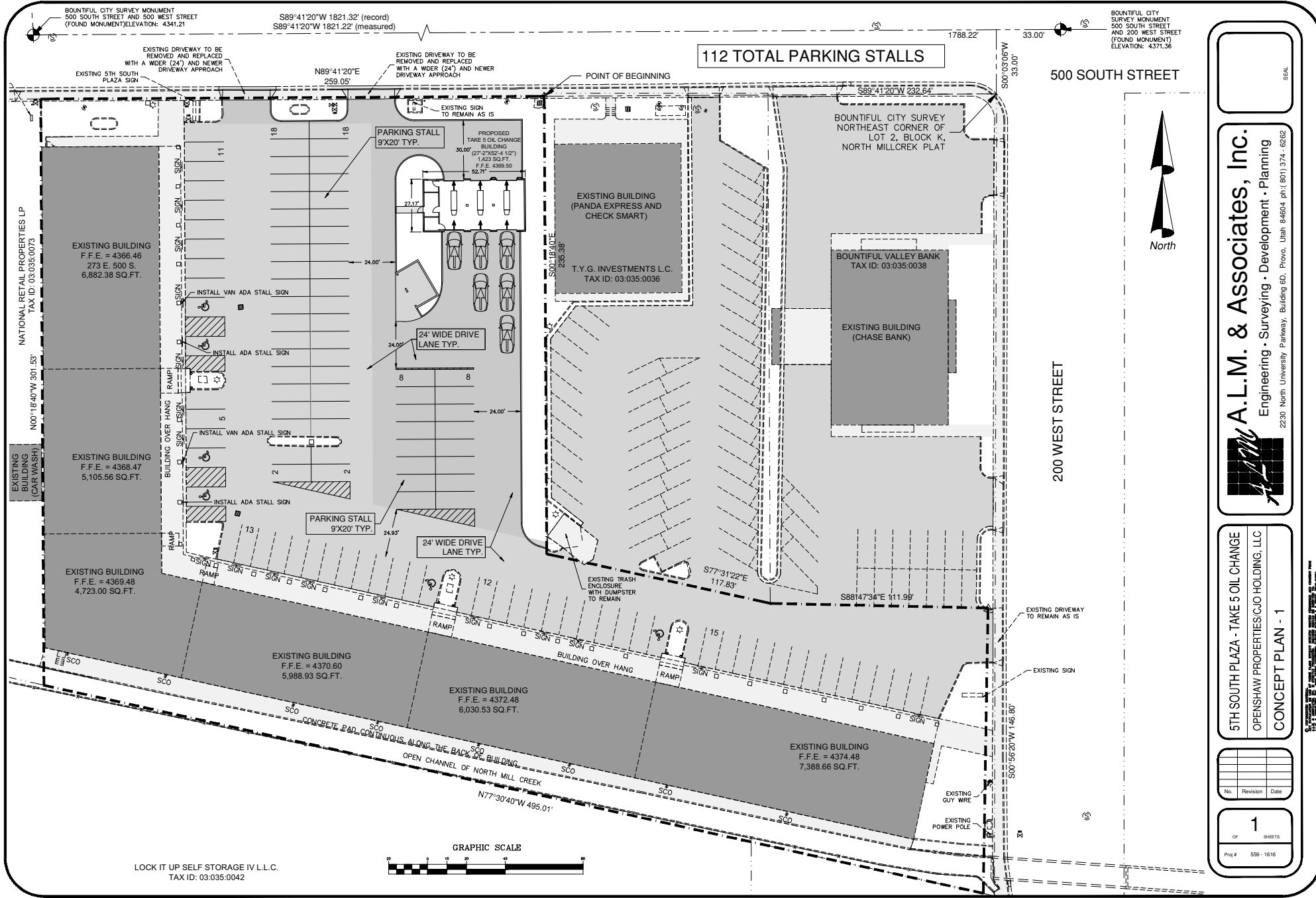
Conclusions

Though the 5th South Plaza with 112 stalls does not meet the minimum Bountiful City requirement of 210 stalls, it is recommended that a reduction in parking requirements be granted for the 5th South Plaza based on the following:

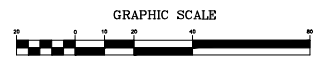
- A peak simultaneous parking demand of 91 vehicles was observed at 5th South Plaza with 130 vehicles total between 5th South Plaza, Panda Express, and Chase Bank:
 - The City would require 47 stalls for the new and vacant businesses, which when added to the observed demand would equal 138 parking stalls for 5th South Plaza and 177 parking stalls for all businesses
 - 177 parked vehicles in the area with all suites and businesses operational would still leave 24 parking stalls available total assuming crossover between areas
- While the intent of this study is not to state that the adjacent parking should be counted toward the 5th South Plaza, the adjacent parking areas are, in reality, used by patrons of the 5th South Plaza, and vice versa
- The time of day analysis indicates that there is excess parking at the 5th South Plaza and surrounding businesses throughout the day

APPENDIX A

Site Plan



112 TOTAL PARKING STALLS



A.L.M. & Associates, Inc.
 Engineering • Surveying • Development • Planning
 2230 North University Parkway, Building 6D, Provo, Utah 84604 ph:(801) 374-6622

5TH SOUTH PLAZA - TAKE 5 OIL CHANGE
 OPENSHAW PROPERTIES C/O HOLDING, LLC
 CONCEPT PLAN - 1

No.	Revision	Date

1 OF SHEETS
 Proj # 559-1616

P:\559-1616\559-1616-Concept Plan- Take Five.rvt, 18 Nov 2020 11:20am

APPENDIX B

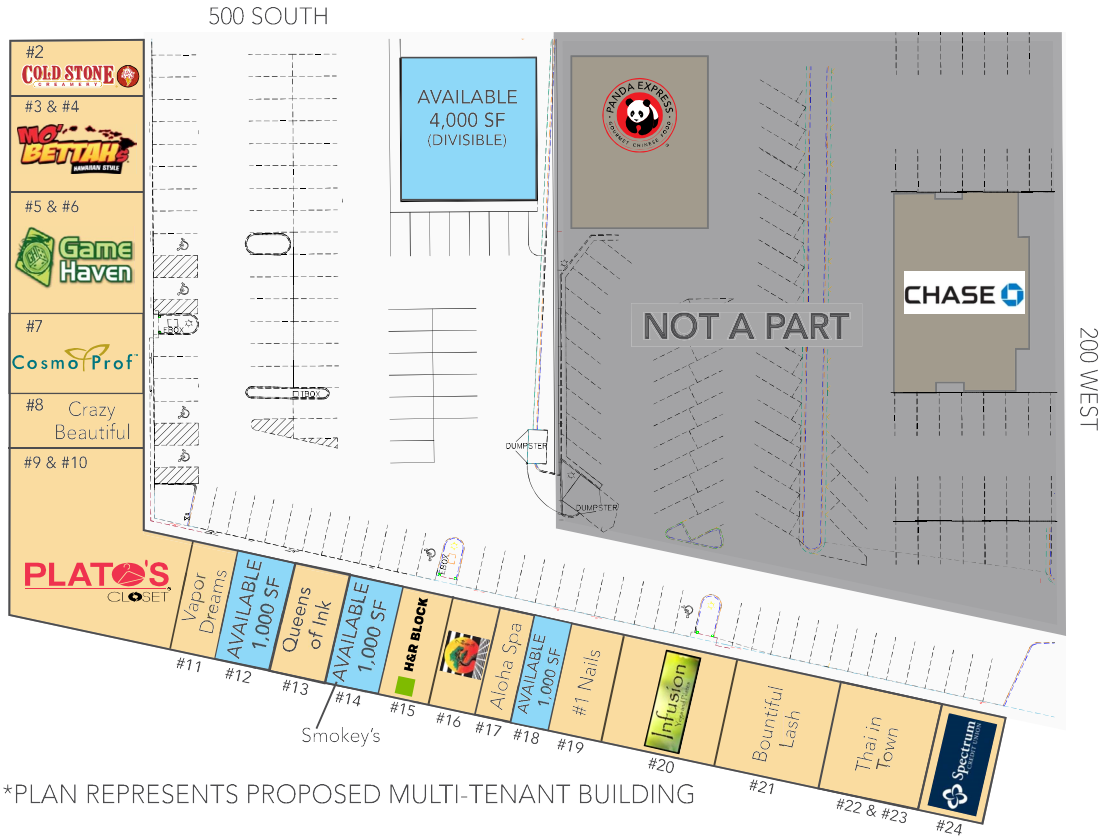
Parking Counts

Time	Parking Demand by Suite																			Total Demand
	2	3/4	5/6	7	8/9	10	11	12	13	14	15	16	17	18	19	20	21	22/23	24	
8:00 AM	0	1	0	0	0	0	0	-	-	0	0	0	0	-	0	0	0	-	0	1
8:15 AM	0	1	2	0	0	0	0	-	-	0	0	0	0	-	0	0	0	-	0	3
8:30 AM	0	1	2	0	0	0	0	-	-	0	0	0	0	-	0	3	0	-	0	6
8:45 AM	0	1	3	0	4	0	1	-	-	1	0	0	0	-	0	5	0	-	6	21
9:00 AM	0	5	4	0	4	0	1	-	-	1	0	0	0	-	0	22	0	-	7	44
9:15 AM	0	7	4	4	5	0	2	-	-	1	0	0	0	-	0	24	0	-	8	55
9:30 AM	0	5	0	2	5	0	2	-	-	1	0	0	0	-	5	25	0	-	8	53
9:45 AM	1	5	0	8	7	1	2	-	-	1	0	0	0	-	5	25	0	-	8	63
10:00 AM	1	5	2	8	7	2	1	-	-	1	0	0	0	-	5	22	0	-	7	61
10:15 AM	2	6	0	6	9	2	1	-	-	1	0	0	0	-	6	19	0	-	5	57
10:30 AM	2	6	0	2	9	1	1	-	-	1	0	1	0	-	6	11	0	-	5	45
10:45 AM	2	6	0	2	7	1	1	-	-	1	0	1	0	-	5	11	0	-	4	41
11:00 AM	2	7	0	2	8	1	1	-	-	1	0	1	0	-	5	10	0	-	3	41
11:15 AM	3	9	1	0	7	1	1	-	-	2	0	1	0	-	5	10	0	-	1	41
11:30 AM	2	11	1	6	8	1	1	-	-	2	0	1	0	-	4	10	2	-	1	50
11:45 AM	3	11	2	2	9	1	2	-	-	1	1	1	0	-	4	10	2	-	1	50
12:00 PM	2	13	3	2	9	2	3	-	-	1	1	1	0	-	4	7	2	-	1	51
12:15 PM	1	14	1	0	9	2	2	-	-	1	2	1	0	-	4	7	2	-	1	47
12:30 PM	3	16	3	0	10	1	3	-	-	2	2	2	0	-	4	7	2	-	2	57
12:45 PM	4	15	2	2	10	2	3	-	-	2	2	3	0	-	4	7	4	-	3	63
1:00 PM	3	20	2	2	8	2	4	-	-	1	2	3	0	-	7	7	4	-	4	69
1:15 PM	4	24	1	0	8	3	3	-	-	1	2	3	0	-	7	7	4	-	4	71
1:30 PM	5	25	3	2	8	3	2	-	-	1	2	3	0	-	3	7	3	-	4	71
1:45 PM	5	29	4	0	8	1	1	-	-	3	2	3	0	-	2	7	3	-	4	72
2:00 PM	5	25	3	2	8	1	1	-	-	1	2	2	0	-	3	7	1	-	3	64
2:15 PM	6	13	3	2	10	2	1	-	-	1	2	2	0	-	3	7	2	-	2	56
2:30 PM	6	9	3	0	8	3	1	-	-	1	2	2	0	-	2	9	2	-	2	50
2:45 PM	8	9	3	0	8	4	1	-	-	2	2	2	0	-	2	6	2	-	2	51
3:00 PM	6	10	4	0	8	4	1	-	-	1	2	2	0	-	7	2	2	-	2	51
3:15 PM	7	12	4	4	8	1	0	-	-	1	2	1	0	-	9	2	2	-	2	55
3:30 PM	9	12	5	6	8	1	1	-	-	1	2	1	0	-	10	2	2	-	2	62
3:45 PM	8	10	6	4	8	1	1	-	-	1	2	2	0	-	9	2	2	-	2	58
4:00 PM	9	11	8	4	8	1	1	-	-	1	1	2	0	-	5	0	2	-	2	55
4:15 PM	8	16	6	2	8	1	1	-	-	1	1	2	0	-	3	0	2	-	2	53
4:30 PM	11	17	5	0	7	2	1	-	-	2	1	2	0	-	3	0	2	-	1	54
4:45 PM	7	10	8	2	7	2	2	-	-	1	1	2	0	-	2	0	2	-	0	46
5:00 PM	7	5	8	4	6	2	2	-	-	2	1	1	0	-	5	0	2	-	0	45
5:15 PM	8	16	10	0	6	2	2	-	-	2	2	2	0	-	4	0	2	-	0	56
5:30 PM	7	14	11	2	6	1	3	-	-	2	2	4	0	-	2	8	3	-	0	65
5:45 PM	6	22	14	0	6	2	3	-	-	2	2	9	0	-	2	11	3	-	0	82
6:00 PM	6	25	8	0	6	2	2	-	-	2	1	11	2	-	2	14	3	-	0	84
6:15 PM	6	33	8	0	6	1	3	-	-	2	1	10	2	-	2	14	3	-	0	91
6:30 PM	3	31	9	0	6	1	3	-	-	3	0	10	4	-	3	15	2	-	0	90
6:45 PM	2	23	7	0	6	1	3	-	-	2	0	11	4	-	3	15	2	-	0	79
7:00 PM	3	18	6	0	4	1	4	-	-	1	0	8	2	-	0	16	3	-	0	66
7:15 PM	2	18	5	0	0	2	4	-	-	0	0	14	2	-	0	6	3	-	0	56
7:30 PM	7	17	4	0	0	2	4	-	-	0	0	15	2	-	0	1	3	-	0	55
7:45 PM	4	17	3	0	0	3	2	-	-	0	0	15	2	-	0	0	2	-	0	48
8:00 PM	4	13	3	0	0	0	1	-	-	0	0	13	2	-	0	0	2	-	0	38
8:15 PM	2	11	6	0	0	1	0	-	-	0	0	13	2	-	0	0	2	-	0	37
8:30 PM	1	6	5	0	0	1	0	-	-	0	0	13	2	-	0	0	2	-	0	30
8:45 PM	3	3	3	0	0	0	0	-	-	0	0	2	2	-	0	0	2	-	0	15
MAX	11	33	14	8	10	4	4	-	-	3	2	15	4	-	10	25	4	-	8	91

Note: Counts for suites 7 and 17 were multiplied by a factor of 2 to account for decreased COVID-19 volumes.

5TH SOUTH PLAZA

OPTION 1*



OPTION 2



When Recorded Return to:
Bountiful City Attorney's Office
795 South Main Street
Bountiful, Utah 84010

PUBLIC ACCESS EASEMENT DEED

CJO Holdings, LLC, a Utah Limited Liability Corporation, herein referred to as "Grantor", hereby grants to Bountiful City, a Utah Municipal Corporation, herein referred to as "Grantee", an easement for public access and connection purposes to the new City park to be developed at the Washington Elementary School site including the right of ingress and egress over and across the described real property as described in Exhibit "A", which is attached hereto and incorporated by this reference. Grantor agrees for itself, its successors, and assigns, not to erect, place or maintain, nor to permit the erection, placement, or maintenance of any building, structures, obstructions, or other similar improvements that would unreasonably interfere with the ability of Grantee to exercise the access rights granted herein. The easement area shall remain closed to public access until such time that the new park is constructed, and Grantee determines to utilize the public access easement for ingress and egress access to the new park. In the event Grantee determines to open the easement area to public access, Grantee shall hold Grantor harmless from any liability damage that may result from the City's use of the easement. Grantor shall have the right to use the land within the easement in any manner that is not inconsistent with the easement granted herein.

The real property for the public access easement is fully described in Exhibit "A" attached hereto and made a part hereof by reference.

Dated this ____ day of _____, 2021.

CJO Holdings, LLC:

Charlie Openshaw, Member

State of Utah)
 : ss
County of _____)

On the ____ day of _____, 2021, personally appeared before me Charlie Openshaw, who each duly acknowledged to me that he is an authorized representative of CJO Holdings LLC did sign the foregoing instrument on behalf of CJO Holdings LLC.

Notary Public

EXHIBIT "A"



PUBLIC ACCESS EASEMENT EXHIBIT
5th SOUTH PLAZA
BOUNTIFUL CITY ENGINEERING DEPT.
8 APRIL 2021



City Council Staff Report

Subject: Alcohol License – China Star
1171 South 500 West #B
Author: Darlene Baetz, Business License Coordinator,
Planning Department
Date: April 13, 2021

Background

JinHua Huang, the owner of China Star Restaurant is requesting a new Class “D” retail beer license for the property located at 1171 South 500 West #B. A Class “D” retail beer license entitles the licensee to sell beer only on the licensed premises in open containers not exceeding two liters and on draft for consumption on the premises in accordance with the Alcoholic Beverage Control Act. China Star has had an active business license since 2002. Mr. Huang has been the business owner since 2011. This business has not requested an alcohol license before. State and local laws require City review and authorization before an alcohol license may be issued.

Analysis

The Police Department and City Attorney have reviewed the proposed application and have not found any criminal record or other obstacle that prevent approval of the application. As the applicant appears to be in good standing staff recommends approval of the requested Beer “D” retail beer license.

Department Review

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

Significant Impacts

There are no significant impacts.

Recommendation

Approve the Alcohol License for China Star located at 1171 South 500 West #B, JinHua Huang as the responsible owner for the Class “D” retail beer license.

Attachments

1. Police Department Report
2. Application

1171 South 500 West #B



016390-0001 Olivia W. 04/05/2021 11:48AM
86015 - CHINA STAR CHINESE RESTAURANT,
181186
Business License - 6700 - 2021
Payment Amount: 50.00
Transaction Amount: 50.00
CREDIT-PLN: *****0325

CITY OF BOUNTIFUL
790 S. 100 E.
Bountiful, Utah 84010
801-298-6190

6700

181186

BEER LICENSE APPLICATION FOR BOUNTIFUL, UTAH
\$50.00 Filing Fee

1. I (we) hereby submit this application for a Class D license to sell beer strictly within the terms of the Ordinance of Bountiful and the Liquor Control Act of Utah.
2. Qualifications of Applicant: Each licensee must be over 21 years of age and a citizen of the United States or a resident alien or is otherwise lawfully residing within the United States.

I am (we are) of good moral character and have not been convicted of a felony or any violation of any law or ordinance relating to intoxicating liquors, or of drunken driving, or of keeping a gambling or disorderly house, or have not pleaded guilty to or have forfeited bail on a charge of having committed a felony or having violated any such law or ordinance. I am (we are) not a member of a partnership or corporation, applicant herein, of which any partner, director, or officer lacks any such qualifications.

I (we) have complied with the requirements, and possess the qualifications specified in the ordinances of Bountiful and the Liquor Control Act of Utah, and agree that if a license is issued that it shall be subject if revocation as provided by City Ordinances, and provisions of the Liquor Control Act of Utah.

3. Name of Business China star
Address of Business 1171 S 500 W #B
Type of Business Restaurant

Owner's name, address, and birth date. If a corporation list all the officers and directors. Use additional sheet if necessary.

Name JimHea Huang Address 22975 2125 W Woods Cross UT 84087 Birth date 05/09/82
call: 646 861 8399

Respectfully Submitted:

Title

Title

Title

Title

AFFIDAVIT

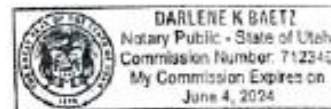
County of Davis State of Utah

Upon being first duly sworn, the above person (s) each deposes and says: That he/she is the applicant above named, that he has read the forgoing for application for Class beer license, that he knows the contents thereof, and that the statements contained therein are true.

Signature of applicants (owner) [Signature]

Subscribed and sworn to before me this 16 day of March 2021

Seal [Signature]
Notary Public



My Commission expires June 4, 2024

Residing at: Bountiful, UT

Class A - License fee \$250.00: Entitles the licensee to sell beer on the licensed premises only in original containers, not to exceed 5.5 gallons, for consumption off the premises in accordance with the Liquor Control Act and ordinances of the City.

Class B - License fee \$300.00: Entitles the licensee to sell beer on the licensed premises only in original containers for consumption on or off the premises in accordance with the Liquor Control Act and ordinances of the City.

Class C - License fee \$350.00: Entitles the licensee to sell beer on the licensed premises on draft and in original containers for consumption on or off the premises in accordance with the Liquor Control Act and ordinances of the City.

Class D - License fee \$500.00: Entitles the licensee to sell beer only on the licensed premises on draft or in original containers for consumption on the premises in accordance with the Liquor Control Act and ordinances of the City.

Note: \$50.00 FILING FEE IS CHARGED IN ADDITION TO THE ABOVE FEES. FEES ARE NOT PRORATED FOR A PORTION OF A CALENDAR YEAR.

BOUNTIFUL POLICE DEPT.
RECORDS DIVISION
NO RECORD
4221 BY PS