

BOUNTIFUL CITY COUNCIL

TUESDAY, June 27, 2023

6:00 p.m. – Work Session

7:00 p.m. - Regular Session

NOTICE IS HEREBY GIVEN on the Utah Public Notice Website, the Bountiful City Website and at Bountiful City Hall not less than 24 hours prior to the meeting 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.

The meeting is also available to view online, and the link will be available on the Bountiful City website homepage (www.bountifulutah.gov) approximately one hour prior to the start of the meeting.

AGENDA

6:00 p.m. – Work Session

1. Parking ordinance update and discussion – Mr. Francisco Astorga p. 3

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 meeting held June 13, 2023 p. 7
4. Council reports
5. Consider approval of expenditures greater than \$1,000 paid June 5 & 12, 2023 p. 17
6. Consider approval of the re-appointment of Mr. Alan Bott and the appointment of Ms. Beverly Ward to the Planning Commission for four year terms – Mr. Francisco Astorga p. 21
7. Consider approval of the appointments of Mr. Aaron Arbuckle and Mr. Andrew Hill to the Administrative Committee for two-year terms – Mr. Francisco Astorga p. 25
8. Bountiful Fiber implementation update – Mr. Gary Hill
9. Consider approval of Ordinance 2023-04 amending downtown building width standards – Ms. Amber Corbridge p. 27
10. Consider approval of the purchase of 15 transformers from Anixter Power Solution in the total amount of \$70,625 – Mr. Allen Johnson p. 49
11. Consider approval of the purchase of a Ford F250 4X4 4-door crew work truck from Young Automotive Group in the amount of \$48,917 – Mr. Brock Hill p. 51
12. Annual fraud risk assessment presentation – Mr. Tyson Beck p. 53
13. Consider approval of the contract from Hunt Electric for replacement of the traffic signal at the intersection of 2600 South and 200 West at the unit prices noted in the bid tabulation – Mr. Lloyd Cheney p. 57
14. Consider approval of an employment agreement amendment – Mr. Clinton Drake p. 63
15. Adjourn


City Recorder

City Council Staff Report

Subject: Residential Parking Requirements
Author: Francisco Astorga, AICP, Planning Director
Date: June 27, 2023



Background

During the May 23, 2023, City Council work session General Plan update the Council discussed residential parking standards including Council requested Land Use Code Text Amendment. Due to a recently submitted Land Use Code Text Amendment application by a Main Street property owner regarding reducing multi-family residential parking within the Downtown (DN) Mixed Use Zone, Staff suggested to handle both items separate in a responsive matter so that the possible City led request does not delay the DN applicant led request.

The Planning Commission reviewed the DN parking amendment application during the June 6, 2023, Planning Commission meeting and continued the item requesting Staff to provide alternate regulatory strategies (including their possible effects, consequences, etc.,) consisting of reducing the current parking ratios, exploring a parking ratio range (minimum and maximums), and exploring parking requirement/ratio elimination. As a result of the current research and analysis, the Planning Dept. is currently working with the Police Dept. and the Streets Dept. to have them provide input regarding the requested DN parking reduction. Additionally, Staff is also working with the Main Street business as well as the General Plan planning consultant to receive their input.

Staff request that Council discuss and give direction on the following:

- 1. Confirmation that Council desire to have an overall evaluation of residential parking requirements/ratios within the entire City which would include a City-led residential parking modification.**
 - a. If the Council does desire to review residential parking requirements citywide, should it be done now, or can the issue wait until after the General Plan is adopted?**
- 2. Give direction to Staff and the Planning Commission regarding which regulatory parking strategies the Planning Commission should consider, specifically:**
 - a. Reducing required on-site residential parking ratios,**
 - b. Setting minimum and maximum parking requirements, or**
 - c. Eliminating parking requirements/ratios entirely.**

Analysis

Control of parking has been around since the 1950s. The main theory is that if developed sites don't provide their own on-site (off-street) parking, drivers will try to park on neighboring streets or parking intended for businesses.

Having sufficient (but not too much) required on-site parking spaces, after thorough analysis, can provide flexibility in building design, maintain/enhance pedestrian-oriented developments, and allow more efficient use of buildable space, which in turn may reduce rents, including housing costs. This is based on the analysis of how City mandated parking requirements are derived from ranging from researching/analyzing local data/trends, reviewing recommendations from the Institute of Transportation Engineers (ITE) and their publications, “borrowing” regulations from other cities, and/or any combination thereof.

Also, it should be noted that development patterns, driving behaviors, economic trends, and technological advances change over time which incrementally impact how on-site parking may serve a community.

The current minimum number of on-site parking spaces within the entire City for multi-family dwellings are based on the following table:

Current Code (minimums no. of parking space)

Bedrooms	Requires Spaces	Visitor Spaces	Total Spaces per unit
1	1.5 / Unit	0.25 / Unit	1.75 / Unit
2	2.0 / Unit	0.25 / Unit	2.25 / Unit
3 or more	2.5 / Unit	0.25 / Unit	2.75 / Unit
At least one (1) of the required parking spaces above shall be a designated, covered parking stall for each dwelling unit. Visitor parking spaces shall be distributed throughout the project for convenient access from all units.			

The Planning Commission requested that a studio apartment unit ratio be considered separate from the 1-bedroom unit ratio, as currently interpreted by Staff seeing that there is no ratio for a studio apartment. The Commission also indicated that the impacts of mandating a covered parking stall be also included in the analysis as it is being questioned whether the City should keep this requirement.

The three (3) regulatory strategies that the Commission requests to analyze include the following:

- A. Parking Ratio Reduction. This strategy may include a simple ratio reduction. It may include an updated ratio based on the size of each unit instead of number of bedrooms per unit. Another consideration may include creating the same ratio for all units regardless of the number of bedrooms or size of each unit. Some municipalities provide a further ratio reduction based on proximity to public transit.
- B. Parking Ratio Range (minimum and maximums). This strategy focuses not only on providing the appropriate *minimum* ratio as described as item A but would also limit how much parking may be placed on a site as it incorporates a *maximum* number of parking spaces, creating a specified range.
- C. Parking Regulation/Ratio Elimination. This strategy removes required on-site parking spaces from the Land Use Code and provides the entire responsibility to the property

owner in providing the appropriate number of parking spaces for their tenants, which may include each property owner providing parking studies from transportation planners/engineers, economists, etc. Staff does not recommend this approach. But if considered, the City should still regulate parking size, location, layout, design, etc.

In conjunction with these regulatory parking strategies found above, shared parking can be utilized to use parking space generated by two (2) or more land uses without conflict or encroachment. This is effective when different land uses are found on the same parcel and/or relatively close by. The benefits of shared parking include variations in the accumulation of vehicles by hour, day, and season. It also results in relationships among the land uses that end in visiting multiple land uses on the same vehicle trip. The key goal of a shared parking analysis is to find the balance between providing adequate parking to support a development or area from a commercial or residential viewpoint and minimizing the negative aspects of excessive land area or resources devoted to parking.

The current Land Use Code allows reduced parking standards when parking intensities vary during the course of the day due to mixed uses or staggered operations shifts. The current DN Code allows non-residential parking on other private sites with certain parameters, agreements, etc. However, required parking spaces for residential uses are not eligible for private off-site parking.

Department Review

This staff report was written by the Planning Director and reviewed by the City Manager.

Significant Impacts

Providing Council input provides an opportunity for efficient communication with Staff, the Planning Commission, and the public.

Recommendation

Staff recommends that the Council provide input regarding the following:

Does the Council desire to have an overall evaluation of residential parking requirements/ratios within the entire City (not just the Downtown Zone)?

- If the Council does desire to review residential parking requirements citywide, should it be done now, or can the issue wait until after the General Plan is adopted?

Give direction to Staff and the Planning Commission regarding which regulatory parking strategies the Planning Commission should consider, specifically:

- Reducing required on-site residential parking ratios,
- Setting minimum and maximum parking requirements, or
- Eliminating parking requirements/ratios entirely.

Attachments

None

Minutes of the
BOUNTIFUL CITY COUNCIL
June 13, 2023 – 6:00 p.m.

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

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

Present:	Mayor Pro Tem	Millie Segura Bahr	
	Councilmembers	Jesse Bell, Kate Bradshaw, Richard Higginson, Cecilee Price-Huish	
	City Manager	Gary Hill	
	Asst City Manager	Galen Rasmussen	
	City Engineer	Lloyd Cheney	
	City Attorney	Clinton Drake	
	Planning Director	Francisco Astorga	
	Finance Director	Tyson Beck	
	Streets Director	Charles Benson	Golf Professional Kent McComb
	Asst Water Director	Jerry Wilson	
	Recording Secretary	Maranda Hilton	

Excused: Mayor Kendalyn Harris

Mayor Pro Tem Bahr called the meeting to order at 6:04 p.m. and welcomed those in attendance.

CREDIT CARD FEES AT GOLF COURSE – MR. GARY HILL

Mr. Gary Hill explained that although the Council recently voted to adopt a City-wide credit card fee policy, staff has realized that there is one anomaly that should be evaluated and perhaps reconsidered: Bountiful Ridge Golf Course online reservations. He explained that during COVID, the golf course changed to pre-paid online tee-time reservations only, which means that people do not have a choice but to use credit cards to reserve their tee time. The policy would be unfair to enforce when customers do not have another payment option. He added, however, that the credit card fees would still be passed on to the customers who choose to pay with a card at the pro shop, where they do still have a choice of payment type.

Mr. Kent McComb, Bountiful Ridge Golf Pro, added that because Utah has so many public courses, patrons have a lot of options and it’s vital that the golf course work hard to be competitive in pricing. No other golf courses in Utah pass on their credit card fees to the customer.

Mr. Hill said that staff is recommending and asking that the Council approve the absorbing of credit card fees at the golf course as part of the budget expenses, just as it has always been done.

Councilmembers Bradshaw and Bell asked how this change in policy would affect the golf course budget. Mr. Hill answered that the budget was created before the new policy was adopted, so

1 this would not affect the budget in that regard. The credit card fees will represent part of operating
2 costs, just like they always have.

3 The Councilmembers all expressed approval of the change to the policy.
4

5 **BOUNTIFUL FIBER UPDATE – MR. GARY HILL**

6 Mr. Hill reported that UTOPIA Fiber has officially ratified the contract with Bountiful City
7 and explained that the Council will need to approve a logo for the new Bountiful Fiber Department.
8 He talked about the City’s style guidelines regarding their various logos, presented five options for
9 them to consider, and asked for further direction. After some discussion, the Councilmembers asked
10 Mr. Hill to combine elements from some of the logos presented and bring those iterations back for
11 further assessment.

12 Mr. Hill continued by talking about what the next steps in the fiber process will be. He first
13 asked Mr. Lloyd Cheney to talk about his meeting with UTOPIA to look at hut sites.

14 Mr. Cheney reported that UTOPIA has all 10 huts ready and all the fiber and conduit in stock,
15 so they are very ready to start. Together with staff, they have located all the sites for the fiber huts,
16 which will all be located on City-owned property. The next step needed is to get utilities to each
17 location and go through the permitting process for construction.

18 Mr. Hill said that they will hold their pre-construction meeting a week from Monday. Mr.
19 Cheney added that the Engineering Department has been supplying UTOPIA with subdivision and
20 PUD plats and utility information, and he expects the first hut site drawings to be submitted in about
21 ten days or so.

22 Mr. Hill said that construction will not be based on chasing subscriptions, rather they will
23 build the system in the most efficient way possible and will start in the Northwest section of the City.
24 On the Thursday after the pre-construction meeting (June 29) they will hold a groundbreaking
25 ceremony. Then on July 11 they will hold the public bond hearing at the Council meeting, and the
26 bond should be funded by July 29.

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28 Mayor Pro Tem Bahr closed the meeting at 6:48 p.m.
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Regular Meeting – 7:00 p.m.
City Council Chambers

Present:	Mayor Pro Tem	Millie Segura Bahr
	Councilmembers	Jesse Bell, Kate Bradshaw, Richard Higginson, Cecilee Price-Huish
	City Manager	Gary Hill
	Asst City Manager	Galen Rasmussen
	City Engineer	Lloyd Cheney
	City Attorney	Clinton Drake
	Planning Director	Francisco Astorga
	Finance Director	Tyson Beck
	Streets Director	Charles Benson
	Power Director	Allen Johnson
	Assistant City Engineer	Todd Christensen
	Assistant Water Director	Jerry Wilson
	Senior Planner	Amber Corbridge
	Recording Secretary	Maranda Hilton
Excused:	Mayor	Kendalyn Harris

WELCOME, PLEDGE OF ALLEGIANCE AND THOUGHT/PRAYER

Mayor Pro Tem Bahr called the meeting to order at 7:02 p.m. and welcomed those in attendance. Mr. James Harwell led the Pledge of Allegiance and Rev. Mark Schlamann, Cross of Christ Lutheran Church, offered a devotion and a prayer.

PUBLIC COMMENT

The public comment section was opened at 7:06 p.m.

Mr. Gary Davis (2814 South 500 West) invited everyone to come to amateur radio field day the last weekend of June, at Bavela’s Farm in Centerville. He explained that the exercise will run for 24 hours, starting Saturday, June 24 at noon and ending at noon on Sunday, June 25. He said that it is a chance for radio operators to showcase their capabilities to the public and to have some fun.

Ms. Mary Jane Biehn (4062 Bridlewood Drive) explained that she was there concerning two recent letters that the City sent out. She said that she felt if there was excess money in the Power Fund being transferred to the General Fund, then that money ought to be kept in the Power Fund so that power rates could remain lower. She also thanked the Council for having prayer at their meetings.

Ms. Tali Bruce (Owner of Robintino’s) explained that a couple comments were made in the last Planning Commission meeting that were not in favor of her operating a bar in Bountiful. She explained that her state liquor license will expire if she does not open Tino’s Taproom soon, but she feels there have been a lot of hoops to jump through and the process is taking a long time.

1
2 Ms. Laura Pennock (1115 South Main Street) stated that she is in support of the taproom
3 being opened, saying that she thinks it will be really good to keep more tax dollars in Bountiful rather
4 than have people going to Salt Lake and spending their money there.

5
6 Ms. Jayna Powers (Farmington) also expressed her support of Ms. Bruce opening the bar in
7 Bountiful, and said she thinks it will be a safe space for people to go and enjoy a glass of wine. She
8 lauded Ms. Bruce’s integrity as a business owner and said Ms. Bruce will be a positive light in the
9 community.

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11 The public comment section was closed at 7:15 p.m.

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13 **CONSIDER APPROVAL OF MINUTES OF PREVIOUS MEETING HELD MAY 9, 2023**

14 Councilmember Higginson made a motion to approve the minutes from May 9 and
15 Councilmember Bell seconded the motion. The motion was approved with Councilmembers Bahr,
16 Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

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18 **COUNCIL REPORTS**

19 Councilmember Bradshaw took a moment to explain that Councilmembers are restricted to
20 talking about the topics that are posted on the agenda at the meeting, but that they do take notes
21 during public comment time and are happy to find a time to address concerns that were not addressed
22 during the meeting. Next, she explained that the Recreation Board met last night and continued their
23 budget discussions. The proponents of a property tax increase have lowered their proposal from a
24 150% increase to a 100% increase, but she said she still has reservations about them not looking into
25 cost cutting measures more heavily. They have proposed increasing the pass fees and having
26 Farmington High School help pay for the cost of the pool. A decision on the budget will have to be
27 made within the next 30-60 days. She noted that the board meetings are open to the public and
28 encouraged people to come and share their opinions.

29 Councilmember Higginson did not have a report.

30 Councilmember Price-Huish reported that Summerfest held its first event the previous
31 evening at Town Square and said there will be two more upcoming Summerfest events on June 19
32 and June 26. The Bountiful Rotary will hold its annual Car Show, which raises thousands of dollars
33 for children in need, this Friday and Saturday on Main Street and at Bountiful Park. She encouraged
34 everyone to go participate.

35 Councilmember Bell reported that the Bountiful Summer Concert series will begin June 23
36 with the Bountiful’s Got Talent concert.

37 Councilmember Bahr did not have a report.

38
39 **BCYC REPORT**

40 Ms. Olive Yates, BCYC City Recorder, reported that the Youth Council hosted the Stomp on
41 Main event last Friday, and that it was a successful event with over 200 students attending. They plan
42 on holding it again next year. She also reported that the Youth Council recently volunteered at the
43 Chalk Art Festival and will also help with Summerfest and the Car Show. The swearing-in ceremony
44 for their new BCYC officers will take place tomorrow, and they have 70 members this year, which
45 makes them the second-largest Youth Council in Utah.

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CONSIDER APPROVAL OF:

- A. EXPENDITURES GREATER THAN \$1,000 PAID MAY 15, 22 & 29, 2023**
- B. APRIL 2023 FINANCIAL REPORT**

Councilmember Price-Huish made a motion to approve the expenditures paid May 15, 22 & 29, 2023, and the April 2023 financial report. Councilmember Higginson seconded the motion, which passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

Councilmember Higginson noted that the staff report lists expenditures from May 30 instead of the 29, due to the Memorial Day holiday, and said that he supports whichever date applies to the motion. Mr. Tyson Beck confirmed that the date was the 30, due to the holiday.

CONSIDER APPROVAL OF RESOLUTION 2023-07 WHICH ALLOWS THE CITY TO ENTER INTO AN INTERLOCAL COOPERATION AGREEMENT WITH THE SOUTH DAVIS RECREATION DISTRICT FOR EMPLOYEE SERVICES – MR. TYSON BECK

Mr. Beck presented the interlocal agreement with the South Davis Recreation District for approval. He explained that the City began contracting with the Rec District in 2007 to provide them with various administrative, maintenance and other services. The agreements last for one year and are then renewed after evaluating the time each employee spends on District services. The City then gives the District a 10% discount off the total.

Mr. Beck reported that this year’s renewal will include a 13.47% increase from the prior fiscal year and explained that the increase was in large part due to the considerable amount of time staff has spent helping the District evaluate their budget issues.

Councilmember Higginson asked if this agenda item was delayed due to the District Board wanting to evaluate the agreement at their meeting. Mr. Beck answered affirmatively, saying that the Board wanted to review the reason for the increase and that he sat down with the Chair and the Director and went over all the calculations with them.

Councilmember Bradshaw added that although the contract was greater than the Board anticipated, she felt the City has been exceptionally transparent about the time they take on those services and they do give the District a 10% discount. She also spoke about how critical Mr. Beck has been to them as they have reviewed the budget.

Councilmember Higginson thanked Mr. Beck and Councilmember Bradshaw for their work on the Rec Board, saying it was critical and that they represent the values of the community well.

Councilmember Bradshaw made a motion to approve Resolution 2023-07 and Councilmember Higginson seconded the motion. The motion passed with Councilmembers Bahr, bell, Bradshaw, Higginson and Price-Huish voting “aye.”

CONSIDER APPROVAL OF THE ARCHITECTURAL SITE PLAN FOR RENAISSANCE TOWNE CENTER LOT 11 AT 1791 SOUTH RENAISSANCE TOWNE DRIVE – MS. AMBER CORBRIDGE

Ms. Amber Corbridge explained that this site plan is for Lot 11 at Renaissance Towne Center, a mixed-use residential zone, and will contain a multi-family development consisting of 17 townhouses, three apartments and two non-residential office/retail spaces. The Planning Commission forwarded a unanimous positive vote with the following conditions: fix the inconsistencies by removing the patio fencing on the elevations, and address fire and engineering comments as requested.

1 Councilmember Higginson made a motion to grant preliminary and final approval for the
2 architectural site plan for Renaissance Towne center Lot 11 and Councilmember Bell seconded the
3 motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish
4 voting “aye.”

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6 **CONSIDER APPROVAL OF RESOLUTION 2023-08 AUTHORIZING THE ISSUANCE OF**
7 **SALES TAX REVENUE BONDS FOR CAPITAL FIBER AND RELATED MATTERS – MR.**
8 **GALEN RASMUSSEN**

9 Mr. Galen Rasmussen explained that as a follow-up to the UTOPIA Fiber contract approval
10 given on May 23, City staff is now authorized to move forward with the issuing of bonds. The City
11 has enlisted the services of a financial advisor (Lewis, Young, Robertson & Burningham) and a bond
12 council firm (Farnsworth Johnson). The resolution asks for a limit of \$47M in aggregate principal
13 amount, for the purpose of financing the acquisition and construction of a City-wide fiber optic
14 network. It also designates the officer who can make the housekeeping decisions on the bond issue;
15 the City Manager, and as alternates, the Assistant City Manager and the Finance Director. The
16 resolution also lays out the financial institutions, firms, bond counsels, and underwriters involved in
17 the issuance. The paying agent will be U.S. Bank.

18 Councilmember Bradshaw made a motion to approve Resolution 2023-08 and
19 Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bahr,
20 Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

21
22 **CONSIDER FOR ADOPTION – FY2023 AMENDED BUDGET AND FY2024 FINAL**
23 **BUDGET WITH RELATED ITEMS – MR. GALEN RASMUSSEN**

24 Mr. Rasmussen explained that after many hours of work and many meetings, the budget is
25 ready for adoption. He noted that the budget seeks to align with the policy priorities set forth by the
26 Council every January. He explained the key points of this budget; the budget is balanced as required
27 by law, no property tax increase is being proposed, fee increases have been proposed for Engineering,
28 Planning, Recycling, Water, Power and the Cemetery, a 5% Cost of Living Adjustment is being
29 proposed for employee salaries, eligible employees will receive their merit increases, a 7% increase
30 for medical insurance is being proposed, and new positions have been proposed for Legal, Police and
31 Recycling Departments, as well as a reclassification of a position in the Finance Department. He
32 stated that the net revenues total \$108,150,755.00.

33 Mr. Rasmussen explained that tonight the Council must hold public hearings for the following
34 items: an amended transfer from the light & Power Fund to the General Fund for FY2023, the
35 transfer from the Light & Power Fund to the General Fund for FY2024, the amended FY2022-2023
36 budget, and the FY2023-2024 final budget. They must also consider adoption of Ordinance 2023-03
37 amending the FY2023 budget, adopting the FY2024 final budget and all related rates, user fees, long-
38 term capital plan and property tax rates.

39
40 **A. PUBLIC HEARING ON THE FY 2022-2023 AMENDED TRANSFER OF FUNDS**
41 **FROM LIGHT AND POWER FUND TO GENERAL FUND**

42 Mr. Rasmussen gave an overview of the transfer, saying that the transfer amount is
43 being changed from \$2,582,080 (8.4% of budgeted expenses) to \$2,800,000 (9.1% of
44 budgeted expenses).

45 The public hearing opened at 7:53 p.m.
46

1 Mr. Ron Mortensen strongly encouraged the City to protect the Light & Power Fund
2 by not transferring those extra funds to the General Fund. He commented on the raising of
3 power rates and flat fees, putting Bountiful over Utah Power & Light's fee. He asked why we
4 would take money from the Power Fund when their reserves are declining.

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6 Mr. Chase Hathaway (360 North 300 West) said he would like to see more
7 information about this transfer, especially what those funds will be used for. He wonders why
8 the Power Fund is being descoped for other things.

9
10 Ms. Elaine Oaks (62 West 2700 South) said that the 15% increase in power rates
11 seems unnecessary when funds are then being moved to other places. She said this feels like a
12 tax increase, but without a Truth in Taxation being conducted.

13
14 Mr. Harrison Smith (112 West 2500 South) said he was really surprised by the 15%
15 power rate increase, and said he wondered how the City Council is investing in power
16 resources for the future. He is concerned that rates will continue to climb.

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18 The public hearing was closed at 7:59 p.m.

19
20 Councilmember Higginson asked to address the last comment. He said that the transfer
21 to the General Fund is a percentage of metered sales, and because metered sales were higher
22 than expected, they are transferring the additional money from that. He also said that the
23 power resource situation is dire right now, especially with the push in Washington D.C. to de-
24 carbonize everything with no adequate replacement of resources. He said he expects the
25 prices to rise until the federal government invests in more carbon free resources.

26 Mr. Gary Hill added that the City's policy is to always transfer 10% of metered sales,
27 and if the City did not make the transfer, it would significantly raise property taxes. Because
28 there are entities in the community who do not pay property taxes, but who do pay for
29 utilities, this is the more equitable way to distribute the costs of living in the City.

30 Mr. Allen Johnson addressed the power rate increase, saying that historically the City
31 bought 43% of its power from the Colorado River Storage Project (CRSP), but due to
32 compounded years of drought, that resource has been greatly impacted and the City will only
33 be able to purchase about 26% of its power from the CRSP this year. The City will now have
34 to purchase more of its power from the market, which is much more expensive, and buy its
35 power at higher rates than it is sold for.

36
37 **B. PUBLIC HEARING ON THE FY 2023-2024 TRANSFER OF FUNDS FROM LIGHT**
38 **AND POWER FUND TO GENERAL FUND**

39 Mr. Rasmussen explained what the Administrative Services Transfer is, then reported
40 that the total transfer amount to the General Fund from the Light & Power Fund is \$3,050,000
41 for FY 2023-2024.

42 The public hearing was opened at 8:02 p.m.

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44 Mr. Ron Mortensen proposed that the transfer be based only on those entities who do
45 not pay property taxes instead of based on all metered sales. He reiterated his desire that those
46 funds stay in the Light & Power Fund where it is needed.

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The public hearing was closed at 8:09 p.m.

Councilmember Bradshaw explained that in April during the public budget meetings, they had a lengthy discussion about power resources. She said that the City is facing powerful headwinds from both the federal and state governments. She noted that the City does have some solar projects in its portfolio, but that pandemic supply-chain issues have slowed those down considerably. She advised everyone to take a look at the minutes from that budget meeting if they want to know more about where those funds will be spent. She said they will find that it’s going toward the police budget, parks budget, streets budget, etc. and that everyone utilizes those services. She also noted that although a Truth in Taxation is not being held, she believes the State requires this public hearing to approximate that process for instances like this. She encouraged anyone with questions to stick around after the meeting and she would be happy to help point them to those resources that can give answers.

Councilmember Higginson added that although there is an increase and high prices right now, the City has historically been able to make the transfer and enjoy some of the lowest power rates in the region, and he knows it will return to that. He believes the trade-off for lower property taxes is a good one and he supports it.

C. PUBLIC HEARING ON THE FY 2022-2023 AMENDED BUDGET AND THE FY 2023-2024 FINAL BUDGET

Mr. Rasmussen showed how the property taxes from all the taxing entities add up to the total and pointed out that the City only collects a small portion of a homeowner’s tax. He explained that the City is not proposing a tax increase this year, which means that the rate will be reduced.

Mr. Rasmussen went over a list of the departments seeking an amendment to their budgets this year.

Mr. Tyson Beck went over the details of the Interfund Loan between the Capital Projects Fund and the new Fiber Fund. He explained that the City’s agreement with UTOPIA Fiber requires the City to pay UTOPIA \$5.1M before the end of the fiscal year. This payment is specifically to pay for the existing fiber infrastructure that the City is purchasing from them, and for the inventory they have already acquired for the construction of the new network. The bond to finance the fiber project will not be funded by that time, so the City needed to find another funding source. Staff has decided that instead of borrowing from an outside entity, the City should borrow that money from the Capital Projects Fund, and as a result the City will pay less in interest and avoid paying any typical loan transfer fees. The term of the loan will be 15 months and the interest rate will be 5.06%. Once the bonds are issued, the Capital Projects Fund will be paid back with interest.

The public hearing was opened at 8:29 p.m.

No comments were made.

The public hearing was closed at 8:30 p.m.

D. CONSIDERATION OF ORDINANCE 2023-03 ADOPTING AMENDED AND FINAL BUDGETS, PROPERTY TAX RATES, COMPENSATION SCHEDULES, AND RELATED ITEMS

Mr. Rasmussen explained that this Ordinance basically encompasses everything that was discussed this evening for the budgets.

Councilmember Higginson made a motion to approve Ordinance 2023-03 adopting amended and final budgets, property tax rates, compensation schedule and related items and Councilmember Bradshaw seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

Councilmember Higginson thanked the financial staff for their exemplary behavior in wanting the interfund loan details and terms to be made public before the vote.

CONSIDER APPROVAL OF RESOLUTION 2023-09 ESTABLISHING AN INTERFUND LOAN BETWEEN CAPITAL PROJECTS FUND AND FIBER FUND – MR. TYSON BECK

Councilmember Bell made a motion to approve Resolution 2023-09 and Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

CONSIDER APPROVAL OF THE BID FROM NORTHEEND BUILDERS TO BUILD THE 2023 MUELLER PARK STRUCTURES – BRIDGES #2 & #3 IN THE AMOUNT OF \$354,319 – MR. TODD CHRISTENSEN

Mr. Todd Christensen explained that bridges #2 and #3 are ready to be installed in Mueller Park Canyon. Staff decided that due to their similarities, location, length, style and material, they should be combined into one contract. Northend Builders came back with the lowest bid. The City is unfamiliar with them, but the references were very positive, and showed that Northend Builders has a good deal of experience with projects that require helicopter assistance. Staff expects that the installation of at least one of these bridges will require helicopter assistance so that is a good thing.

Councilmember Price-Huish asked what the timeline is for the installation of the bridges. Mr. Christensen answered that the deadline for installation is the end of October, and they expect it will be met.

Councilmember Bell asked if the bid price included everything, including installation. Mr. Christensen said that it did.

Councilmembers Bradshaw and Bell asked Mr. Christensen for updates on more of the trail projects. Mr. Christensen gave them updates on project timelines and answered all their questions.

Councilmember Bell made a motion to approve the bid from Northend Builders and Councilmember Bradshaw seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

CONSIDER APPROVAL OF M.C. GREENE & SONS, INC.’S PROPOSAL FOR THE 2023 WATERLINE PROJECTS AT THE UNIT PRICES SUBMITTED IN THE PROPOSAL – MR. LLOYD CHENEY

Mr. Lloyd Cheney explained that he was happy to see that M.C. Greene & Sons had the lowest bid on this project, because the City has a good working relationship with them. He pointed out that costs are still going up, as shown in the table he included in the staff report, but not as steeply as costs climbed last year. He added that the Water Department has seen improvements in the

1 availability of materials so he is hopeful that this project can be completed without delays for
2 materials.

3 Councilmember Price-Huish thanked Mr. Cheney for his extra work to include the price
4 comparison chart and said she was happy to see that some of the supply issues are getting better.

5 Councilmember Price-Huish made a motion to approve the contract with M.C. Green & Sons
6 and Councilmember Bell proposed amending it to include the phrase “at the unit prices outlined in
7 the staff report”, which was accepted by Councilmember Price-Huish and seconded by
8 Councilmember Bell. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and
9 Price-Huish voting “aye.”

10
11 **CONSIDER APPROVAL OF A ONE-YEAR EXTENSION TO THE APPROVED PUD PLAT**
12 **FOR DESERET FIRST LOCATED AT 260/262 NORTH 500 WEST – MR. FRANCISCO**
13 **ASTORGA**

14 Mr. Francisco Astorga explained that the applicant can apply for a one-year extension to
15 record this plat, and they were previously granted a six-month extension, but they now feel they need
16 more time and wish to receive another six-month extension. However, the issue with the adjacent
17 property line has been causing the delay but will be solved in just a few weeks. He said that staff
18 recommends granting them the requested extension.

19 Councilmember Higginson made a motion to approve the extension to Deseret First Credit
20 Union and Councilmember Price-Huish seconded the motion. The motion passed with
21 Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

22
23 **ADJOURN**

24 Councilmember Price-Huish made a motion to adjourn the regular session and
25 Councilmember Higginson seconded the motion. The motion passed with Councilmembers Bahr,
26 Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

27
28 The regular session was adjourned at 8:52 p.m.
29

Mayor Kendalyn Harris

City Recorder

City Council Staff Report

Subject: Expenditures for Invoices > \$1,000 paid
June 5 & 12, 2023

Author: Tyson Beck, Finance Director

Department: Finance

Date: June 27, 2023



Background

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

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

Analysis

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

Department Review

This report was prepared and reviewed by the Finance Department.

Significant Impacts

None

Recommendation

Council should review the attached expenditures.

Attachments

Weekly report of expenses/expenditures for invoices equaling or exceeding \$1,000, paid June 5 & 12, 2023

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid June 5, 2023**

<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>
10883	AL'S NURSERY	Parks	104510 426000	Bldg & Grnd Suppl & Maint	2,760.00	234038	10899	Wave Petunias for Bountiful City
1211	ASPHALT MATERIALS IN	Streets	104410 441200	Road Matl Patch/ Class C	1,722.50	234041	1154971	Cold Mix - Customer # 5628
1507	BURT BROTHERS TIRE I	Parks	104510 425000	Equip Supplies & Maint	1,101.13	234044	1030109536	Tires & Service - Cust ID # 134
1596	CATE RENTAL & SALES,	Storm Water	494900 425000	Equip Supplies & Maint	1,849.32	234048	236703	Misc. Parts & Supplies - Customer # 02308
1602	CDW GOVERNMENT, INC.	Police	104210 425500	Terminal Maint & Queries	17,250.00	234049	JG88989	Misc. Supplies - Customer # 6530022
1605	CEM AQUATICS	Parks	104510 426000	Bldg & Grnd Suppl & Maint	1,023.50	234050	12533	Chemical Treatment for Water Feat. - Cust # BOU05
14483	HAVEA, MONALISA	Liability Insurance	636300 451150	Liability Claims/Deductible	8,788.95	234070	06022023	Final Settlement
11418	HUMDINGER EQUIPMENT	Landfill	575700 425000	Equip Supplies & Maint	1,249.89	234075	31700	Joystick
11418	HUMDINGER EQUIPMENT	Landfill	575700 425000	Equip Supplies & Maint	2,573.69	234075	31687	Hydraulic Cylinder
2562	HYDRO SPECIALTIES CO	Water	515100 448650	Meters	9,558.80	234078	26964	ERT's Metering
2670	J-MAC RADIATOR WAREH	Streets	104410 425000	Equip Supplies & Maint	3,000.00	234083	58267A	Radiator for Bountiful City
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	2,186.08	234088	9653	Patching - Customer # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	2,272.92	234088	9660	Patching - Customer # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	2,764.84	234088	9739	Patching - Customer # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	2,901.60	234088	9645	Patching - Cust # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	3,467.36	234088	9673	Patching - Customer # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Legislative	454110 473100	Improv Other Than Bldgs	3,911.96	234088	9628	Washington Park Patching - Cust # BOUN02610
13969	LAUNCH CONSTRUCTION	Legislative	454110 473100	Improv Other Than Bldgs	275,925.21	234090	2202-10	Project Washing Park
2987	M.C. GREEN & SONS IN	Streets	454410 473600	New Road Construction	89,162.56	234096	4836	Project Eagle Ridge Extension -Application # 7
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist Systeem Repair & Maint	1,059.81	234102	5105412098.001	Adapters - Customer # 18498
3279	NEWMAN CONSTRUCTION,	Water	515100 473110	Water Mains	182,343.71	234106	22030D 6	2022 Water Line Projects - Application # 6
9416	PARKIN TENNIS COURTS	RAP Tax	838300 426100	Special Projects	236,320.00	234110	2340	Cheese Park Pickleball Courts for Bountiful City
5553	PURCELL TIRE AND SER	Streets	104410 425000	Equip Supplies & Maint	1,225.60	234114	280044666	Tires - Acct # 2801867
13120	RECYCLE IT	Landfill	575700 448000	Operating Supplies	5,070.00	234116	10102	338 Mattress Recycling for Bountiful City
10586	ROCKY MOUNTAIN RECYC	Recycling	484800 431550	Recycling Processing Fees	9,960.92	234119	NP-119428	Recycling Fees for Bountiful City
11879	ROCKY MTN MONUMENT	Cemetery	595900 425000	Equip Supplies & Maint	1,000.00	234120	IN00991	Vera & Clinton Gortat Marker - Customer # BOUNTIFU
3938	SKM INC.	Water	515100 431000	Profess & Tech Services	1,961.25	234124	25467	Project # M187 - Engineering Maintenance
3974	SONNTAG RECREATION,	Legislative	454110 473100	Improv Other Than Bldgs	150,762.00	234125	22275	Installation of Playground & Food Fiber
3985	SOUTH DAVIS SEWER DI	Golf Course	555500 426020	Clubhouse Building Maintenance	1,778.00	234127	IMP	Building Sewer Impact Fees - Acct # 20169-00
12495	SOUTHWEST THERMAL	Light & Power	535300 448627	Echo Hydro Operating Costs	1,633.86	234129	IV-2302-0889	Heat Exchanger for Bountiful City Power
4126	SYMBOLARTS	Police	104210 445100	Public Safety Supplies	1,074.50	234133	0464077	Police Officer Badge
4150	TECH CONNECT HOLDING	Police	104210 426000	Bldg & Grnd Suppl & Maint	45,386.15	234134	B2303P31-IN	Misc. Battery & Parts - for Bountiful City P.D.
4171	THATCHER COMPANY	Water	515100 448000	Operating Supplies	3,386.53	234135	2023100113517	T-Chlor - Acct # C1303
4171	THATCHER COMPANY	Water	515100 448000	Operating Supplies	5,434.00	234135	2023100113413	T-Floc - Acct # C1303
4229	TOM RANDALL DIST. CO	Streets	104410 425000	Equip Supplies & Maint	1,252.00	234138	0362669	Bulk Oil - Acct # 000275
10810	URBAN, DAN	Information Technology	104136 423000	Travel & Training	1,477.14	234142	06072023	Reimbursed for Travel & Training Expense
14607	VALLEY WIDE HEATING	Golf Course	555500 474500	Machinery & Equipment	20,121.59	234149	7959	Install Ambian heat pump-for Bountiful Ridge Golf
4450	VERIZON WIRELESS	Police	104210 428000	Telephone Expense	1,988.59	234151	9935549386	Account # 771440923-00001
7732	WINGFOOT CORP	Police	104210 426000	Bldg & Grnd Suppl & Maint	2,295.00	234157	111573	Janitorial Cleaning Servies for May 2023
4690	ZOLLINGER MACHINE	Recycling	484800 425000	Equip Supplies & Maint	1,500.00	234160	1218	Repair on Recycle Truck for Bountiful City
TOTAL:					<u>1,110,500.96</u>			

Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid June 12, 2023

<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>
13972	3XL INC.	Trails	454550 473101	Improv. Other Than Bldg-Bond \$	53,123.47	234162	00000-04	Work on North Canyon Trailhead- Bountiful City
1164	ANIXTER, INC.	Light & Power	535300 448632	Distribution	1,130.00	234166	5612809-04	1/0-2 Mini Wedge - Customer # 6000052
13077	AVID TRAILS	Trails	454550 473101	Improv. Other Than Bldg-Bond \$	12,237.00	234167	Mueller Park A-01	10% Deposit for mobilization & field design time.
9387	BURGOYNE, DAVID	Finance	104140 423000	Travel & Training	1,547.93	234171	06142023	Travel&Train Expense reimbursement Tyler Tech Conf
1597	CATERING BY BRYCE	Police	104210 422000	Public Notices	1,165.50	234177	6765	Orange Chicken Breast Meal for Kathy's Retirement
14650	CHAPMAN, LORI	Legislative	104110 492050	Bntfl City Youth Council	1,710.40	234180	16674	BCYC Hooded Sweatshirt for Bountiful City BCYC
14651	CREATIVE TRAILS, INC	Trails	454550 473101	Improv. Other Than Bldg-Bond \$	12,000.00	234185	06062023	Project: Bountiful Trails Project Managment
1826	CUMMINS ROCKY MOUNTA	Streets	104410 425000	Equip Supplies & Maint	2,085.58	234188	60-62254	Turbo Actuator - Customer # 466117
2875	CURTIS BLUE LINE	Police	104210 423000	Travel & Training	1,000.00	234189	INV710377	Mountain States SWAT Training - Cust # C4197
9982	DIAMOND TREE EXPERTS	Light & Power	535300 448632	Distribution	11,572.00	234195	76411	Tree Trimming
9982	DIAMOND TREE EXPERTS	Light & Power	535300 448632	Distribution	11,847.60	234195	76408	Tree Trimming
5281	DOMINION ENERGY UTAH	Police	104210 427000	Utilities	2,038.54	234197	06012023F	Account # 3401140000
5281	DOMINION ENERGY UTAH	Light & Power	53 213100	Accounts Payable	14,625.65	234197	06012023L	Natural Gas - Account # 6056810000
2058	ELECTRO INDUSTRIES	Light & Power	535300 448639	Substation	6,606.51	234202	INV-24457	Sun. Panel Meters for Bountiful Light & Power
2164	FERGUSON ENTERPRISES	Water	515100 448400	Dist System Repair & Maint	1,621.12	234207	1213556	6" Couplers - Customer # 48108
2350	GREEN SOURCE, L.L.C.	Golf Course	555500 426000	Bldg & Grnd Suppl & Maint	1,957.00	234217	23493	Turf Supplies for Bountiful Ridge Golf
14474	INTERMOUNTAIN UPFIT	Police	104210 425430	Service & Parts	8,333.30	234226	1475	Misc. Works/Labor for Bountiful City P.D.
6959	JANI-KING OF SALT LA	Light & Power	535300 424002	Office & Warehouse	1,828.25	234230	SLC06230047	June 2023 Custodial Service - Cust # 065075
2719	JMR CONSTRUCTION INC	Streets	104410 473400	Concrete Repairs	24,382.38	234232	06122023	Work completed in May 2023
2719	JMR CONSTRUCTION INC	Storm Water	494900 441250	Storm Drain Maintenance	14,431.00	234232	06122023	Work completed in May 2023
2719	JMR CONSTRUCTION INC	Storm Water	494900 441260	Wtrway Replcmt-Concrete Rpr	6,509.50	234232	06122023	Work completed in May 2023
2719	JMR CONSTRUCTION INC	Water	515100 461300	Street Opening Expense	1,042.00	234232	06122023	Work completed in May 2023
2719	JMR CONSTRUCTION INC	Light & Power	535300 448632	Distribution	1,032.00	234232	06122023	Work completed in May 2023
2719	JMR CONSTRUCTION INC	Redevelopment Agency	737300 426100	Special Projects	15,940.00	234232	06122023	Work completed in May 2023
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	1,457.04	234235	9723	Patching - Cust # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	2,938.52	234235	9708	Patching - Cust # BOUN02610
2886	LAKEVIEW ROCK PRODUC	Water	515100 461300	Street Opening Expense	1,915.84	234236	413763	Road Base - Customer # BCTY07399
2886	LAKEVIEW ROCK PRODUC	Water	515100 461300	Street Opening Expense	4,058.56	234236	413844	Road Base - Customer # BCTY07399
2983	M & M ASPHALT SERVIC	Streets	104410 473200	Road Materials - Overlay	135,000.00	234242	123181	Road Slurry Project for Bountiful City
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist System Repair & Maint	1,199.30	234250	S105438443.001	Misc. Parts & Supplies - Customer # 18498
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist System Repair & Maint	2,398.61	234250	S105438443.002	Misc. Parts & Supplies - Customer # 18498
3279	NEWMAN CONSTRUCTION,	Charge For Services-Proprietar	517000 371110	Metered Water Sales	1,200.00	234255	06082023	Reimbursed Fire Hydrant Meter Deposit
14611	OPUS INSPECTION	Streets	104410 448000	Operating Supplies	6,639.00	234261	13861760	Ut Davis County OBD/TSI - Customer # DBT00312
9721	OVERHEAD DOOR CO OF	Light & Power	535300 424002	Office & Warehouse	3,306.88	234262	5310586944	Basement Door Panel
7168	PECK'S PAINTING, LLC	Police	104210 426000	Bldg & Grnd Suppl & Maint	4,970.00	234264	5977	Prep & Touch Up throughout Bountiful P.D.
5429	PERFORMANCE FORD LIN	Police	454210 474500	Machinery & Equipment	34,431.00	234266	05262023	2023 Ford Escape - VIN # PUA28920
3458	PETERBILT OF UTAH, I	Streets	104410 425000	Equip Supplies & Maint	1,613.72	234269	986646PU	Misc. Parts & Supplies - Acct # 457
3536	POWER PRODUCT SERVIC	Light & Power	535300 448639	Substation	5,017.29	234273	INV059709	NE Sub. Battery
5553	PURCELL TIRE AND SER	Recycling	484800 425000	Equip Supplies & Maint	4,462.82	234274	280045851	Tires - Acct # 2801867
3812	SAFETY SUPPLY & SIGN	Streets	104410 441300	Street Signs	1,656.80	234283	185387	Reflective Vests - Customer ID 00330
7941	SHAMROCK PLUMBING LL	Golf Course	555500 426100	Special Projects	2,906.31	234287	5D3273	Job # 48107 Install Drinking Fountain - Cust # 342
3972	SOLAR TURBINES, INC.	Light & Power	535300 448614	Power Plant Equipment Repairs	2,547.49	234289	AR570082057	Titan Gas Detector - Acct # 400004258
4026	STAKER & PARSONS	Golf Course	555500 426000	Bldg & Grnd Suppl & Maint	2,559.11	234291	6089763	Bountiful Ridge Golf sand for Golf Course
4229	TOM RANDALL DIST. CO	Streets	104410 425000	Equip Supplies & Maint	29,483.85	234302	0362965	Fuel - Acct # 000275
4229	TOM RANDALL DIST. CO	Golf Course	555500 425000	Equip Supplies & Maint	2,824.56	234302	0363069	Fuel - Acct # 000276
5442	TRAVIS MATHEW, LLC	Golf Course	555500 448240	Items Purchased - Resale	1,586.23	234304	91273899	Men's Wear - Acct # 1006176
4273	TURF EQUIPMENT CO	Golf Course	555500 448220	Pro Shop Misc Supplies	2,007.00	234305	3014517-00	Turf Supplies - Customer # 2144

9927 UTAH DEPARTMENT OF P	Police	104210	413040	State Retirement & 401 K	3,800.00	234310 06122023	2023 Local Public Safety Trust Fund Contribution
7842 UTILISYNC LLC	Storm Water	494900	448000	Operating Supplies	2,400.00	234311 INV-1510	Base Subscription for Storm Water- Bountiful City
10818 VALLEY GLASS INC	Police	104210	426000	Bldg & Grnd Suppl & Maint	2,465.00	234312 I10104751	Tempered Insul Unit Install - Acct # 0692
10818 VALLEY GLASS INC	Police	104210	426000	Bldg & Grnd Suppl & Maint	8,269.25	234312 I10103738	Windshield Replacement - Acct # 0692
4450 VERIZON WIRELESS	Light & Power	535300	448641	Communication Equipment	2,032.98	234313 9936169645	Account # 371517689-00001
5389 YOUNG WHOLESALE	Liability Insurance	636300	451150	Liability Claims/Deductible	2,763.17	234322 635675	Accident Repairs - Street - Customer # 107882
				TOTAL:	<u>487,677.06</u>		

City Council Staff Report



Subject: Planning Commission Appointments: Alan Bott and Beverly Ward
Author: Francisco Astorga, AICP, Planning Director
Date: June 27, 2023

Background

The Planning Commission is made up of seven (7) individuals, residents of Bountiful City, one (1) of whom is a current City Council member. The appointees, other than the City Council member, serve for a period of four (4) years. The Land Use Code specifies that Planning Commission terms expire on July 1st. There are two (2) vacancies this year, and appointments are needed. Sharon Spratley was originally appointed to the Commission in 2012 and her third term ends this month. She did not request a reappointment. Alan Bott was appointed to the Commission in 2021, filling a mid-term vacancy, and requested to be re-appointed at this time. Ms. Spratly and Mr. Bott have served the City will as appointed to the Planning Commission.

The City advertised for the vacancies on the City's website and on social media from May 10 through May 30. The City received applications from thirteen (13) individuals, and their applications were evaluated by the Planning Director and Mayor Harris.

Analysis

Alan Bott has lived in the City for 29 years. Mr. Bott is an entrepreneur by trade and has owned his own business since 2002. He is a general contractor and has been involved in development. Mr. Bott indicated that he would like to serve on the Planning Commission to help create a comprehensive plan that will attract and keep amazing individuals.

Beverly Ward has lived in the City for 19 years. Ms. Ward has been actively involved in the community for many years, has an analytical background, and is comfortable with diagrams and technical documents. Ms. Ward indicated that she would like to carefully plan the future of the City by recognizing a balance between preserving the past and allowing growth, focusing on the quality of life.

Alan Bott's and Beverly Ward's experience and knowledge of land use and planning would be assets to the Planning Commission.

Department Review

These recommended appointments were reviewed by the Planning Director and made by Mayor Harris.

Significant Impacts

None.

Recommendation

Staff recommends approval for the re-appointment of Alan Bott and appointment of Beverly Ward as members of the Planning Commission serving for a four-year term, ending on July 1, 2027.

Attachments

1. Current Planning Commission Roster (June 2023)

Attachment 1 – Current Planning Commission Roster (June 2023)

Commissioner	Current Term Start Date	Current Term End Date	Additional
Sharon Spratley	Jul. 2019	Jun. 2023	Member since Sep. 2012
Alan Bott*	Nov. 2021	Jun. 2023	
Krissy Gilmore	Feb. 2022	Jun. 2024	
Jim Clark	Jul. 2021	Jun. 2025	Member since Dec. 2017
Lynn Jacobs [†]	Jul. 2022	Jun. 2026	Member since Jan. 2020
Sean Monson	Jul. 2022	Jun. 2026	Member since Jan. 2011
Cecille Price-Huish [‡]	Jan. 2022	TBD	

* 2023 Planning Commission Vice-Chair

[†] 2023 Planning Commission Chair

[‡] Appointed by the Mayor as a member of the City Council

City Council Staff Report



Subject: Administrative Committee Appointments: Aaron Arbuckle and Andrew Hill
Author: Francisco Astorga, AICP, Planning Director
Date: June 27, 2023

Background

The Administrative Committee is made up of three (3) voting members and one (1) alternate member. Members include the Planning Director, the City Engineer, the Resident Member, and the Alternate Resident Member. Resident Members are appointed by the Mayor with the advice and consent of the City Council and serve for a period of two (2) years. The Land Use Code specifies that Administrative Committee terms expire on July 1st. There are two (2) vacancies this year and appointments are needed.

Scott Schlegel was appointed in 2020 and has served two (2) terms as the Resident Member. Mr. Schlegel has not requested reappointed. Mr. Schlegel continues to serve on the City's general plan update Steering Committee.

Dave Badham was originally appointed in 2005 when the Administrative Committee was created by the City and has overall served seven (7) terms over sixteen (16) years. Mr. Badham has not requested re-appointment as currently Alternate Resident Member.

Mr. Badham and Mr. Schlegel have served the City well. They coordinated with one another meeting attendance and contributed to the updated Land Use Ordinances regarding Accessory Dwelling Units and Short-Term Rentals. At this time they both desire to move on and allow someone else the opportunity to serve.

Analysis

Aaron Arbuckle arrived to the City at the age of three and has lived here ever since. Mr. Arbuckle is an Architect and Design Director. Mr. Arbuckle desires development within the City be done with the best outcome for the residents in mind, including proactive planning defining how and where development should take place.

Andrew Hill has lived in the City for 10 years. Mr. Hill has worked in the construction industry for the last thirteen (13) years. His experience working with developers, architects, and municipalities give him a unique viewpoint and ability to understand many sided of the issues and personalities of those who participate in the planning process.

Aaron Arbuckle's and Andrew Hill's experience and knowledge of land use and planning would be assets to the Administrative Committee.

Department Review

These recommended appointments were reviewed by the Planning Director and made by Mayor Harris.

Significant Impacts

None.

Recommendation

Staff recommends approval for the appointment of Aaron Arbuckle as the Resident Member and Andrew Hill as the Alternate Resident Member of the Administrative Committee serving two-year terms, ending on July 1, 2025.

Attachments

None

City Council Staff Report

Subject: Land Use Code Text Amendment
Downtown Building Standards
Author: Amber Corbridge, Senior Planner
Department: Planning
Date: June 27, 2023



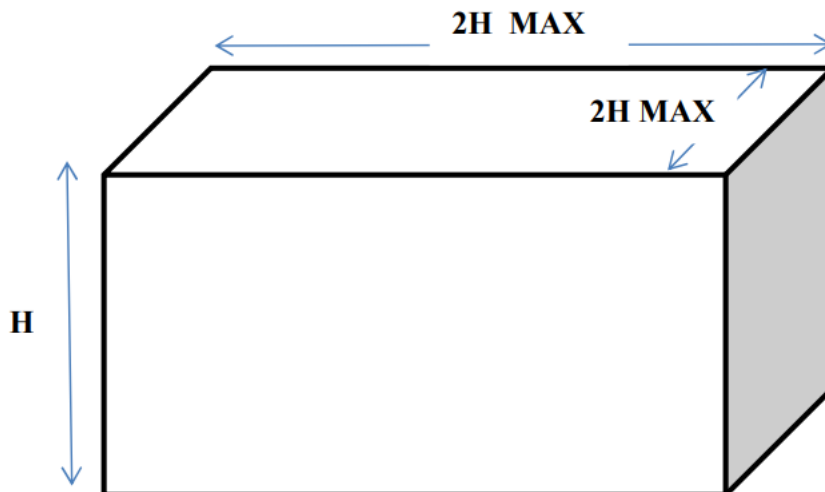
Background

John Egan, the applicant, is requesting a land use code text amendment to encourage efficient, practical, and compatible downtown land uses and structures (see attached application). The amendment would potentially allow development of a downtown-mixed use project (see the attached concept plan). The applicant proposed the following amendment (The underlined bold text is proposed to be added):

A. Maximum Building Width

Code § 14-7-112 (C)(10) :

10. The overall width or depth of a mixed use or multi-family residential building shall not exceed twice the maximum building height allowed. In cases where two building height standards apply based on setbacks, the 2:1 ratio shall be calculated from the highest possible height allowed for the building. See Figure4-7-112-C.



During site plan review process, the land use authority may grant a width and length extension if the proposed building appears as two (2) or more separate

buildings based upon material differences, building design and/or height appearances.

During the June 6, 2023 Planning Commission meeting the Commission reviewed the building width ordinance text amendment with staff recommendations and forwarded a positive recommendation with the conditions noted below to City Council with a unanimous vote (6-0).

Analysis

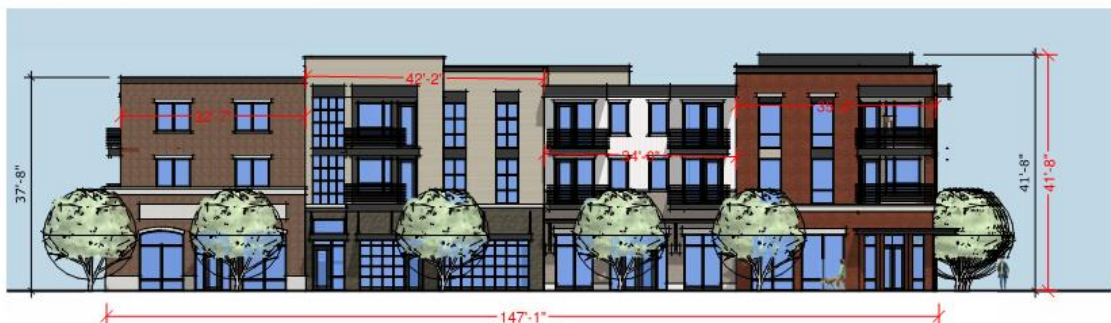
The Planning Commission shall determine if the proposed amendments are necessary, in the interest of the public, and in harmony with the objectives and purposes of the Code.

A. Maximum Building Width

The Bountiful Downtown Master Plan of 2009 outlines its goals and objectives, which aim to revitalize the downtown area through the implementation of architectural standards and a comprehensive building massing plan (p.2). In accordance with the plan, specific building standards have been established to govern the overall width and depth of mixed-use or multi-family residential buildings within the downtown zone (14-7-112 (C)(10)). As required by this provision, the dimensions of such structures must not exceed twice the maximum building height permitted. The existing code limits building height to fifty-five (55) feet, which would limit the building width/depth to one-hundred and ten (110) feet.

Unfortunately, this provision would limit development of such structures on wider downtown lots to meet Neighborhood Compatibility (Code§14-7-112 (D)), whereby building mass, including frontages, should be arranged near one another, fostering an active and cohesive building frontage.

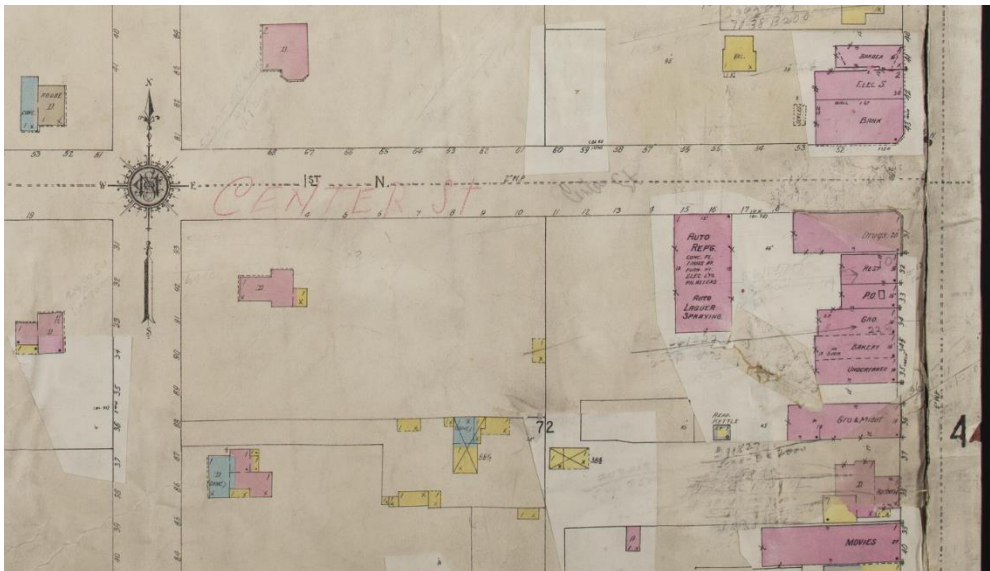
For example, the following proposed mixed-use building facing Main Street would not meet the current code requirements, as it is over 110' wide:



Existing Main Street building frontages are arranged next to one another creating a human scale environment and desirable walkable downtown, as shown below.

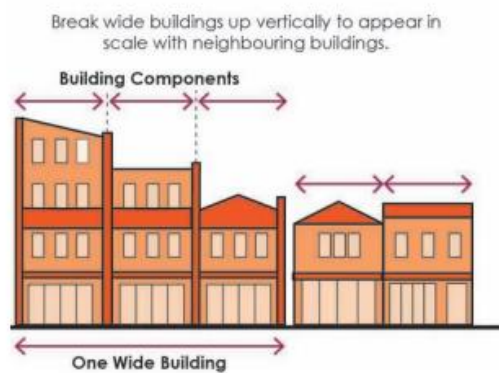
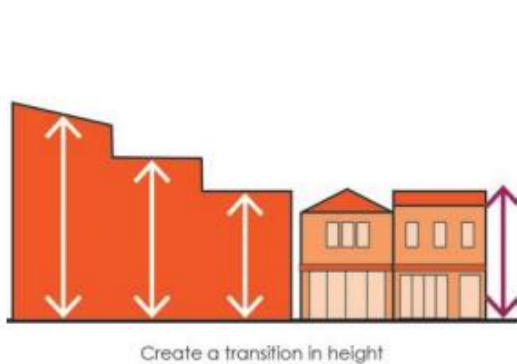
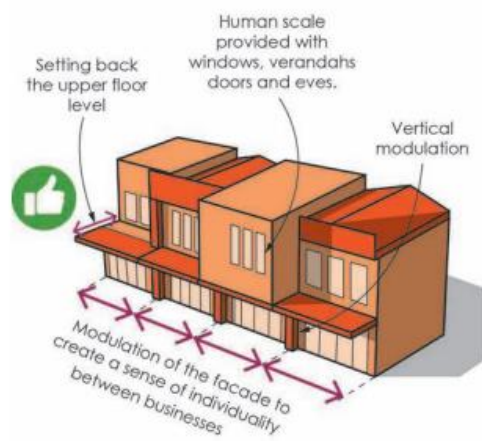
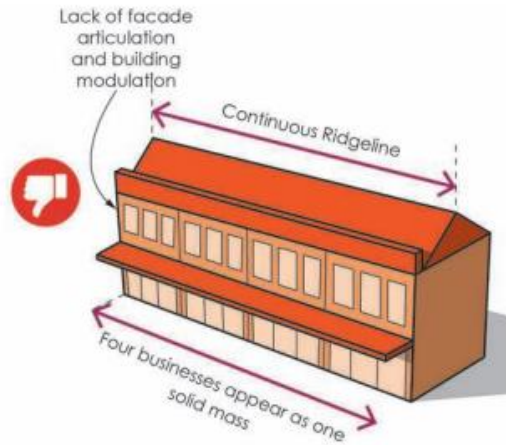


Historically, downtown structures were developed next to one another, each about 25'-40' wide, as shown in the following 1917 Bountiful Sanborn Map. It is in the best interest of the city to develop new structures which are compatible and fit the character of the downtown existing buildings, in massing and design. New structures should follow this historic pattern as much as physically possible.



The proposed ordinance amendment would provide a provision for larger downtown lots to develop new multi-family/mixed use buildings meeting compatible building frontage width and continuity. Additionally, to ensure reducing the bulk of these wider buildings and be compatible with the downtown, the applicant proposed to include a stipulation where such buildings would be required to appear as two (2) or more separate buildings based on material differences, building design and/or height appearances.

The following images show how new larger buildings may fit in with the existing downtown form and appearance, using design standards to break up the large wall facing the street.



To meet the intent of the Downtown Master Plan, neighborhood compatibility, consider the proposed amendment, and expound Land Use Code § 14-7-112 (C)(10), staff recommends the attached ordinance amendment (See Attachment Amendment A).

Department Review

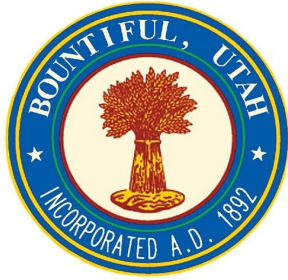
This staff report was written by the Senior Planner and reviewed by the Planning Director, City Attorney, and City Manager.

Recommendation

Staff recommends that the City Council review the proposed amendment and approve the proposed land use code text amendment affecting Land Use Code § 14-7-112 (C)(10) as shown on the attached proposed ordinance (See attachment Amendment A – Proposed Ordinance).

Attachments

1. Proposed Ordinance No. 2023-04 with Proposed Amendment



BOUNTIFUL

**Bountiful City
Ordinance No. 2023-04**

MAYOR
Kendalyn Harris

CITY COUNCIL
Millie Segura Bahr
Jesse Bell
Kate Bradshaw
Richard Higginson
Cecilee Price-Huish

CITY MANAGER
Gary R. Hill

**An Ordinance Amending Chapter 7 DN – Downtown of the Land Use Code
of Bountiful City related to the Downtown (DN) Mixed Use Zone**

It is the finding of the Bountiful City Council that:

1. The City Council of Bountiful City is empowered to adopt and amend general laws and land use ordinances pursuant to Utah State law (§10-9a-101 et seq.) and under corresponding sections of the Bountiful City Code; and
2. The City Council requests certain Land Use Code Text Amendments relating to landscaping be considered; and
3. After review and a public hearing of a proposed landscaping ordinance on June 6, 2023, the Bountiful City Planning Commission forwarded a positive recommendation to the City Council; and
4. The City Council of Bountiful City finds that these amendments are necessary and are in harmony with the objectives and purposes of the Bountiful City Land Use Code and the General Plan; and
5. The City Council of Bountiful City reviewed the proposed downtown ordinance on June 27, 2023 and finds that the proposed amendments are in the best interest of the health, safety, and welfare of the City and the public.

Be it ordained by the City Council of Bountiful, Utah:

SECTION 1. Chapter 7 DN – Downtown of the Land Use Code of Bountiful City, Title 14 of the Bountiful City Code, related to the downtown is hereby adopted and enacted as shown on Exhibit A.

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

Adopted by the City Council of Bountiful, Utah, this 27th day of June 2023.

Kendalyn Harris, Mayor

ATTEST:

Shawna Andrus, City Recorder

CHAPTER 7

DN – DOWNTOWN

- 14-7-101 PURPOSE AND OBJECTIVES
- 14-7-102 AREA OF ZONE
- 14-7-103 PERMITTED, CONDITIONAL, AND PROHIBITED USES
- 14-7-104 MINIMUM LOT STANDARDS
- 14-7-105 YARD REQUIREMENTS
- 14-7-106 PROJECTIONS INTO YARDS
- 14-7-107 STRUCTURE HEIGHT
- 14-7-108 DISTANCE BETWEEN STRUCTURES
- 14-7-109 LANDSCAPING AND PERMISSIBLE LOT COVERAGE
- 14-7-110 PARKING, LOADING, AND ACCESS
- 14-7-111 SITE PLAN APPROVAL
- 14-7-112 OTHER REQUIREMENTS

14-7-101 PURPOSE AND OBJECTIVES

The Downtown (DN) Mixed Use Zone is established to provide a district primarily for the preservation of the mixed use character of the commercial and residential uses in and adjacent to the Main Street downtown area, consistent with the provisions of the adopted Bountiful Historic Downtown Plan.

14-7-102 AREA OF ZONE

Each area of Downtown zoning shall be at least four (4) acres in size.

14-7-103 PERMITTED, CONDITIONAL, AND PROHIBITED USES

The following principal uses and structures, and no others, are allowed either as a permitted use (P) or by Conditional Use Permit (C) in the Downtown zone. Some uses may be expressly prohibited (N) in this zone. Any use not listed herein is also expressly prohibited. Properties fronting on 100 West or 100 East shall be limited to the residential uses allowed in the (DN) zone.

Table 14-7-103

Use	DN
Accessory Dwelling Unit, detached, as set forth in the Supplementary Development Standards chapter of this Title	C
Accessory Dwelling Unit, internal, as set forth in the Supplementary Development Standards chapter of this Title	P

Use	DN
Assisted Living Center	C
Bail Bonds	N
Banks, Credit Unions	P
Bar, Tavern, Drinking Establishment	N
Bottling, Canning, Food Production	C
Building/Construction Materials and Supplies w/ outside storage	N
Building/Construction Materials and Supplies w/o outside storage	C
Check Cashing, Title Loans	N
Construction Services w/ outside storage	N
Construction Services w/o outside storage	C
Convenience Stores	C
Dry Cleaner, Laundry Service	P
Fast Food Restaurant w/ drive-thru window	N
Fast Food Restaurant w/ pick-up	C
Fast Food Restaurant w/o drive-thru	P
Feed Lots, Animal Rendering, Animal Raising	N
Fire Arm/Shooting Range – Indoor	N
Fire Arm/Shooting Range – Outdoor	N
Food Preparation, Bakery	C
Funeral Parlor, Cemeteries, and Crematory Services	C
Gasoline Sales	N
General retail w/ outside storage	N
General retail w/o outside storage	P
Grocery Store	P
Hotels (Interior rooms)	P
Industrial Manufacturing	N
Kennels, Animal Boarding	N
Laundromat (Self-operated)	P
Mail Order/Online Distribution office w/ onsite storage	C
Medical/Dental Laboratory	N
Medical/Dental Office	P
Millwork, Cabinetry	P
Motels (Drive-up/exterior rooms)	N
Motorized Recreation	N
Multi-Family Residential – Stand alone, with frontage on Main Street	N
Multi-Family Residential – Stand alone without frontage on Main Street	C
Multi-Family Residential w/ Commercial Use on ground floor (Mixed-Use)	C
Municipal Facility	P
Non-motorized Recreation, Pool, Gymnasium – Public or Private	P
Pawnshop, Secondhand Merchandise	N

Use	DN
Personal Services	P
Private Schools	C
Professional Services	P
Public/Private Assembly	C
Restaurant	P
Security Services	C
Self-Storage Units or Warehouse w/o Office	N
Sexually Oriented Business, Escort Service	N
Single Family Dwelling	P
Single Family Dwelling- property fronting on Main Street	N
Two Family Dwelling – New	C
Small engine/appliance repair	C
Tailor, Seamstress, Shoe repair	P
Tattoo Parlor	N
Tutoring, Dance, Preschool, Daycare	P
Vehicle Part Sales	N
Vehicle Repair	N
Vehicle Sales	N
Vehicle Salvage/Wrecking	N
Vehicle Service and Wash	N
Vehicle Storage – Indoor	C
Warehouse w/ office	N
Welding, Autobody, Machine Shop, Fiberglass, Painting	N

Accessory uses and structures shall be permitted in the Downtown Zone provided that they are incidental to and do not substantially alter the character of the permitted principal use of a main structure. Such permitted accessory uses and structures include, but are not limited to, the following:

- A. Accessory structures such as garages, carports, equipment storage buildings and supply storage buildings which are customarily used in conjunction with and incidental to a principal use or structure permitted in the (DN) Zone.
- B. Storage of materials used for the construction of a building, including a contractor's temporary office, provided that such use be located on the building site or immediately adjacent thereto, and provided further that such use shall be permitted only during the construction period and thirty (30) days thereafter.

14-7-104 MINIMUM LOT STANDARDS

The minimum area and street frontage for any lot or parcel in the Downtown Zone shall be as follows:

Table 14-7-104

<u>Use</u>	<u>Min. Lot Size</u>	<u>Min. Frontage and Width</u>
Commercial	8,000	50
Mixed-Use	8,000	50
Single Family	8,000	70
Two-Family and Multi-Family	10,000	50

- A. Lots with more than one (1) street frontage shall meet the minimum requirements along all frontages.
- B. An existing lot or parcel that does not meet the minimum requirements shall be considered a non-complying lot, and all proposed development on such lot or parcel requiring site plan review shall follow the process for non-complying sites and structures.

14-7-105 YARD REQUIREMENTS

A lot or parcel with a single family or two family dwelling shall conform to the minimum setbacks of the R-4 subzone. All other uses, including multi-family and mixed-use, shall meet the following requirements:

- A. Front and Street Setbacks.
 - 1. Along 100 West and 100 East any building shall have a minimum building setback of 20 feet and a maximum setback of twenty-five (25) feet from any front property line and/or any property line abutting a public street.
 - 2. Along Main Street any building shall be located within ten (10) feet of the street property line. Plazas, outdoor eating areas, and other pedestrian oriented site amenities, including but not limited to, seating, drinking and ornamental fountains, art, trees, and landscaping, for use by pedestrians, shall be considered part of the building for setback purposes, as determined by the approving Land Use Authority.
 - 3. Along 500 South, 400 South, 300 South, 200 South, 100 South, 100 North, 200 North, or 300 North and 400 North any building shall be setback at least ten (10) feet and not more than twenty (20) feet from the street property line.
 - 4. Along Center Street, any building shall be setback at least five (5) feet and not more than ten (10) feet from the street property line.
- B. Side Yard. Except as provided otherwise in this chapter, each lot or parcel shall have a minimum building setback of ten (10) feet from an interior side property line. Any lot or parcel that fronts onto Main Street shall have no interior side yard setback except as required by the International Building Code.
- C. Rear Yard. Except as provided otherwise in this chapter, each lot or parcel shall have a minimum building setback of ten (10) feet from a rear property line.

- D. Yard Abutting Residential Lots. Where property abuts an existing single family residential zone, the minimum building setback shall be ten (10) feet on the abutting side.
- E. Accessory Structures. An accessory structure shall meet all of the setback requirements of a principal structure. An accessory structure that does not require a building permit, according to the International Building Code (IBC), may be located in a side or rear setback area only if all of the following conditions are met:
1. The accessory structure is not within a front or street yard setback and is located more than ten (10) feet from any main building on the same or adjacent property.
 2. The accessory structure has no openings on the side which is contiguous with the property line, and the walls of said building which are adjacent to the property line have a fire retardant rating as specified by the IBC.
 3. The accessory structure is designed such that all roof drainage is discharged onto the lot or parcel on which it is erected.
- F. Residential Uses. It is the requirement of Bountiful City that multiple family developments reflect a sense of proportion. Proportion requires that the development be designed in such a manner that each unit receives a reasonable and approximately proportionate share of the open space, landscaping, and other benefits of the site. Locating units in such a way that benefits of the site fall primarily to one unit or a few units, and not to others, is prohibited. Depending upon topography, property dimensions and site configuration, it is possible that this requirement may affect the number of units that can be physically located on a lot or parcel. The Planning Commission and City Council are granted reasonable discretion in administering the proportionality requirement, and may modify yard setback requirements by up to twenty (20) percent subject to a finding that such modification will benefit all units more equally than would be possible if the standard requirement was applied.

14-7-106 PROJECTIONS INTO YARDS

- A. The following structures may be erected on or project into any required yard, except that they shall not obstruct a required driveway or pedestrian access:
1. A fence or wall in conformance with this Code.
 2. Landscape elements, including: trees, shrubs and other plants.
 3. Necessary appurtenances for utility service as long as they are attached to a permitted structure and do not protrude more than two (2) feet into a required setback.
- B. The structures listed below may project into a minimum front or rear yard not more than four (4) feet, and into a minimum side yard not more than two (2) feet, except that they may not obstruct a required driveway or pedestrian access:

1. Cornices, eaves, belt courses, sills, buttresses or other similar architectural features.
 2. Stairways, balconies, door stoops, fire escapes and awnings
 3. Planter boxes or masonry planters not exceeding twenty-four (24) inches in height.
 4. A covered entry or porch used for the protection of pedestrians entering or leaving a building, provided said structure is not more than one story in height and is entirely open on at least three (3) sides.
- C. Buildings that front onto Main Street and that are built within ten (10) feet of the front property line may have canopies with business identification sign area if the following criteria are met:
1. The canopy may protrude a maximum of six feet (6') into the Main Street right-of-way, over areas of sidewalk.
 2. The canopy shall not come within seven feet (7') of any parking stall, drive lane, or other portion of the right-of-way used for vehicle access.
 3. The total combined length of the canopy or canopies shall not exceed two thirds (2/3) of the building width.
 4. The maximum height of the canopy shall not exceed five feet (5').
 5. Off-premise signs are expressly prohibited.
 6. Canopy sign copy area shall be a maximum of thirty-two (32) sq. ft. per property.

14-7-107 STRUCTURE HEIGHT

Any lot or parcel with a single family dwelling shall conform to the maximum height requirements of the R-4 subzone. All other uses shall comply with the following height standards:

- A. Buildings located within 50 feet of the street property line on 100 West and 100 East shall not exceed 35 feet in height as measured at the average grade.
- B. Buildings located between 50 and 200 feet from the street property line on 100 West and 100 East shall not exceed 45 feet in height as measured at the average grade.
- C. Buildings located at least 200 feet from 100 West and 100 East street property line shall not exceed 55 feet in height measured at the average grade.
- D. Maximum height for public and quasi-public buildings shall be approved through the site plan approval process by the land use authority.

- E. Chimneys, flagpoles, towers, steeples and similar accessory and architectural elements not used for human occupancy are excluded in determining height; however, the City may limit the height of any protrusion that is found by the City Council to be a public nuisance.
- F. In no case shall the area covered by roof mounted equipment exceed twenty percent (20%) of the roof area. Roof mounted equipment shall be setback from the edge of the roof a minimum of 1 foot for every foot of height. If mechanical equipment is located within roofed and enclosed structures, these structures shall not exceed the maximum height for the zone whether or not these areas are designed for human occupancy.

14-7-108 DISTANCE BETWEEN STRUCTURES

A lot or parcel with a single family or two family dwelling shall conform to the minimum building separation requirements of the R-4 subzone. For all other uses, the minimum separation between structures shall be as required by the International Building Code.

14-7-109 LANDSCAPING AND PERMISSIBLE LOT COVERAGE

- A. A lot or parcel with a single family or two family dwelling shall follow the lot coverage requirements of the R-4 subzone. All others, including multi-family and mixed-use developments, shall conform to the following criteria, in addition to any other requirements of this Title:
 - 1. All landscaping shall be sprinkled and planted with substantial live plant material for the purpose of buffering, screening and beautifying the site. At plant maturity, the landscaping should represent, as a minimum standard, compatibility with surrounding developed properties and uses and must be permanently maintained by the owner or occupants.
 - 2. With the exception of properties fronting on Main Street a minimum ten (10) feet wide landscape buffer shall be required along all frontage areas not occupied by drive accesses.
 - 3. A minimum ten (10) feet wide landscape buffer shall be established adjacent to a residential property.
 - 4. Parking, loading, and drive areas shall have a minimum five (5) feet wide landscape buffer when located adjacent to a side or rear property line, except for landscape buffering required between residential uses.
 - 5. Parking areas shall be landscaped as set forth in this Code.
 - 6. Approved landscaping must cover a minimum of ten (10) percent of the development site exclusive of any parkstrips in a public right-of-way. In addition to the minimum 10 percent required for all development, mixed-use and multi-

family uses shall provide an additional 50 square feet of landscaping per residential unit.

7. Landscaping shall also be installed in all parkstrips to the same standards as other on-site landscaping. Asphalt, concrete, bricks, pavers, railroad ties, rocks, gravel, and other non-vegetative material is not allowed in the parkstrip area between the curb and sidewalk.
- B. During the site plan approval process, the City may require more or less landscaping consistent with the provisions of the adopted Historic Downtown Plan.

14-7-110 PARKING, LOADING, AND ACCESS

- A. Each lot or parcel in the (DN) Zone shall have vehicle parking, loading, and access designed to meet the requirements of this Code. In addition to the standards of Chapter 18 of the Land Use Code, the following shall apply to properties in the DN Zoning district.
1. Off street parking is not permitted in the front setback area and/or between the street and building. Parking shall be located to the side or rear of the building.
 2. Parking for buildings fronting on Main Street shall be located completely behind the principal structure.
 3. Required guest parking stalls shall be located in dedicated off-street parking spaces. Driveways and areas located in front of garage doors (for example in townhome style developments) shall not be used to satisfy minimum guest parking requirements.

14-7-111 SITE PLAN APPROVAL

Except for single family dwellings, site plan approval shall be required for any development in the (DN) Zone as set forth in this Title.

14-7-112 OTHER REQUIREMENTS

- A. Signs. Any sign erected in the (DN) Zone shall conform to the sign provisions of this Title. Single family and two family dwellings shall conform to the criteria for the R-4 subzone, and multi-family uses shall conform to the criteria for the RM-13 subzone. All others shall conform to the criteria for the DN zone. Pole signs shall not be permitted.
- B. Uses Within Buildings. Any commercial use permitted in the (DN) Zone shall be conducted entirely within a fully enclosed building, except as provided in subsections 1 and 2 below.
1. Outdoor Display of merchandise for sale in the downtown area. Businesses located in buildings in the (DN) Zone that have setbacks less than three (3) feet

from the public right-of-way may display in the public right-of-way, subject to the following terms and conditions:

- a. Any display of merchandise on the sidewalk may not exceed three (3) feet into the public right-of-way from the property line of the business, except during the annual "Sidewalk Days" celebration. There may be no display of merchandise in the planter boxes in the public right-of-way.
 - b. During the winter months, a display may not impede snow removal from the sidewalk.
 - c. The display shall not exceed twenty-five percent (25%) of the width of the lot, parcel, or business. However, businesses with less than forty (40) feet of width may have a display not to exceed ten (10) feet in width.
 - d. Only merchandise sold inside the business may be displayed outside.
 - e. No outdoor display shall exceed six (6) feet in height.
 - f. Each display shall be taken down at the end of each business day. The merchant shall be solely responsible for items displayed.
 - g. Each display shall not create a hazard, sight distance, or other problem to pedestrians on the sidewalk or to drivers on the street.
 - h. Displayed merchandise shall not obscure or interfere with any official notice, public safety sign or device.
2. Any business not listed in subsection 1 may include the outdoor display of merchandise for sale only if all of the following conditions are met:
- a. The outdoor display of merchandise shall not be located upon any sidewalk, walkway, driveway or within any public right-of-way nor shall it interfere with pedestrian or vehicular movement or with safe and proper ingress and egress of pedestrian traffic.
 - b. The outdoor display of merchandise shall not reduce the amount of off-street parking below that which is required for the associated commercial uses on the premises.
 - c. No item shall be displayed outdoors except for those lawfully displayed and sold inside the business or businesses located on the property. No hazardous and/or flammable materials (such as antifreeze, kerosene, poisons, pesticides and other similar items) may be displayed outdoors.
 - d. The aggregate outdoor display area shall not exceed twenty-five (25) percent of the linear frontage of the store front or 10 linear feet, whichever

is greater. A business located on a corner shall be considered as having two (2) store fronts.

- e. No outdoor display shall exceed six (6) feet in height.
- f. A maximum of fifty (50) percent of the aggregate outdoor display area may be located in any required landscaping.
- g. Items shall be displayed outdoors only during the hours that the business conducting the display is open to the public. Live plant material shall be exempt from this requirement.
- h. Additional signs, beyond those allowed by this Title, shall not be allowed as part of the outdoor display and sales area.
- i. Outdoor displays for special sales or for one of a kind items which would exceed any of these requirements may be granted a special permit by the Planning Director for a period not to exceed fourteen (14) days provided such special displays do not create parking, access, or traffic hazards.

C. Structure Design and Materials.

Any structure, except for single and two family dwellings, shall meet the minimum design criteria as set forth in this Title. In addition, the following shall apply.

- 1. Exteriors shall be maintenance free wall material such as high quality brick, natural stone, weather resistance stucco or masonite type material, or non-wood siding. Stucco, masonite or siding may not exceed fifty (50) percent of the exterior.
- 2. Each residential unit shall have some private outdoor space in the form of a balcony or patio.
- 3. The primary entrance of a building must be oriented to face a street, public plaza or approved pedestrian-way. Ground floor residential units located adjacent to the street shall have the primary entrance oriented toward the street.
- 4. Primary entrance design shall consist of at least two (2) of the following design elements, or a comparable substitute, at the primary entrance, so that the primary entrance is architecturally prominent and clearly visible from the abutting street.
 - a. Architectural details such as arches, friezes, tile work, canopies or awnings
 - b. Integral planters or wing walls that incorporate landscape or seating.

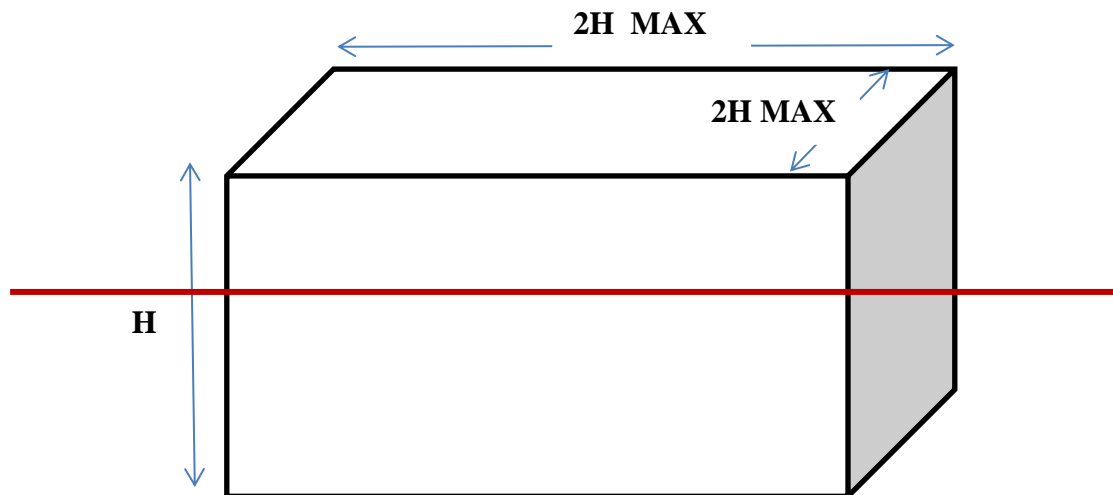
- c. Recessed entrances that include a minimum step back of two feet (2') from the primary facade and that include glass on the sidewalls.
5. All buildings must meet the ground with some form of base element or detailing to visually connect the building to the landscape. The base element may be smooth concrete (architectural grade), masonry or stone.
6. Blank walls shall be prohibited on street-facing facades. At least 50 percent of the width of a new or reconstructed first story building wall facing a street shall be devoted to pedestrian entrances, display windows or windows affording views into retail, office, restaurant, or lobby space. All development shall provide ground floor windows on the building facade and adjacent to a public or private street. Darkly tinted windows and mirrored windows are prohibited as ground floor windows.
7. To preclude large expanses of uninterrupted building surfaces, exterior elevations shall incorporate design features such as offsets, balconies, projections, or similar elements along each face of the building facing a public right-of-way or public plaza. Along the vertical face of the structure, offsets shall occur at a minimum of every 25 feet by providing any two of the following:
 - a. Recesses (elevated decks, patios, entrances, etc.) with a minimum depth of four (4) feet, or
 - b. Extensions (elevated decks, patios, entrances, floor area, etc.) with a minimum depth of four (4) feet, or
 - c. Offsets or breaks in roof elevations of three (3) or more feet in height.
8. Buildings with parking located on the ground floor within the footprint of the structure shall incorporate design features into street facing facades that are consistent with the remainder of the building design and that are pedestrian oriented. Features shall include elements typical of a front façade, including doors, false windows, planters, and/or architectural details providing articulation. False windows shall be integrated into the framing of the building and shall not consist of surface mounted features such as tacked on display cases. Required venting for parking areas, including louvered openings, shall not be located along a street facing façade.
9. Ground Floor Use Requirement: For buildings located at least 200 feet from 100 West and 100 East the ground floor story of structures located adjacent to the street shall be built to accommodate an allowed commercial, institutional, or public use. Required ground floor use shall be located along and oriented toward street frontages and shall be a minimum horizontal depth of 25 feet as measured from the front face of the building. With the exception of buildings fronting on Main Street, residential uses may be permitted within the required area in lieu of the required use, if the ground floor is designed so that it can be converted to an allowed commercial use in the future. To accommodate this conversion, the shell

space of the ground floor shall be built to an occupancy standard required by the adopted Building Code that can accommodate conversion of the interior of the space to a future permitted commercial use. The following additional requirements shall apply to the ground floor space if used for residential uses:

- a. The shell space shall be at least twelve feet (12') in height measured from floor deck to floor deck;
- b. Each ground floor unit shall have a direct entrance from the sidewalk to the unit;
- c. Each ground floor unit shall be ADA accessible; and
- d. Each ground floor unit shall include a porch, patio, stoop or other entrance feature that is a minimum depth of at least five feet (5').

10. ~~The overall width or depth of a mixed use or multi-family residential building shall not exceed twice the maximum building height allowed. In cases where two building height standards apply based on setbacks, the 2:1 ratio shall be calculated from the highest possible height allowed for the building. See Figure 14-7-112-C.~~

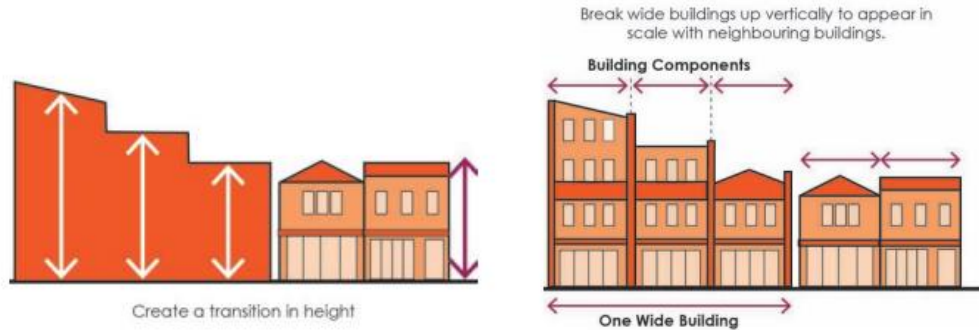
Figure 14-7-112-C



10. Form and Appearance. Mixed-use or multi-family buildings exceeding ninety (90) feet wide building frontage shall meet the following standards to break up the exterior mass and bulk of the building to appear as separate structures:

- a. Break the building up horizontally (base, middle, and top) and vertically every forty-five (45) feet or less using step-backs, architectural beams, cornices, windows, etc. Use various materials, colors, and textures approved in the Land Use Code.
- b. Stagger building heights every forty-five (45) feet or less.

Example:



- D. Neighborhood Compatibility. Each structure, except for existing single and two family dwellings, shall be designed consistent with the adopted Historic Downtown Bountiful Master Plan, particularly with regard to building height, architecture, landscaping and building mass.
- E. Trash Storage. No trash, used materials, wrecked or abandoned vehicles or equipment shall be stored in an open area. With the exception of single family and two family dwellings, each development in the (DN) Zone shall be required to have adequate, on-site, screened refuse containers maintained in a location approved as part of the site plan.
- F. Walls and Fences. Any wall or fence erected around a commercial development or mixed use development shall comply with the requirements of the (C-G) zone. Any multi-family development shall comply with the requirements for the RM-13 subzone. Any single family and two family developments shall comply with the provisions of the R-4 subzone.

14-7-120 PERMITTED ADJUSTMENTS TO REQUIRED PARKING

- A. Downtown Parking District Defined.

The Downtown Parking District consists of those properties located within the (DN) Zone.

- B. Proximity of Parking to Use.

Required parking spaces for residential uses must be located on site. Required parking spaces for nonresidential uses must be located on site or in parking areas within five hundred feet (500') of the development site property boundary. Off-site nonresidential parking is allowed if the following documentation is submitted in writing to the land use authority as part of a building or zoning permit application or land use review:

1. The names and addresses of the uses and of the owners or tenants that are sharing the parking;
2. The location and number of parking spaces that are being shared;
3. An analysis showing that the parking area will be large enough for the anticipated demands of both uses; and
4. A legal instrument such as an easement or deed restriction that guarantees access to the parking for both uses.

C. Joint Use Parking.

Joint use of required parking spaces may occur where two (2) or more uses on the same or separate sites are able to share the same parking spaces because their parking demands occur at different times. Joint use of required nonresidential parking spaces is allowed if the following documentation is submitted in writing to the land use authority as part of a building or zoning permit application or land use review:

1. The names and addresses of the uses and of the owners or tenants that are sharing the parking;
2. The location and number of parking spaces that are being shared;
3. An analysis showing that the peak parking times of the uses occur at different times and that the parking area will be large enough for the anticipated demands of both uses; and
4. A legal instrument such as an easement or deed restriction that guarantees access to the parking for both uses.

- D. No parking calculation which includes the parking areas owned by the Bountiful Redevelopment Agency gives any right of possession, any real estate interest or contract right or right of way on any Redevelopment Agency property.

City Council Staff Report



Subject: Transformer purchase approval
Author: Allen Ray Johnson, Director
Department: Light & Power
Date: June 27, 2023

Background

Transformers continue to be hard to purchase and their lead times are a factor in keeping an adequate inventory. These transformers will be used on the system as needed.

Analysis

Specifications and an invitation to submit a bid for the transformers were sent out to two (2) major suppliers. The results are as follows:

5 (ea.) 75 KVA 1-phase transformer
10 (ea.) 100 kVA 1-phase transformer

Distributors/Manufacture	Total Cost	Delivery
Anixter Power Solutions – Ermco Salt Lake City	\$70,625.00	Stock
Stuart C. Irby Co. -ABB West Valley City, UT	\$65,600.00	72 weeks

Department Review

The bids were evaluated on both the purchase price and delivery. We recommend going with the higher bid because the transformers are in stock. This has been reviewed by the Power Department Staff and the City Manager.

Significant Impacts

These transformers will be purchased and placed into inventory until they are needed.

Recommendation

The Staff recommends approval to purchase the 15 transformers from Anixter Power Solutions for the sum of \$70,625.00.

This item will be discussed at the Power Commission meeting Tuesday morning, June 27, 2023, and we will bring their recommendation to the City Council meeting that night.

Attachments. None

City Council Staff Report

Subject: Parks Work Truck

Author: Brock Hill

Department: Parks

Date: 27 June 2023



Background

Bountiful City has always been committed to providing fun, beautiful, and well-maintained parks and cemetery facilities for its citizens. This is accomplished through daily maintenance operations with 8 full-time and 20 seasonal employees. We rely heavily on the maintenance equipment in our fleet and work hard to maintain and upkeep that equipment in safe and reliable working condition. We maintain 48 sites consisting of parks, detention basins, City owned facility landscapes, streetscapes, trailheads, and open spaces totaling 220 acres.

Analysis

As part of the FY2024 budget, 1 new work truck is scheduled for purchase in the Long-term Capital Equipment budget. The parks department relies heavily on our work trucks for the transportation of staff, equipment, supplies, and to help both full-time and seasonal employees accomplish assigned maintenance tasks and operations.

Because of the current automobile industry delays, and shortage of vehicle availability, it has been difficult to locate a truck that suits the needs of the department. After conversations with the City Manager, Staff was given approval to move forward with the purchase of a work truck.

Recently, a truck that was ordered by the Streets Department 3 years ago, that was “off and on” with the dealership, has become available. Over those 3 years, Streets staff have been able to purchase other trucks from other sources that meet their needs. Streets staff offered the truck to Parks knowing that we were looking for a truck. With approval from the Council, Parks proposes to take over the purchase of the 2021 Ford F-250 4WD, 4-door, from Streets, as quoted under State Contract #MA3799 from Young Automotive for the purchase price of \$48,917.00.

Department Review

The review was completed by the Parks Departments

Significant Impacts

There are sufficient funds in the FY2024 Capital budget for this purchase.

Recommendation

Staff recommends the Council approve the purchase of a Ford F250 4X4 4-door crew work truck from Young Automotive Group through the State Contract for the quoted price of \$48,917.

Attachments

None (quote is available upon request)

City Council Staff Report



Subject: Internal Risk Assessment for FY2023
Author: Tyson Beck, Finance Director
Department: Finance
Date: June 27, 2023

Background

The Office of the State Auditor (the OSA) requires all local governments to annually perform an internal assessment of fraud risks and present that assessment to the governing officials in a public meeting. This requirement is based on the OSA desire to help elected officials and management understand fraud risks and how those risks can be mitigated.

Analysis

The OSA has developed a Fraud Risk Assessment checklist and implementation guide to be reviewed and completed by City management. The OSA Fraud Risk Assessment checklist is a list of various internal controls and policies with a corresponding point matrix. The final point total is intended to communicate a fraud risk score and has a five-level scale as follows:

1. Very low
2. Low
3. Moderate
4. High
5. Very High

Fraud by definition is wrongful or criminal deception performed with the intent of personal gain. Fraud is commonly seen as an attempt to conceal or cover up criminal acts such as theft or financial statement misrepresentation. Fraud can have serious ramifications for both the City and the individuals involved.

Assessing fraud risk by evaluating/researching where City operations are susceptible to fraud has long been an established management process at Bountiful City. Assessing risks of fraud in operations is a necessary first step in preventing and mitigating fraud. Once fraud risks are identified internal controls and policies can be implemented in City operations to create a control environment that is the true source of mitigating and preventing fraud.

It is important to understand that because each local government and business is different, their respective control environment will also have differences. Internal controls and policies that work well for one entity might be ineffective and unnecessarily burdensome to another entity.

City management understands and acts on its role to implement internal controls and best practices to prevent and mitigate fraud.

City management is appreciative of the OSA effort to teach and train on the importance of fraud risk assessment and internal controls, and has incorporated this requirement into its existing process of risk assessment.

City management has completed the OSA required Fraud Risk Assessment checklist evaluating City operations for FY2023 and is presenting the results of the OSA risk assessment to the City Council.

Department Review

This staff report was prepared by the Finance Director and reviewed by the City Manager

Significant Impacts

There are no significant impacts or action items in regard to this internal risk assessment report.

Attachments

FY2023 Internal Risk Assessment

If more information is desired by the City Council, the OSA Fraud Risk Assessment document and other training materials surrounding their efforts to address fraud are available on their website: <https://resources.auditor.utah.gov/s/article/Forms-Manuals-Guides>

Recommendation

These reports are for your review of the City's FY2023 operations. There is no formal action needed from the Mayor and City Council.

Fraud Risk Assessment

Continued

*Total Points Earned: 335/395 *Risk Level: Very Low Low Moderate High Very High
> 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	Yes	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	Yes	5
b. Procurement?	Yes	5
c. Ethical behavior?	Yes	5
d. Reporting fraud and abuse?	Yes	5
e. Travel?	Yes	5
f. Credit/Purchasing cards (where applicable)?	Yes	5
g. Personal use of entity assets?	Yes	5
h. IT and computer security?	Yes	5
i. Cash receipting and deposits?	Yes	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	Yes	20
a. Do any members of the management team have at least a bachelor's degree in accounting?	Yes	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	No	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	Yes	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	Yes	20
7. Does the entity have or promote a fraud hotline?	Yes	20
8. Does the entity have a formal internal audit function?	No	20
9. Does the entity have a formal audit committee?	No	20

*Entity Name: Bountiful City

*Completed for Fiscal Year Ending: June 30, 2023 *Completion Date: 6/19/2023

*CAO Name: Gary Hill *CFO Name: Tyson Beck

*CAO Signature: _____ *CFO Signature: _____

*Required

City Council Staff Report

Subject: 2600 S 200 W Signal Replacement Project
Author: City Engineer
Department: Engineering, Streets
Date: June 27, 2023



Background

Many of the critical components of the traffic signal at the intersection of 2600 S and 200 W are so old that we are no longer able to source replacement parts for the controller, detection and other equipment. The signal has been functioning with only the most basic operating parameters for several months while the Engineering Dept. has developed plans to replace the signal. The signal poles and arms will be returned to the City's inventory as spare parts in case of damage to other City-owned signals in the future.

Analysis

A Bid Opening for the reconstruction project was held on June 20, 2023 and proposals were received from 3 companies. The prices received are as follows:

<u>Engineer's Estimate</u>	<u>\$189,631.90</u>
Hunt Electric	\$190,080.00
Cache Valley Electric	\$196,631.90
B Hansen Construction	\$273,247.30

Hunt Electric is well known in the signal construction industry and was awarded the contract to construct the Orchard Drive / North Canyon signal in 2012. Hunt constructs signals on a regular basis for UDOT and for municipalities across the State. Staff is confident that they are well qualified and capable of completing this project.

Department Review

This memo has been reviewed by the City Engineer and the Street Dept. Director.

Significant Impacts

Funding for this work has been included in the Street Department's Capital Improvements Other Than Buildings Budget for FY2023 but due to the timing of the project with the end of the Fiscal Year, these funds will need to be transferred to FY2024 when construction will occur. In addition to these project expenses, the Engineering Department will order \$69,193.60 worth of materials which is sourced through UDOT under current State contract pricing. Replacement of concrete curb and gutter, sidewalk and ADA ramps will be paid with funds in the Street Department's concrete replacement budget.

Recommendation

- It is recommended that the City Council accept the proposal of Hunt Electric and award the contract at the unit prices noted in the Bid Tabulation and authorize the Engineering Dept. to order the State-sourced signal materials for the project.

Attachments

Bid Tabulation

State Furnished Materials Signal Components Order Form

Bountiful City Engineering Dept.
2600 S/200 W Traffic Signal Installation Project

Bid Tabulation
6/20/2023

Item	Description	Qty	Unit	Unit Price	Amount	RC Hunt Electric		Cache Valley Electric		B Hansen Construction	
						Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1	LS	25,000.00	25,000.00	10,000.00	10,000.00	15,000.00	15,000.00	32,000.00	32,000.00
2	Remove Curb and Gutter	80	Lft	10.00	800.00	15.00	1,200.00	45.00	3,600.00	18.00	1,440.00
3	Remove Sidewalk and Concrete Slabs	300	Sqft	5.00	1,500.00	15.00	4,500.00	16.50	4,950.00	9.00	2,700.00
4	Remove Asphalt Pavement	1090	Sqft	2.50	2,725.00	15.00	16,350.00	12.00	13,080.00	3.95	4,305.50
5	Saw Cut Asphalt	468	Lft	3.00	1,404.00	5.00	2,340.00	2.05	959.40	3.85	1,801.80
6	Flowable Fill	50	Cyd	250.00	12,500.00	200.00	10,000.00	381.45	19,072.50	350.00	17,500.00
7	Remove Concrete Foundations	1	LS	4,500	4,500.00	4,685.00	4,685.00	4,500.00	4,500.00	20,000.00	20,000.00
8	Signal Pole Foundation	4	Ea	10,000.00	40,000.00	4,000.00	16,000.00	7,500.00	30,000.00	9,500.00	38,000.00
9	Controller Foundation	1	LS	8,500.00	8,500.00	2,965.00	2,965.00	2,100.00	2,100.00	6,500.00	6,500.00
10	Conduits and Junction Boxes	1	LS	28,000.00	28,000.00	43,500.00	43,500.00	34,245.00	34,245.00	60,000.00	60,000.00
11	Remove Existing Signal Pole	4	LS	3,500.00	14,000.00	5,500.00	22,000.00	2,900.00	11,600.00	4,000.00	16,000.00
12	Install Signal Pole	4	Ea	7,000.00	28,000.00	6,500.00	26,000.00	4,300.00	17,200.00	10,000.00	40,000.00
13	Install Controller, Pull & Terminate Conductors	1	LS	15,000.00	15,000.00	24,115.00	24,115.00	8,450.00	8,450.00	20,000.00	20,000.00
14	Remove Existing Striping	1	LS	4,000.00	4,000.00	1,600.00	1,600.00	20,720.00	20,720.00	4,500.00	4,500.00
15	New Intersection Striping	1	LS	4,000.00	4,000.00	4,825.00	4,825.00	11,155.00	11,155.00	8,500.00	8,500.00
Total					189,929.00	190,080.00		196,631.90		273,247.30	

State Furnished Materials - SIGNALS

[** CLICK HERE to Check the UDOT Website for Most Recent Version of Order Form](#)

[** CLICK HERE for Catalog of all Signal State Furnished Materials](#)

Project & Accounting Information		UDOT Contacts		Notification & Pickup	
PIN #:		R.E.:	<input type="text" value="<name>"/>	Notify:	PineTop (m.wright)
Date:	12-Jun-23	Phone:	<input type="text"/>	Phone:	<input type="text"/>
Project #:		Email:	<input type="text"/>	Email:	<input type="text"/>
Project Name:	Bountiful City	UDOT P.M.:	<input type="text" value="<name>"/>	Pickup:	TBD
Signal Location:	2600s-Orchard Signal Rebuild	Phone:	<input type="text"/>	Phone:	<input type="text"/>
Unit (Org):		Email:	<input type="text"/>	Email:	<input type="text"/>
Approp:		ITS P.M.:	<input type="text" value="<name>"/>		
Object Code:		Phone:	<input type="text"/>		
Activity:		Email:	<input type="text"/>		
Function:		Special Orders			
Program # (CID):		<input type="checkbox"/>	Powder Coat Finish Poles (check the box)		
Phase:		Color:	<input type="text"/>	Other	
		<input type="checkbox"/>	Order Contains Non-Stock Items		
		<input type="checkbox"/>	Order Exceeds "Reorder Threshold" of Item(s)		
Optional Items <small>(check one box)</small>		Drop Ship Poles / Address <small>(100 day Lead Time)</small>		Contractor:	<input type="text" value="<name>"/>
<input type="checkbox"/>	Notify Only When FULL Order Ready	Name:	<input type="text"/>	Phone:	<input type="text"/>
<input type="checkbox"/>	Notify as Individual Items are Available	Street:	<input type="text"/>	Email:	<input type="text"/>
<input type="checkbox"/>	Date Needed?	City / State:	<input type="text"/>	Designer:	<input type="text" value="<name>"/>
				Phone:	<input type="text"/>
				Email:	<input type="text"/>
SPECIAL NOTES					ORDER TOTAL:
					\$69,193.60

SUBMIT SIGNAL ORDERS TO THE REGION SIGNAL ENGINEER AND TO sfmaterials@utah.gov

ORDER INSTRUCTIONS:

(Version: 2023.03.21)

1. Pricing shown on forms is from the current State Contract. Actual FINET pricing will be an average cost based on when the stock was ordered and the price at that time.
2. Quantities for rows highlighted in LIGHT BLUE or LIGHT ORANGE in the order form are populated automatically. If desired, these auto-calculated quantities may be over-written by the user.
3. Notification of the order being ready will be sent via Email to the Notification & Pickup person(s) indicated above, and will reference the SRO, PIN, and Project Name as shown above.
4. **Pickup Person is required to schedule pickup within 14 days of order fulfillment notification. If not done, the items will be returned to warehouse stock.
5. Commodity codes are only required for items actually being stocked in the warehouse. Contact Tracie Montano to arrange for new commodity codes.
6. For any order which exceeds the "Reorder Threshold" value for an item, the user will be required to order that item directly from the vendor.
7. Non-stock materials should be ordered through the Project Manager.

	Stock/Non-Stock	Comm. Code	Description	Order Form Notes	Vendor Model #	Unit	Order Qty	Unit Price	Amount	
Traffic Signal Steel	Stock	55085000401	Type A Mast Arm Signal Pole (30' to 55')		--	EA	4	\$4,126	\$16,504.00	
	Stock	55085000413	40' Curved Mast Arm	For Type A or Type DC Mast Arm Signal Poles only	--	EA	2	\$2,877	\$5,754.00	
	Stock	55085000414	45' Curved Mast Arm	For Type A or Type DC Mast Arm Signal Poles only	--	EA	1	\$3,178	\$3,178.00	
	Stock	5508500411H	Hardware Kit, 30'/45' Curved Mast Arms	Also fits on the field-cut 25' mast arm	--	EA	1	\$20	\$20.00	
	Stock	5508500413H	Hardware Kit, 35'/40' Curved Mast Arms		--	EA	2	\$16	\$32.00	
	Stock	55085000415	50' Curved Mast Arm End Section	For Type A Mast Arm Signal Poles only	--	EA	1	\$2,882	\$2,882.00	
	Stock	55085000417	50'/55' Curved Mast Arm Base Section		--	EA	1	\$2,931	\$2,931.00	
	Stock	5508500415H	Hardware Kit, 50' Curved Mast Arm		--	EA	1	\$29	\$29.00	
	Stock	5508500408H	Hardware Kit, Type A, B, DC, or DS Pole Cap	Needed only if no luminaire extension is used	--	EA	2	\$33	\$66.00	
	Stock	5508500401H	Hardware Kit (HH Covers), Type A, B, C, DC, or DS Poles	2 kits required for Dual-Arm Poles	--	EA	4	\$128	\$512.00	
Street Lighting	Stock	55085000485	Vibration Mitigator	Required for all 45 ft or longer mast arms	J276848	EA	2	\$1,400	\$2,800.00	
	Stock	55085000476	40' Luminaire Extension / Type A/DC Mast Pole (17'-6")	Achieves 40' luminaire height on Type A/DC Mast Arm Signal Poles	--	EA	2	\$1,338	\$2,676.00	
	Stock	5508500472H	Hardware Kit, Signal Pole Luminaire Extension	Hardware to connect the Luminaire Extension to the signal pole and hardware to attach a Luminaire Arm to the Luminaire Extension.	--	EA	2	\$11	\$22.00	
	Stock	55085000466	15' Luminaire Arm		--	EA	2	\$508	\$1,016.00	
	Stock	28576394506	LED Luminaire B, Type III, MV, PC	Equivalent to 120/240V, 400 W HPS	ERL1015C540EGRAYGILX	EA	2	\$190	\$380.00	
	Stock	55085000379	2" Diameter x 66" Anchor Bolt w/ Hardware	Need 4 per each Type A, Type B, Type DC, and Type DS Mast Arm Signal Pole. Need 6 per each Type C Mast Arm Signal Pole.	--	EA	16	\$126	\$2,016.40	
	Stock	55081000488	Econolite Cabinet Assembly, TS-2 Size 6	Does not include MMU or Controller. Includes power supply. Buy 5 or more to see 3% discount.	--	EA	1	\$7,200	\$7,200.00	
	Stock	55082000032	Matrix Stopbar Sensor		SS-225	EA	4	\$3,750	\$15,000.00	
	Stock	55082000035	Matrix Snow Visor	Required for each new Matrix unit	101-047	EA	4	\$72	\$288.00	
	Stock	55082000080	Sensor Mount		SS-611	EA	4	\$179	\$716.00	
Radar Detection	Stock	55082000043	100' Radar Cable w/ Connector		SS-704-100	EA	4	\$352	\$1,408.00	
	Stock	55082000050	Buried Service Splicing Kit	Ura Seal Epoxy Canister. No contract; bid was empty.	CK-200-BSV	EA	4	\$14	\$56.00	
	Stock	55082000166	Click-650 / 4-Port Radar Interface		102-0416	EA	1	\$2,505	\$2,505.00	
	Stock	55088380608	LED Module - Red Arrow / 15Yr Warranty		TSL-12RA-DT-A1	EA	2	\$35	\$70.48	
	Stock	55088380610	LED Module - Yellow Arrow / 15Yr Warranty		TSL-12YA-DT-A1	EA	4	\$38	\$151.40	
	Stock	55088380612	LED Module - Green Arrow / 15Yr Warranty		TSL-12GA-DT-A1	EA	2	\$36	\$72.22	
	Stock	55088370415	Polymer Signal Head / 4-Section	Signal Head includes: Housing, Ball-Cap Visors, Backplate (with retroreflective tape). Order LED Modules and Mounts separately.	M56682 w/Tape	EA	2	\$304	\$607.78	
	Stock	55088370308	Complete Astro-Brac Galaxy Assembly, 1-Way, Cable Mount, 4-Section	4-Section, 5-Section (Doghouse), Dual-Red. 58" long gusseted tube.	AG-0125-4-96-PNC	EA	2	\$153	\$306.32	
										\$69,193.60

City Council Staff Report



Subject: Amendment to City Manager Employment Agreement
Author: Clinton Drake
Dept: Legal
Date: June 27, 2023

Background

On December 11, 2012, Bountiful City entered into an employment agreement with Gary Hill to serve as the Bountiful City Manager. The Agreement established conditions of his employment. More than ten years have passed since Mr. Hill was appointed. The Council recently conducted a performance evaluation for Mr. Hill. The Council determined that Mr. Hill's performance over the last ten years met or exceeded expectations. The amendments to the employment agreement are a result of the Council's positive performance evaluation.

Analysis

The amendment proposes two small changes to Mr. Hill's existing contract. The two changes are summarized as follows:

1. If Mr. Hill is terminated, he shall receive a severance payment of 6 months plus one additional month for every additional year of employment with Bountiful City for a maximum of 12 months total severance.
2. Mr. Hill and a companion may golf at the Bountiful Ridge Golf Course free of charge, including a golf cart.

Department Review

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

Significant Impacts

There are no significant impacts.

Recommendation

It is recommended that the City Council approve the First Amendment to City Manager Agreement.

Attachments

First Amendment to City Manager Agreement

FIRST AMENDMENT TO CITY MANAGER EMPLOYMENT AGREEMENT

THIS FIRST AMENDMENT, to City Manager Employment Agreement dated December 11, 2012 (“Original Agreement”), between the City of Bountiful, a Utah municipal corporation, is entered into this 27th day of June, 2023, and the parties agree to amend the Original Agreement as follows:

WITNESSETH

WHEREAS, the City desires to continue retain the services of Gary R. Hill as City Manager of the City of Bountiful; and

WHEREAS, it is the desire of the governing body to provide certain salary and benefits and to establish certain conditions of employment for the City Manager; and

WHEREAS, Gary R. Hill desires to be retained as City Manager of Bountiful;

WHEREAS, it is the desire of the governing body to provide an amendment to the existing City Manager Agreement referenced above; and

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the Original Agreement is amended, and the parties agree as follows:

1. Amendment to “Section 3 Termination and Severance Pay”-

Section 3(A) is amended to include the following at the end of the existing paragraph:

“Beginning with City Manager’s original start date, one additional month for each year of employment shall be added to the six months aggregate salary and benefits with a maximum of up to 12 months.”

2. Amendment to “Section 7 Fringe Benefits”-

Section 7 amended to include the following:

“(F) Golf: City Manager and a golf companion of his choice shall enjoy complimentary access to the Bountiful Ridge Golf Course, including a golf cart, without any charge or payment for green fees.”

3. No Other Modifications-

Except as specifically amended herein, the terms of the Original Agreement shall remain unmodified and in full force and effect.

IN WITNESSS WHEREOF, the City of Bountiful and Gary R. Hill sign this First Amendment.

Dated this 27th day of June, 2023.

Kendalyn Harris, Bountiful City Mayor

ATTEST:

Shawna Andrus, City Recorder

Gary R. Hill, City Manager

Approved as to form:

Clinton R. Drake, City Attorney