

# BOUNTIFUL CITY COUNCIL MEETING

TUESDAY, August 24, 2021

6:00 p.m. – Work Session

7:00 p.m. - Regular Session

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

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

*Bountiful City Council meetings, including this meeting, are open to the public. In consideration of the COVID-19 pandemic, the meeting is also available to view online. The link will be available on the Bountiful City website homepage ([www.bountifulutah.gov](http://www.bountifulutah.gov)) approximately one hour prior to the start of the meeting.*

## AGENDA

### 6:00 p.m. – Work Session

1. Fiber update – Mr. Alan West 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 meetings held on July 27, August 9 & August 11, 2021 p. 19
4. Council Reports
5. Consider approval of
  - a. expenditures greater than \$1,000 paid July 19, 26, August 2 & 9, 2021 p. 37
  - b. Preliminary June 2021 Financial Report p. 43
6. Consider approval of the Primary Election results as prepared by the Davis County Clerk/Auditor’s Office canvass – Mr. Gary Hill p. 59
7. Consider approval of the additional costs associated with the 2021 overlay projects and approve payment to Black Forest Paving – Mr. Lloyd Cheney p. 61
8. Consider approval of the Traffic Safety Committee items – Mr. Lloyd Cheney p. 63
9. Consider approval of the bid from REDD Engineering and Construction for the cemetery shop improvement and expansion in the amount of \$195,456 – Mr. Brock Hill p. 89
10. Consider approval of the site plan for Thirst Drinks, 1545 South Main Street with conditions described – Mr. Kendal Black p. 93
11. Consider approval of the annual Tyler Technologies software maintenance contract in the amount of \$87,045 – Mr. Alan West p. 99
12. Consider approval of a contract with Magellan Advisors for broadband feasibility services in the amount of \$67,500- Mr. Alan West p. 3
13. Consider approval of the bid from Anixter Power Solutions to purchase 477 ACSR wire in the amount of \$30,917 – Mr. Allen Johnson p. 103
14. Consider approval of the bid from Anixter Power Solutions to purchase conduit in the amount of \$72,510 – Mr. Allen Johnson p. 105
15. Consider approval of the bid from Black and McDonald for directional boring in the additional amount of \$89,790– Mr. Allen Johnson p. 107
16. Consider approval of \$30,193 for road mill repair costs provided by Goodfellow Corporation - Mr. Charles Benson p. 111
17. Consider approval of the purchase of four police vehicles in the total amount of \$118,798 from Tony Divino Toyota and Performance Ford – Chief Ed Biehler p. 113
18. Consider approval of the purchase of a Carrier water cooled chiller and a replacement actuator from American Chiller in the total amount of \$143,946 – Chief Ed Biehler p. 117
19. Consider approval of Resolution 2021-16 appointing Mr. Ryan Loose as the Bountiful City Administrative Law Judge – Mr. Clinton Drake p. 123
20. Adjourn

  
City Recorder



# City Council Staff Report



**Subject:** Bountiful Fiber RFI Review  
**Author:** Alan West  
**Department:** Information Technology  
**Date:** 8/24/2021

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## **Background**

Nearly 20 years ago, as UTOPIA was in the first stages of their business development, representatives of Bountiful City were invited to the first UTOPIA sales meetings. For various reasons, a decision was made by City administrators and elected officials not to participate. Eleven other cities joined the project. Many of these cities were in the news as they dealt with problems with bonding, delays, etc. Fast forward 20 years, and it could be argued that these “UTOPIA Cities” are satisfied with the final product.

In 2019, the I.T. Department signed a contract with UTOPIA to provide fiber internet services for City operations. UTOPIA has since provided fiber connectivity to several City locations. During this initial project, we met with representatives of UTOPIA to discuss the possibility of expanding their fiber network to provide services to businesses and residents of Bountiful.

Last year a representative from UTOPIA gave a presentation at a City Council Meeting regarding the option of having UTOPIA build a city-wide Fiber-to-the-Premise (FTTP) network in Bountiful. In the meantime, a growing number of citizens began to express frustration with the existing internet providers in Bountiful in the hopes that Bountiful City would promote a FTTP project in the City.

On February 23<sup>rd</sup> of this year, I gave a “Fiber 101” presentation at a City Council Work Session and explained the basic functionality of fiber, and the growing demand for fiber to the home. Not only had COVID heightened the demand for fiber, but citizens were continuing to get more frustrated with the limited options for high-speed internet services. At that time, the Mayor and City Council asked the I.T. Department to research the options and report back.

**Analysis** (Note: Much more detail will be presented during the Council Work session)

On April 28, 2021, a Request for Information (RFI) was released to 12 “Potential Providers”. Eight providers responded. An RFI Review Committee, made up of the City Manager, several department heads, along with one City Council member, completed an in-depth evaluation of the hundreds of pages of RFI responses. Four Potential Providers were selected to meet with the Review Committee to provide further information and answer detailed questions.

As we met with the vendors and analyzed the myriad of options, it became clear that the Mayor and Council had three options:

### **OPTION 1: Provider Owned and Operated Network**

The City can enter into an agreement with a single fiber provider to install, own and operate the network. Projected monthly cost to subscribers is about \$80 per month. Two vendors, Google Fiber and UTOPIA submitted RFI responses focused on this option.

- A main advantage of this option is that a city-wide network ***might*** be able to be completed within 24 to 36 construction months. Another advantage is that this option will require comparatively little direct involvement from the City.
- Disadvantages of this option are that the City would have little input on the implementation of the project, no ownership of the project, and limited future use of the network. There would be no future possible revenue to the City, and no input on cost to subscribers. Once the cost of construction is paid off, costs will not be reduced to customers.
- Other considerations: Google proposes a micro trench installation of fiber, which City staff does not support. UTOPIA proposes boring underneath the road, which is more expensive to install, but will not degrade the road network like micro trenching.
- The City would need to agree to issue debt to pay for the costs of the network if subscription rates are not high enough.

### **OPTION 2: City Owned Network**

Two vendors, EntryPoint Networks and Strata Networks, submitted proposals to work with the City to install a City owned fiber network. These companies have proposed to supervise the installation project, then phase out if the City takes over the management of the network.

- Main advantages include: Lower estimated monthly cost for customers once the cost of construction is paid for, unlimited use for City operations, and the potential for future income as unused fiber could be leased to other vendors or service providers.
- Disadvantages may include: The city would directly finance a city-owned network, which would require issuing bonds. The network could potentially take longer to complete (than two to three years).
- Other considerations: A city-owned network would not be a “utility” model. Participation would be voluntary, with bond costs paid through customer subscriptions.
- Under this model, the City *could*, but would not necessarily need to operate the network. Bountiful could contract with a party like Strata to operate the fiber system.

### **OPTION 3: Do nothing**

CenturyLink and Comcast are the primary vendors currently providing internet services in Bountiful. By choosing to “do nothing”, the City would continue to allow these and other vendors to operate as they are. As is, dissatisfaction with the current options, along with frustrations



related to the service and support provided by the available providers, are the primary points of concern expressed by citizens.

### **Department Review**

As the RFI Review Committee analyzed the many RFI responses, met with vendors, and deliberated on what recommended course of action may be presented to the Mayor and City Council, we were put in contact with Lehi City. Lehi is in the early stages of building their own fiber to the home network. They have been through a similar process in evaluating the options. Lehi City, however, has engaged a consultant, Magellan Advisors to help them with their project.

Magellan Advisors performed a detailed feasibility study and market analysis. All options were considered, including those mentioned above. Based on the data presented in the study, Lehi city council voted to approve a bond to pay for a City owned and operated network. The bond will be paid for from the revenue of the new fiber network as customers purchase services.

After a recommendation from Lehi City, our RFI Review Committee met with Magellan Advisors. Magellan Advisors has worked with over 400 municipalities and utilities to plan, engineer, and build broadband and “Smart City” networks. Subsequently, we requested, and have received a proposal from Magellan Advisors to work with Bountiful City.

The major advantage of hiring a firm like Magellan is their ability to provide an independent evaluation of our fiber network options. This will help us fill knowledge gaps by staff and the council and avoid the pitfall of relying solely on vendor-provided information (and sales pitches).

### **Significant Impacts**

The most significant impact of this comprehensive fiber project is the positive impact on the citizens of Bountiful, and the City itself. Providing a very long-term, high-quality fiber network can be a huge asset for the City. Citizens and business of Bountiful can be offered an affordable option for a fiber-to-the-premise network. The City will also realize benefits by connecting all City facilities together via fiber.

The financial impact on the City could potentially exceed \$60M. However, based on preliminary figures provided by several RFI respondents, the demand for reliable high-speed internet services in Bountiful is high. And, to reiterate, the bond will be paid for from the revenue of the new fiber network as customers purchase services.

### **Recommendation**

It is expected that as a detailed analysis is shared at this Council Work Session, the Mayor and Council will have enough information to make a decision as to whether they would like to move

ahead with a *Provider Owned and Operated Fiber Network*, or to further explore the options of building a *City Owned Fiber Network*.

- If the Mayor and Council feel they would like to proceed with a *Provider Owned and Operated Network*, we recommend that the City enter into contract negotiations with UTOPIA Networks.
  - Engaging with UTOPIA would require a “revenue pledge” from the City as a condition of the partnership.
- If the Mayor and Council decide they would like to pursue the option of building a *City Owned and Operated Network*, the RFI Review Committee and the I.T. staff recommend that the attached contract with Magellan Advisors be approved for \$67,500. Based on an estimated \$40-65M project total, this contract price would represent 1/10<sup>th</sup> of 1%.

### **Attachment**

Broadband Feasibility Study provided by Magellan Advisors



## Broadband Feasibility Study

Prepared For: City of Bountiful  
795 South Main Street  
Bountiful, Utah 84010

Prepared By: John Honker  
Magellan Advisors  
jhonker@magellan-advisors.com  
O: 786.208.8952



Magellan is trusted by over 400 municipalities and utilities to plan, engineer and build their broadband & smart city networks

400

MUNIS, UTILITIES  
& CO-OPS

50

FIBER & WIRELESS  
NETWORKS

900

THOUSAND HOMES  
WITH FIBER

750

MILLION IN  
NEW INVESTMENTS

## Community Focused Fiber & Broadband Solutions



### Broadband Planning

Feasibility studies, fiber master plans and business plans that give you real-world guidance and results you can count on when deploying fiber and broadband.



### Grants & Funding

Funding strategy, grant writing and compliance for all major federal and state fiber and broadband grant programs.



### Design Engineering

Cutting edge fiber and broadband engineering to connect more sites, more devices and more customers at the speed of light.



### Turnkey Implementation

A single, trusted partner to manage your entire network implementation, with over 50 fiber and broadband deployed networks across the US.



### Launch & Startup Support

From network integration, to billing, to customer service to tech support, we provide you with the most experienced resources to manage your fiber and broadband networks.



### Retail ISP Services

LightSpeed, powered by Magellan Advisors serves your community with fast, reliable and affordable internet services, built on a culture of delivering superior service.



## LOCAL MOUNTAIN COMMUNITY EXPERIENCE

### FIBER DESIGN & FEASIBILITY ANALYSIS: CITY OF LEHI CITY, UT



#### CONTACT

Jason Walker  
City Administrator  
P: 801.916.7648.  
E: [jwalker@lehi-utah.gov](mailto:jwalker@lehi-utah.gov)

#### CHALLENGE

Lehi City is a family friendly, safe and active community of approximately 65,000 residents and 25 square miles. Lehi's proximity to Salt Lake City and Provo, as well as its location along I-15 has made Lehi one of the fastest growing communities in the Western United States. Since 1990, the City has more than quadrupled its population. With this growth have come the obvious challenges of keeping pace with such rapid change. Lehi City has focused on broadband as one area that needs to scale with its rapid population growth and the City wanted to evaluate what role it could play in ensuring citizens and businesses had access to high-speed internet. The City needed an experienced partner to help leadership assess the feasible options to deploy an open-access, multi-provider broadband network that would serve the citizens and businesses of Lehi.

#### MAGELLAN'S SOLUTION

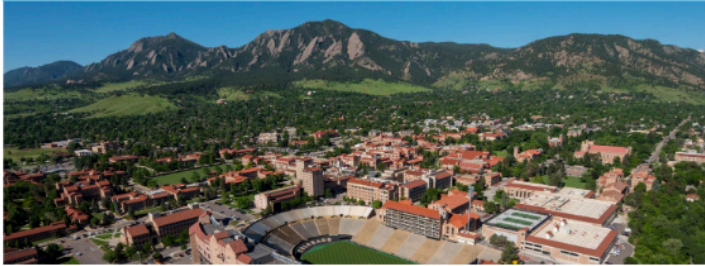
Magellan leveraged its deep experience working with municipal electric utilities to develop an in-depth design and cost estimates for buildout of a Citywide fiber to the home network, covering approximately 25,000 premises within the City. Magellan's design gave the City detailed costing for all aspects of the network and guidance on a number of options to operate the network. To determine community demand for the network, Magellan conducted a statistically valid, predictive survey estimated the number of homes and businesses that would sign up for service. Magellan ran many financial scenarios in the project to inform the City of both the positive and negative outcomes that could be realized by building the network. Finally, Magellan's analysis determined several feasible options for deployment. Magellan worked with the City leadership team to educate them on the pros, cons, risks and rewards of each, guiding the City to the most appropriate model for its community.

#### OUR CLIENT'S SUCCESS

Today, the City is moving towards the next steps in its broadband implementation to determine the right technologies, recruit ISPs, educate the public and develop its organizational structure. Magellan continues to work with Lehi to support all of its needs as the City begins the process of moving forward with its broadband network.



## FIBER DESIGN & CONSTRUCTION REFERENCE: CITY OF BOULDER, CO



### CONTACT

Steve Catanach  
Director of Utilities  
P: 303.441.3274  
E: [catanachs@bouldercolorado.gov](mailto:catanachs@bouldercolorado.gov)

*"The city's vision is to provide a world-class community telecommunications infrastructure to Boulder for the 21<sup>st</sup> Century and beyond. Broadband connectivity is a critical infrastructure service for quality of modern life, as is the case with roads, water, sewer and electricity."*

### CHALLENGE

The City of Boulder, CO is an innovative city with many diverse needs for connectivity, from traffic signalization to public housing, to smart utilities to next-generation broadband. The City needed a comprehensive engineering design for a citywide fiber backbone to expand on the City's original fiber network that was installed nearly 15 years ago. The City's objectives were to build this new network to meet the needs of the City and community over the next 10-15 years, with special focus on how building the fiber backbone could create a foundation for residential fiber to the home broadband services. The City needed an engineering partner with specific experience in municipal fiber and broadband services and in 2019, Magellan was retained to develop the design.

### MAGELLAN'S SOLUTION

In 2019, Magellan first conducted a comprehensive review of departmental needs within the City, including transportation, public works, public housing, police and fire, utilities, information technology and open space mountain parks. Through this assessment, over 200 new City-owned sites were identified to be connected to fiber. Magellan developed the full engineering design package and optimized the fiber backbone to support fiber to the home distribution, to support broadband programs that the City would consider in the future. Our unique design lowered the bar for deployment of new fiber to the home by reducing the cost to build this infrastructure. We also found miles of unused City conduit during the design process, which we integrated into the final engineering design, saving the City approximately \$1 million in new construction. We provided detailed fielding, utility assessment, permitting, make-ready, prints, costing and as-builts for each phase of construction. To enable seamless deployment of the network, the City also selected Magellan to manage construction, given our deep experience constructing municipal fiber and our collaborative approach with the City's internal departments.

### OUR CLIENT'S SUCCESS

Today, the first two phases of construction are complete. Over the next 24 months, Magellan will manage the construction of the remaining 50 miles of fiber, connect 114 traffic signals, 23 public housing sites, 2 data centers, 7 towers and 25 other city facilities. Over this time, it will lead to significantly improved capabilities for the City's departments and a new fiber resource to support future broadband applications for residents and businesses.



## FIBER DESIGN & CONSTRUCTION REFERENCE: CITY OF CENTENNIAL, CO



### CONTACT

Eric Eddy  
Assistant to the City Manager  
P: 303.754.3334  
E: eeddy@centennialco.gov

*“Council’s goal with the Fiber Master Plan was to provide an opportunity to increase competition by completing a fiber backbone that could deliver superior and competitive choices and services for consumers. Through partnerships with the private sector, our residents and existing and future businesses will enjoy faster internet services and possibly lower prices”*

*-Ken Lucas, Centennial City Council*

### CHALLENGE

The City of Centennial, Colorado is a rapidly growing community on Colorado’s Front Range. With this growth came new broadband connectivity needs for internal departments and external stakeholders, including transportation, public safety and education. The City also saw opportunities to drive new economic development opportunities by ensuring its business corridors were equipped with fiber infrastructure. The City believed a municipal fiber backbone would help drive broadband innovation and needed to find an engineering partner with deep experience planning citywide fiber networks.

### MAGELLAN’S SOLUTION

In 2017, the City retained Magellan Advisors to develop a high-level design and fiber master plan for the backbone. Magellan approached the project from the ground up, seeking input from internal departments, two school districts, local libraries, two regional public safety organizations and the local business community. Upon identifying the needs of these organizations, Magellan developed a citywide fiber backbone that connected all organizations to a new underground, high-capacity fiber network with multiple layers of redundancy and connections to key data centers around Centennial. Magellan provided a full assessment and optimization of routes, network construction phasing and cost estimates for the network. In late 2017, Magellan presented the findings to the City’s Fiber Steering Committee and City Council, who both adopted the plan and design and authorized construction of the network.

### OUR CLIENT’S SUCCESS

The City completed construction on its 50-mile, 432 strand fiber backbone in December 2018 and has attracted three new internet service providers to Centennial, driving competition and creating additional choice for residents and businesses. Today, Ting Internet, United Private Networks and Avata networks lease fiber from the City to supply broadband services to homes, businesses and community organizations. Ting launched its fiber to the home service in 2019 and provides gigabit internet services to homes and businesses. The City also provides fiber to the Cherry Creek School District and Intermountain Electric.

## CUSTOMER TESTIMONIALS

### City of Mont Belvieu

Nathan Watkins, Assistant City Manager

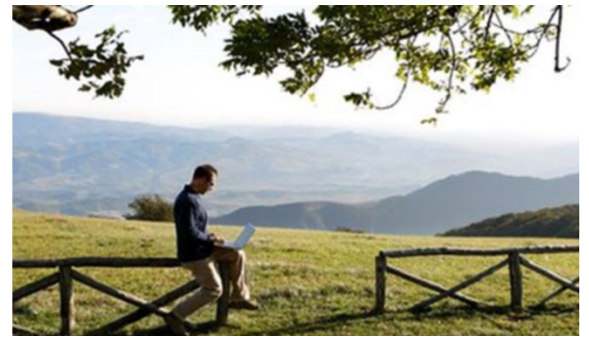
“Without Magellan, our network would have been double the estimated project costs and taken longer to complete. We could not be more pleased with the level of service and professionalism and would highly recommend Magellan to any city looking for fiber solutions for their community.”



### Newport Utilities

Carmen Lichty, Customer Service Manager

“We’re excited to build this network to serve our community with gigabit fiber! Just wanted to say thank you and we are fortunate to have partnered with Magellan who managed the entire deployment and launch.”



### Middle Tennessee Electric

Brad Gibson, Chief Coop Business Officer

"Magellan served as an important partner providing MTE a comprehensive feasibility study, high-level design cost estimates, and an executable business plan. These deliverables were instrumental in assessing the partnership with United Communications, which became the path MTE chose to deliver world-class broadband to its members."



### Hudson Utilities

Will Ersing, Chief Broadband Officer

“Magellan’s real world experience allowed us to take the next steps in achieving our broadband goals.”





## KEY CLIENTS & PROJECTS

	STATE	FEASIBILITY STUDY	FIBER MASTER PLAN	BROADBAND BUSINESS PLAN	GRANT DEVELOPMENT	BROADBAND POLICY	ENGINEERING DESIGN	PERMITTING	PROCUREMENT	CONSTRUCTION MANAGEMENT	INSPECTIONS & CLOSE-OUT	STARTUP & LAUNCH	OPERATIONS & MANAGEMENT	SALES & MARKETING	BROADBAND EXPANSION
Salt River Project	AZ	•	•				•								
Rock Falls Utilities	IL	•			•		•		•	•		•		•	
City of Mont Belvieu	TX	•	•	•	•		•	•	•	•		•	•	•	•
City of Dayton	TX	•		•	•		•		•						
City of New Braunfels	TX	•					•								
Waverly Utilities	IO	•			•		•		•	•		•		•	
Newport Utilities	TN	•	•	•	•		•	•	•	•	•	•	•	•	•
Johnson City Energy Authority	TN	•	•	•	•		•		•					•	
Tennessee Valley Authority	TN	•					•								
Indianola Municipal Utilities	IO	•		•	•		•								
Hudson Utilities	OH	•	•		•		•		•					•	
Jefferson Public Utility District	OR	•	•	•	•		•								
City of Jupiter	FL	•			•		•		•	•		•		•	
City of Palm Coast	FL	•			•		•		•	•		•		•	
City of Hamilton	OH	•	•		•		•		•			•			
City of Portsmouth	VA	•	•				•	•	•	•	•	•			
City of Rancho Cucamonga	CA	•	•				•	•	•	•		•			
City of Boulder	CO	•	•				•	•	•	•		•			
City of Clermont	FL	•			•		•	•	•	•		•		•	
City of Hillsboro	OR	•			•		•	•	•	•		•		•	
Glendale Water & Power	CA	•					•								
Lenoir City Utilities	TN	•	•				•								
Marshfield Utilities	WI	•			•		•								
City of Lehi Utilities	UT	•			•		•								
City of Lodi Utilities	CA	•			•		•								
Morrisville Water & Light	VT	•			•		•								
Holston Electric Cooperative	TN	•		•	•		•								
Sequachee Valley Electric	TN	•			•		•								
Appalacean Electric Cooperative	TN	•					•								
Duck River Electric Cooperative	TN	•			•		•								
Middle Tennessee Electric Cooperative	TN	•		•	•		•								

## PROJECT METHODOLOGY & SCOPE OF WORK

Magellan understands that the City of Bountiful would like to better understand the feasibility and options to expand access to high-speed broadband to its community. A broadband feasibility study will examine the opportunities and risks of the City providing high-speed internet to its community over a fiber-based network.

The study will equip City leadership with a comprehensive analysis of the business, technical, operational, financial, investment and regulatory aspects of deploying broadband services within the municipal environment. Magellan's goal is to provide an objective and industry-based study that informs the City of the opportunities and risks of expanding broadband, using a quantitative, fact-based and financially oriented approach. In this approach, we will:

- Work with the City to gain a clear understanding of its strategic goals and objectives in the study;
- Assess the Utah regulatory environment for municipal broadband in Utah, examining state statute, funding requirements and procedural rules;
- Develop an accurate forecast of demand for high-speed internet services in the City;
- Assess the feasibility of using City existing rights of way, fiber networks, pole lines and other assets to reduce the cost of broadband deployments;
- Determine the benefits of expanding broadband for the City, in terms of economic development, education, healthcare, quality of life, and other community functions;
- Determine how a broadband network would create added value for the City's operations, departments and citizen-to-government benefits;
- Develop a conceptual design for the broadband network;
- Develop the bill of materials and cost estimates for the broadband network, including all materials, labor, equipment and ongoing renewal and replacement;
- Develop final pro-forma financial statements for broadband deployment;
- Based on the findings, provide a cost/benefit and risk/reward analysis of the various options, workshop these with the City team and develop a final feasibility study report.

## **Task 1: Broadband Regulatory Analysis**

The regulatory analysis will assess the Utah state requirements for the City to provide high-speed internet services. The assessment will focus on statutory requirements that pertain to providers of high-speed internet with specific call outs for municipalities and municipal utilities. It will also analyze FCC, federal law enforcement and other statutory requirements that the City should be aware of and the potential risks and mitigation strategies that the City can consider.

## **Task 2: Broadband Market Analysis**

The market analysis will analyze the providers, services, pricing, speeds, territories and competition within the City. It will assess the current state of competition among providers in the market and determine how the City is positioned to provide an alternative and superior broadband service over a fiber to the home network. The analysis will collect current market offerings from existing providers, including services, bundles, pricing, promotions and availability. This information will inform the City of the level of competition in the market and how this competition impacts its own broadband offerings.

## **Task 3: Benefits to the Community**

Magellan will analyze the projected benefits of the broadband network on the greater Bountiful community. The benefits analysis will focus on current City programs and how those may be enhanced by the broadband network. It will evaluate the economic development, social, quality of life, healthcare, education, climate change, healthcare and related benefits that may be derived by public ownership and operation of the broadband network.

## **Task 4: Conceptual Design & Cost Estimates**

The conceptual engineering design is a high-level plan for the fiber to the home network that analyzes costs, constructability and issues. The design provides a high-level blueprint for the proposed network, with accurate cost estimates for construction, equipment, renewal and replacement and operations. It will provide a technical plan for delivering 1 gigabit and greater broadband services to residents and businesses. It will also support high-speed 100 gigabit backbone connectivity and dedicate services to support large community anchor connections, enterprise-scale businesses and other critical customers.

The design will include all outside plant fiber backbone, feeder, distribution, service drops, equipment and services, as well as renewal and replacement of components for each class of assets deployed in the network (fiber, field facilities, headend equipment, customer equipment). The design will include a comprehensive bill of materials with cost estimates for all engineering, construction, equipment, professional services and any other capital costs needed to build the network.

## **Task 5: Operational Requirements**

The operational assessment will detail the resources that the City will need to provide broadband services, focusing on staffing, management, systems, and business processes. It will provide a proposed organizational chart for a City-owned and operated broadband utility with department structure, staff roles and responsibilities. The operational assessment will also detail any opportunities where resources could be shared

with other departments.

## **Task 6: Broadband Financial Analysis**

Magellan utilizes a detailed financial model that has been purpose-built for municipal broadband. The financial model accounts for all revenues, costs, funding, debt service, reserves and expansion costs, including engineer's estimates and documentation of all costs and assumptions. The methodology for the financial analysis will include:

1. Capital costs for the broadband network, including one-time and ongoing capital expenditures;
2. Operating costs for maintenance, field services, staffing, billing and customer service and others;
3. Renewal and replacement costs based on the economic lifetime of each asset class;
4. Customer markets and numbers for residents, businesses and institutional customers;
5. Determine initial and ongoing take rates on the network for each type of customer;
6. Assess financing requirements, costs and terms, calculate annual principal and interest payments;
7. Develop profit & loss statements to determine overall financial feasibility, over a 20-30-year term;
8. Conduct sensitivity analysis on the project to determine overall financial sustainability using key metrics such as free cash flow, debt service coverage, operating margin, and net income;
9. Define break-even, internal rate of return and similar financial performance metrics;
10. Workshop the financial plan with City leadership.

The financial analysis will also identify feasible grant and loan programs for Bountiful. Our analysis will look at the federal FCC, USAC and USDA programs that provide grant and low-cost loan funding for rural broadband infrastructure.

## **Task 7: Final Feasibility Study**

The City will receive a final comprehensive report on the feasibility of providing high-speed internet to its community. It will detail the overall costs, feasibility, opportunity, benefits to stakeholders (citizens, businesses, schools, healthcare, city departments), risks and possible paths forward. It will also provide detailed information from other municipal utilities that have deployed broadband services, the processes they've used, challenges and benefits that were received.

Magellan will deliver a final package of documents including the feasibility study narrative, high-level designs, financial plans and other content created through the project. We will be prepared to present the final report (and any interim reports needed) to City leadership at your request.

## PROJECT TIMELINE

Task	Description	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
1	Broadband Regulatory Analysis	■	■				
2	Broadband Market Analysis	■	■				
3	Residential & Business Surveys		■	■	■		
4	Conceptual Design & Cost Estimates	■	■	■			
5	Operational Requirements		■	■	■	■	
6	Broadband Financial Analysis				■	■	
7	Final Workshops & Presentations					■	■

## PRICING

Magellan Advisors will bill on a monthly basis in six equal installments. Any travel will be coordinated and approved by the City per the City's travel policies. Invoices are payable on net 30 terms from the date of invoice. For any additional services, Magellan is happy to offer its services at a \$210/hour blended rate.

PROJECT	COST
Broadband Feasibility Study	\$65,000
Travel & Incidental Expense Budget	\$2,500
Total Project	\$67,500

## SIGNATURE & ACCEPTANCE

Magellan Advisors, LLC  
A Florida Limited Liability Company  
999 18<sup>th</sup> Street, Suite 3000  
Denver, CO 80202

City of Bountiful, UT

Print Name: John Honker

Print Name:

Title: President & CEO

Title:

Signature:



Signature:

Date: 8/3/2020

Date:

Minutes of the  
BOUNTIFUL CITY COUNCIL

July 27, 2021 – 6:30 p.m.

Present:	Mayor	Randy Lewis
	Councilmembers	Millie Segura Bahr, Kate Bradshaw, Kendalyn Harris
	City Manager	Gary Hill
	Asst. City Manager	Galen Rasmussen
	City Attorney	Clinton Drake
	City Engineer	Lloyd Cheney
	Streets Director	Charles Benson
	Water Director	Kraig Christensen
	City Planner	Curtis Poole
	Recording Secretary	Maranda Hilton

Excused:	Councilmember	Richard Higginson
	Councilmember	Chris R. Simonsen
	Planning Director	Francisco Astorga

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 – 6:30 p.m.**  
**City Council Chambers**

Mayor Lewis called the meeting to order at 6:33 p.m. and welcomed those in attendance.

**PUBLIC ART UPDATE – MS. REBECCA HATCH**

Ms. Rebecca Hatch reported that there were 20 applicants for the Public Art Advisory Board and interviews have begun. They hope to hold their first meeting next month once they have chosen five board members.

She also gave an update about the “In God We Trust” display for the Council Chambers, which the Council discussed earlier this year. They plan on placing founding documents on the right-side and left-side walls at the back of the chambers. The left side will include the “In God We Trust” statement placed between the Declaration of Independence and the preamble to the Constitution, and an artist’s rendition of a bird’s eye view of the City. The right side will have photos of the current Councilmembers with their dates of service engraved below. This will allow residents to become more familiar with the Councilmembers.

The last idea she asked for the Council’s opinion on, is creating a “historic hall” along the north hallway in City Hall. They already have framed pictures of each of Bountiful’s twenty-nine mayors and a framed, written history of Bountiful. To these they would like to add historical photos of Bountiful from the last 100 years including business fronts, schools, the fire house, etc. with

1 descriptions. Councilmembers and the Mayor all said they liked the idea, and they offered advice on  
2 where to gather more photographs for the collection and thanked her for her work on these projects.  
3

4 **AMERICAN RESCUE PLAN – MR. GARY HILL**

5 Mr. Gary Hill gave an update about the American Rescue Plan Act (ARPA) which was  
6 authorized by Congress to help stimulate the economy and meet needs related to impacts from the  
7 COVID-19 pandemic. Bountiful has been granted an allocation of \$5.2 million. The first allocation of  
8 \$2.6M was received a few weeks ago and the second allocation will be available a year from now if it  
9 is appropriated by Congress. The uses for this money are fairly restrictive and Bountiful plans to use  
10 it toward some water, storm water and sewer infrastructure improvements. He explained that none of  
11 these funds can go into the Capital Projects Fund or the General Fund.

12 In addition to the City’s identified projects, the Utah League of Cities and Towns (ULCT) has  
13 asked the City for a one-time donation of \$5,000 to help pay for the expense of tracking the funds,  
14 which is a requirement recently established by the State Legislature. The South Davis Sewer District  
15 is also asking for \$160,000 from the City, based on the amount received from ARPA. If neighboring  
16 cities all agree to the requested amounts, this will be a significant inflow of money for the district and  
17 will postpone a future property tax increase. The City will be able to apply to the State for fund  
18 matching on some City projects like replacing the Mill Creek reservoir, Calder Well repairs and the  
19 Water Department’s new SCADA system. Applications are open from August 15 until October 16,  
20 and funds will be allocated in November.

21 Mr. Hill asked the Council if they approved of these grants to the ULCT and to the Sewer  
22 District. Several Council members asked follow-up questions about the State’s fund matching  
23 program and about the proposed timelines for storm water projects. Mr. Hill, Mr. Cheney and Mr.  
24 Rasmussen answered their questions. The Council all agreed to those expenditures.  
25

26 The work session ended at 7:04 p.m.  
27

28 **Regular Meeting – 7:00 p.m.**  
29 **City Council Chambers**  
30

31 Mayor Lewis called the meeting to order at 7:04 p.m. and welcomed those in attendance. Mr.  
32 Seth Wright led the Pledge of Allegiance and Bi-Vocational Pastor Josiah Walker, Redeeming Life  
33 Church, offered a prayer.  
34

35 **PUBLIC COMMENT**

36 The public comment section was opened at 7:09 p.m.  
37

38 Mr. Scott Albertson (1488 North 350 West) stated his concern about the roadwork taking  
39 place on 1000 North. He feels it is taking too long and is causing a lot of damage to vehicles. He is  
40 also concerned that there is no plan to install a crosswalk on that street and he feels there is a need. In  
41 his neighborhood, he explained that their streets, curbs, and gutters are all in poor condition, and the  
42 speed humps are so high they caused his bumper to fall off. He said it feels like their neighborhood  
43 has been forgotten by the City.  
44

45 Ms. Jade Valdez (Girl Scout Troop 2511, Woods Cross) read a prepared statement with 215  
46 signatures of support, in favor of expanding athletic opportunities for girls in Utah. She said that the



1 lack of facilities dedicated for girls’ softball has created barriers for girls to enter the sport. She hopes  
2 to raise awareness of this issue and requested that the Council consider creating a dedicated softball  
3 field at Washington Park.

4  
5 The public comment section was closed at 7:14 p.m.

6  
7 **CONSIDER APPROVAL OF MINUTES OF PREVIOUS MEETING HELD ON JULY 13,**  
8 **2021**

9 Councilwoman Bradshaw said she reported an incorrect date in the minutes to the City  
10 Recorder, and it has been corrected.

11 Councilwoman Harris made a motion to approve the minutes from July 13, 2021, and  
12 Councilwoman Bahr seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw  
13 and Harris voting “aye”.

14  
15 **COUNCIL REPORTS**

16 Mayor Lewis took a moment to highlight two former Bountiful residents who are making  
17 national headlines in athletics. Mr. Sam Merrill, who recently won an NBA championship with the  
18 Milwaukie Bucks, was born and raised in Bountiful, played at Bountiful High and at Utah State  
19 University. And Mr. Jake Gibb, who is currently competing in the Tokyo Olympics in beach  
20 volleyball, played golf at Bountiful High.

21 Councilwoman Bradshaw reported that she has been selected to represent the Utah League of  
22 Cities and Towns (ULCT) on the new State Outdoor Adventure Commission and she is looking  
23 forward to it.

24 Councilwoman Harris reminded the public that there are three public meetings this week and  
25 invited everyone to attend the “Meet the Candidates” event, which will be Wednesday night, and a  
26 presentation on property taxes, which will be Thursday night. She also reminded business owners  
27 about the Bountiful Business Symposium on September 22.

28 Councilwoman Bahr did not have a report.

29  
30 **CONSIDER APPROVAL OF EXPENDITURES GREATER THAN \$1,000 PAID JUNE 28,**  
31 **JULY 5 & 12, 2021**

32 Councilwoman Bradshaw asked about an expense for irrigation parts for Washington Park  
33 and whether Bountiful City or the school district should be covering those expenses. Mr. Hill  
34 explained that the district will be installing a new irrigation system, but until the design for the park  
35 has been finalized, the City will simply maintain the existing system. He said he would follow up  
36 about the details with the District to make sure all agreements are upheld concerning the purchase of  
37 the land.

38 Councilwoman Bradshaw made a motion to approve the expenditures and Councilwoman  
39 Harris seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw and Harris,  
40 voting “aye”.

41  
42 **CONSIDER APPROVAL OF RESOLUTION 2021-15 AUTHORIZING A PUBLIC SAFETY**  
43 **SYSTEM INTERLOCAL AGREEMENT – CHIEF ED BIEHLER**

44 Mr. Hill, in place of Chief Biehler, explained that this item is a continuation of many previous  
45 conversations and presentations about the safety dispatch centers. The interlocal agreement is finally  
46 ready for the Council’s review and approval. This agreement declares Bountiful’s willingness to

1 adopt a common software from Motorola and that the City will share in the installation and  
2 maintenance costs. The duties of each entity involved is set forth in the agreement as well. This new  
3 software will allow Bountiful's dispatch center to communicate and share records with the other  
4 dispatch centers more easily.

5 Councilwoman Bradshaw asked about how the costs of switching to the new software and to a  
6 shared server will compare to what the City pays now. Mr. Hill answered that the new costs will be  
7 less expensive than hosting a server as is done currently, and the maintenance costs will be about half  
8 of what they currently are. There will, however, be a short period of overlap while making the switch.

9 Councilwoman Harris made a motion to approve Resolution 2021-15 and Councilwoman  
10 Bahr seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw and Harris,  
11 voting "aye".

12  
13 **CONSIDER APPROVAL OF THE PRELIMINARY AND FINAL ARCHITECTURAL AND**  
14 **SITE PLAN FOR AN OFFICE DEVELOPMENT AT 390 SOUTH MAIN STREET – MR.**  
15 **CURTIS POOLE**

16 Mr. Curtis Poole explained that City Creek Construction wishes to build offices in the newly  
17 empty Deseret First Credit Union (DFCU) building at 390 South Main Street. The property owners  
18 would like to redevelop the site, removing the canopy and the ATM, expanding the building out to  
19 the sidewalk on the east side, and updating the exterior façade. The parking will remain untouched  
20 and have 15 more stalls than are required. The Planning Commission forwarded a unanimous vote of  
21 recommendation for approval. They feel it will be a great project for Main Street and it fits all the  
22 Downtown Zone standards.

23 Councilwoman Bradshaw made a motion to approve the site plan and Councilwoman Harris  
24 seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw and Harris, voting  
25 "aye".

26  
27 **CONSIDER APPROVAL OF THE PRELIMINARY/FINAL ARCHITECTURAL AND SITE**  
28 **PLAN REVIEW AT 1791 RENAISSANCE TOWNE DRIVE – MR. CURTIS POOLE**

29 Mr. Poole explained that this approval is for the lot that is located on the corner of Main Street  
30 and 1800 South in the Renaissance Towne development. It will be the "sister lot" to Lot 16 which  
31 obtained approval from the Council last June. It will be a 26-unit building with parking on the ground  
32 floor and 3 levels above that. In addition to the built-in parking, it will have 8 stalls it shares with Lot  
33 16, and 14 stalls that will be built on the future Renaissance Towne Drive. As each lot is developed,  
34 they will continue to assess parking conditions, and the final lot will have to be built within the  
35 parking constraints that are left. The Planning Commission forwarded a unanimous vote of  
36 recommendation for approval.

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

40  
41 **CONSIDER APPROVAL OF A REQUEST FOR A PRIVATE GLASS RECYCLING**  
42 **SERVICE TO OPERATE WITH THE PUBLIC RIGHT OF WAY (ROW) AND FIRST**  
43 **AMENDMENT TO RESIDENTIAL CURBSIDE SERVICE AGREEMENT WITH ACE**  
44 **RECYCLING – MR. CURTIS POOLE**

45 Mr. Poole said that this is the follow-up item from the last City Council meeting. This  
46 approval from the Council will allow Momentum Recycling to provide glass recycling services in the

1 City and allow them to operate in the public right of way. Council will also be approving an  
2 amendment to the contract with Ace Recycling which would allow another recycling business  
3 (Momentum) to provide services here.

4 Councilwoman Harris made a motion to approve the request from Momentum Recycling and  
5 the amendment to the Ace Recycling contract and Councilwoman Bradshaw seconded the motion.  
6 The motion passed with Councilmembers Bahr, Bradshaw and Harris, voting “aye”.

7  
8 **CONSIDER APPROVAL OF A CONTRACT WITH AVID TRAILS FOR TRAIL DESIGN-**  
9 **MR. CURTIS POOLE**

10 Mr. Poole said that this contract is for the final trail identified in the Trails Master  
11 Implementation Plan to be completed in 2021. It is a trail that will connect Barton Creek and Stone  
12 Creek. The entirety of the land where the new trail will be built is within Bountiful City limits, so  
13 there is no need to seek approval from the Forest Service. As staff reviewed this project, they felt  
14 they should seek the guidance of an experienced trail builder, so they submitted an RFP and received  
15 three proposals. Staff recommends accepting the bid from Avid Trails which will provide the best  
16 value for the design proposed. They also wish to add options to the base design to include a bridge  
17 and some signage, bringing the total costs a little over \$97,000.

18 Councilwoman Bahr made a motion to approve the contract with Avid Trails and  
19 Councilwoman Bradshaw seconded the motion. The motion passed with Councilmembers Bahr,  
20 Bradshaw and Harris, voting “aye”.

21  
22 **CONSIDER APPROVAL OF THE PURCHASE OF A DORSETT CONTROLS SCADA**  
23 **SYSTEM IN THE AMOUNT OF \$299,707 – MR. KRAIG CHRISTENSEN**

24 Mr. Kraig Christensen explained that this purchase is for a new SCADA system. The current  
25 system is old and becoming obsolete and unsupported. The SCADA is a very crucial part of the water  
26 system, helping to control when pumps turn on and off, recording all data for State reporting and  
27 controlling chlorine and fluoride levels. They received four bids for this purchase. Staff recommends  
28 the Council accept the bid from Dorsett Controls.

29 Councilwoman Bradshaw asked if this new system would help the City make use of the recent  
30 water efficiency study that was just completed. Mr. Christensen answered that it will help them with  
31 implementing more efficiency in the entire system.

32 Councilwoman Bradshaw made a motion to approve the purchase of the SCADA system from  
33 Dorsett Controls and Councilwoman Harris seconded the motion. The motion passed with  
34 Councilmembers Bahr, Bradshaw and Harris voting “aye”.

35  
36 **CONSIDER APPROVAL OF THE PURCHASE OF RADIOS AND ANTENNA FROM UCS**  
37 **WIRELESS IN THE AMOUNT OF \$41,620 – MR. KRAIG CHRISTENSEN**

38 Mr. Kraig Christensen explained that this purchase is for radios for Water Department trucks,  
39 as well as one for the office and one at the treatment plant. The new radios will make it much easier  
40 to communicate as a department in emergency situations. They decided to utilize what the Streets  
41 Department already had in place, which is why there was only one bid on this project. They also  
42 placed an antenna on one of their buildings, which will eliminate a “dead zone” they have.

43 Councilwoman Bahr made a motion to approve the purchases and Councilwoman Bradshaw  
44 seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw and Harris, voting  
45 “aye”.

1 **CONSIDER RETROACTIVE APPROVAL OF THE PURCHASE OF A MOTOR, PUMP**  
2 **AND WELL CASING FOR CALDER WELL IN THE AMOUNT OF \$69,762 – MR. KRAIG**  
3 **CHRISTENSEN**

4 Mr. Christensen explained that in April of 2021 the Calder Well pump was ruined when a  
5 bearing went out in the submersible motor. Due to this, they were unable to use a big portion of that  
6 well, which supplies water to the south and southeast side of the City. The urgent nature of that  
7 situation caused them to immediately seek for emergency approval for repairs. They also discovered  
8 that the well casing needed to be replaced. The repair work is finished now and the well has been  
9 back online for a month which has saved the City during this drought period. This request is for  
10 retroactive approval of the purchases.

11 Councilwoman Bradshaw made a motion to approve the purchases for Calder Well and  
12 Councilwoman Harris seconded the motion. The motion passed with Councilmembers Bahr,  
13 Bradshaw and Harris, voting “aye”.

14  
15 **CONSIDER APPROVAL OF RESOLUTION 2021-14 AUTHORIZING A FRANCHISE**  
16 **AGREEMENT WITH TELEPORT COMMUNICATIONS AMERICA, LLC – MR.**  
17 **CLINTON DRAKE**

18 Mr. Clinton Drake explained that Resolution 2021-14 is a franchise agreement with Teleport  
19 Communications (AT&T) which is simply a renewal of an agreement that was put into place 10 years  
20 ago.

21 Councilwoman Bradshaw made a motion to approve Resolution 2021-14 and Councilwoman  
22 Bahr seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw and Harris,  
23 voting “aye”.

24  
25 **ADJOURN**

26 Councilwoman Harris made a motion to adjourn the meeting and Councilwoman Bradshaw  
27 seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw and Harris, voting  
28 “aye”.

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31 The regular session was adjourned at 7:57 p.m.  
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*Mayor Randy Lewis*

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*City Recorder*

Minutes of the  
BOUNTIFUL CITY COUNCIL

August 9, 2021 – 5:00 p.m.

Present:	Mayor	Randy Lewis
	Councilmembers	Millie Segura Bahr, Kate Bradshaw, Kendalyn Harris, Richard Higginson, Chris R. Simonsen
	City Manager	Gary Hill
	Asst. City Manager	Galen Rasmussen
	City Attorney	Clinton Drake
	Finance Director	Tyson Beck
	Police Chief	Ed Biehler
	Recording Secretary	Maranda Hilton

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.

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

Mayor Lewis called the meeting to order at 5:00 p.m. and welcomed those in attendance. Mayor Lewis led the Pledge of Allegiance.

**BOUNTIFUL CITY FUND RESERVE POLICY DISCUSSION – MR. TYSON BECK**

Mr. Beck thanked the Council for their earnest efforts and time spent trying to understand this policy from all sides. He explained that they would dive a little deeper into their discussion of fund reserves tonight and cover how the fund target balances were created and then compare pay-as-you-go to debt financing policies. He would then like to get feedback from the Council and direction on the current policy before looking at the Capital Projects Fund Balance Projection Spreadsheet at the end.

Mr. Beck explained that the current reserve policy was drafted using some best practice guidelines from the Government Finance Officers Association (GFOA), state law requirements and accounting standards, the City Council priority document and finally by looking at comparable cities' policies. The current policy states that the Capital Projects Fund should have \$12M in emergency reserves plus an amount equal to two years' worth of average capital expenditures. A rolling average from the past 10 years was used to find the average amount of expenditures, then doubled that amount to get the two years' worth figure. For FY2020 that amount was \$10.1M, making the total target reserve amount \$22.1M. The \$12M emergency portion of the fund balance will remain untouched except in the event an emergency arises, while the remainder should be used for large and infrequent capital projects.

Councilmembers and staff discussed how to make this idea less confusing for residents. Mr. Hill and several Councilmembers feel that people do not understand that the Capital Projects Fund is

1 both a reserve fund and an active spending account all in one. Many people see it as a savings  
2 account that will never be touched. Councilwoman Bradshaw asked if there was a way to create two  
3 separate funds or accounts to help with the confusion. Mr. Beck answered that they are separate  
4 general ledger accounts, but at the high level of reporting they are combined and shown as simply  
5 “Operating and Capital Reserves”. He said that they can, however, add a line in the report and  
6 separate the two balances for better transparency. The Council agreed that would be beneficial. Mr.  
7 Hill also approved the idea, as long as it is done in a way that will not affect the City’s status with  
8 bonding agencies.

9 Mr. Beck next explained how they determined the target reserve levels, saying that they tried  
10 to be as data driven as possible. They studied the historical equity positions of Bountiful City,  
11 consulted bond agency rating standards, looked at the GFOA fund balance guidelines and looked at  
12 the reserves of comparable local governments in Utah.

13 Mr. Beck then discussed the pros and cons of using a pay-as-you-go policy versus a debt  
14 financing policy. He explained that although there are advantages to using debt financing in certain  
15 circumstances, Bountiful prefers to be a pay-as-you-go entity. Staff believes that the pay-as-you-go  
16 policy does the best job of charging current residents for current services provided. It also saves the  
17 costs associated with issuing debt and earns interest on held reserves. He also explained that the tax  
18 breaks generally associated with debt financing are not applicable to municipalities, who do not pay  
19 income taxes, making debt financing less desirable for the City than for private entities.

20 Councilwoman Harris asked about the concept of having more checks in place with debt  
21 financing than with pay-as-you-go financing since residents would have to vote for any bond that is  
22 issued. Mr. Beck said that it’s not entirely true, because the City only needs voter approval on general  
23 obligation bonds. Bonding against sales tax revenue or other revenue streams does not require voter  
24 approval. Councilwoman Bahr also countered that the City Council is the check point for all large  
25 purchases, whether financed with reserves or with debt.

26 Councilwoman Harris asked about the reserve policy for the enterprise funds. Mr. Beck  
27 explained that the enterprise funds policy is to have six months of operating expenses in reserve plus  
28 one year of capital projects expenses for each enterprise fund. The capital projects expenses are  
29 determined by averaging the previous 10 years of capital expenses. Mr. Hill added that the enterprise  
30 funds and capital projects fund have different reserve policies, and that is simply because they looked  
31 at what reserves have historically been in Bountiful and used that data to determine what is necessary.  
32 They feel that using history to determine these levels is a very important part of this process.

33 Councilwoman Bradshaw thanked the staff for the extra time they took to educate the Council  
34 about this policy. She feels it was a good exercise to scrutinize the policy and that the Council should  
35 continue to do so in the future. She said she feels comfortable with the reserve policy as it is currently  
36 drafted and appreciates that because of the City’s robust reserve policy, there will be flexibility to  
37 use debt if and when it is needed.

38 Councilman Simonsen said he was always taught by his parents to save for the things he  
39 needed, and he is happy that the City operates that way also. He said no one can know exactly what  
40 will happen in the future but looking to the past can help predict what will be needed. He thanked Mr.  
41 Beck for his help understanding the policy.

42 Councilwoman Harris said she thinks it is a really good policy and thanked Mr. Beck for his  
43 months of work on it. She said her only concern is that recent years have seen a large increase in the  
44 amount of infrequent capital expenditures, which affects the prediction of future years’ expenses and  
45 increases the City’s target reserves. She wondered if there was a better way to calculate future needs  
46 more precisely.

1 Councilwoman Bahr said she still supports the policy, just as when they first voted on it. She  
2 feels the policy has served Bountiful well for many years, and although it may not be a popular  
3 decision to make at this time, she feels it is a wise one. She paraphrased part of the written policy that  
4 says, “if we ever get off trajectory, we will bring the reserve fund back into balance within five  
5 years”, explaining that the proposed tax increase will do just that. She expressed how happy she is to  
6 have a policy that puts the City in a good position economically and saves residents’ money in the  
7 long run.

8 Councilman Higginson said he is proud of the projects that they have accomplished and that  
9 each one was in response to residents’ requests and survey data. He refuted the claim that City money  
10 has been “burning a hole in the Council’s pocket.” He stated that none of them want to hold any more  
11 money than is prudent and they do not want to tax people more than is needed. He feels that  
12 abandoning the reserve policy will cost residents significantly more down the road and he takes the  
13 responsibility seriously to help keep the City in good financial health.

14 Mayor Lewis said he believes Bountiful is very fortunate to have such a mature Council who  
15 ask questions and help everyone think more deeply about these issues. He thanked staff for their  
16 efforts in this process and that he supports the work they are doing here.

17 Mr. Beck thanked them for the support.

18 Mr. Beck then explained that the original Capital Projects Fund balance projection  
19 spreadsheet given to the City Council did not include the \$8M Washington Park and Trails Bond  
20 proceeds. When the original projections were being created the timing of the bond issuance was  
21 unknown. He wanted to show what the reserve balance did if they added the \$8M in, to help them be  
22 better prepared for the Truth in Taxation meeting on Wednesday evening. He explained that a one-  
23 time influx of \$8M estimated for fiscal year 2023 would bring the reserve level above the target, but  
24 it immediately goes back down below the target level without any coinciding tax increase. If the  
25 Council approves the \$950,000 proposed tax increase, it will be enough to get reserves back above  
26 the target, into a space that is comfortable, and to stay above the minimum reserve for a few years.

27 Councilwoman Harris said that the projection gives her hope that the City does not need a tax  
28 increase until FY2023. Councilwoman Bahr countered that they need to be willing to support the  
29 reserve policy now and not push it off onto another Council.

30 Councilwoman Bradshaw asked Mr. Beck to plug in other numbers to the spreadsheet to see  
31 if a smaller tax increase would more closely follow the minimum reserve line. They looked at  
32 \$800,000 and \$750,000. Mr. Beck added that the minimum target is a minimum, without inflation  
33 factored in, and is not necessarily a comfortable reserve level for the City. The Council discussed the  
34 diminishing accuracy of the projections as they move further into the future.

35 Councilman Higginson said he hopes there are not unplanned emergencies, but that the City  
36 needs to be prepared for whatever may come. Mr. Hill added that this policy is very conservative and  
37 does not even come close to achieving some of the fund balance “peaks” that the City has seen in the  
38 past, rather it is simply a minimum to help the City stay out of trouble. The City does not want to  
39 over-collect or under-collect.

40 Councilwoman Harris excused herself at 6:35 p.m.

41 Councilwoman Bradshaw asked for more time exploring tax increases on the spreadsheet and  
42 Mr. Beck obliged.

43 Councilman Higginson stated that he gave his word to City staff, after asking them to plan,  
44 build and maintain some amazing projects, that he would not leave them hanging. He promised he  
45 would explain to residents why a tax increase was necessary in order to keep their excellent quality of  
46 life, and which would save them money in the long run. He said he felt like that was a group

1 commitment and he does not understand how any of the Council could say they do not see a need for  
2 a tax increase now that it is time.

3  
4

5

6 **ADJOURN**

7 Councilman Simonsen made a motion to adjourn the meeting and Councilman Higginson  
8 seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw, Higginson and  
9 Simonsen voting “aye”.

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The regular session was adjourned at 6:42 p.m.

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*Mayor Randy Lewis*

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*City Recorder*



Minutes of the  
BOUNTIFUL CITY COUNCIL

August 11, 2021 – 6:00 p.m.

Present:	Mayor	Randy Lewis
	Councilmembers	Millie Segura Bahr, Kate Bradshaw, Kendalyn Harris, Richard Higginson, Chris R. Simonsen
	City Manager	Gary Hill
	Asst. City Manager	Galen Rasmussen
	City Attorney	Clinton Drake
	City Engineer	Lloyd Cheney
	Finance Director	Tyson Beck
	Streets Director	Charles Benson
	Recording Secretary	Maranda Hilton

Official notice of the City Council Truth-In-Taxation 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. It was also noticed in a display advertisement in the local paper, on Bountiful City social media and all other ways prescribed in Utah Code Annotated §59-2-919.

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

Mayor Lewis called the meeting to order at 6:00 p.m. and welcomed those in attendance. Dr. Robert Wing led the Pledge of Allegiance and Mrs. Kami Calder, Relief Society President of the Bountiful Utah South Stake, offered a prayer.

**CONSIDER APPROVAL OF ORDINANCE 2021-09 SETTING A PROPERTY TAX RATE OF 0.000967 FOR 2021 TAXES AND ADOPTING THE FISCAL YEAR 2021-2022 BUDGET – MR. GALEN RASMUSSEN**

Mr. Gary Hill gave a presentation about how property taxes work and why they are so complex at times. He explained that State law requires taxing entities to go through a Truth in Taxation process in order to raise taxes, which is what this meeting is for.

Mr. Galen Rasmussen gave a presentation about the proposed tax increase for FY2022. Bountiful City is proposing a \$950,000 increase. For the average home valued at \$434,000, it would increase taxes by \$62 annually. This would increase Bountiful City’s rate by 36.7%, and the average tax bill would increase 2.2%. He explained that in 2020 Bountiful had the lowest property tax rate in Davis County. After the proposed increase the City will be the third lowest in the County with all other taxing entities factored in.

Mr. Tyson Beck gave a presentation about why the City is proposing the tax increase this year. The three main reasons are to hire three new full-time employees, to regain some of the lost buying power from 20+ years of inflation, and to remain a pay-as-you-go entity. He explained that

1 the City would like to hire two new full-time Parks employees and one full-time IT employee, due to  
2 increased need in both departments. He also explained that Bountiful has lost 33.5% of its buying  
3 power due to inflation since 2001. This resulted in a total loss of \$885,314 in buying power, and the  
4 City has not had a tax increase since at least 2001 for the purpose of recovering that loss. Finally, he  
5 explained that Bountiful has operated under a pay-as-you-go policy for many years, and it has been a  
6 benefit to the City. Being a pay-as-you-go entity allows the City to save for large projects, avoid debt  
7 financing and associated costs, and allows the City to do interfund transfers which saves both the City  
8 and taxpayers money.

9 Mr. Beck lastly presented the results from the Utah Taxpayers Association “2021 Cost of City  
10 Government” report which shows that out of the 50 largest cities in Utah, Bountiful is 3<sup>rd</sup> best in  
11 “revenue from taxes and fees per capita”, and 3<sup>rd</sup> best in “taxes and fees per \$1,000 of citizen  
12 income.”. He explained that Bountiful is a well-managed City and that outside entities have  
13 confirmed that. He hopes that residents will be able to see that the City does its best to use taxpayer  
14 money in prudent ways.

15 The Mayor commented on how proud he is of the new parks that have been built, which were  
16 the combined vision and efforts of the staff and the City Council. He believes that these projects were  
17 all very valuable to the future of Bountiful, which is why they had the full and unanimous support of  
18 the Council. He also reported that he has advised the Recreation District Board to wait to bond for the  
19 expansion of the recreation center and its planned improvements. So that will be one less expense  
20 taxpayers have to worry about this year.

21 Mr. Rasmussen explained that tonight a public hearing will be held as the culmination of  
22 several months of budget preparation. After the public hearing the Council will have the opportunity  
23 to adopt Ordinance 2021-09 which approves the tax rate 0.000967, which includes the proposed  
24 increase, and the final budget.

25  
26 **A. PUBLIC HEARING**

27 The Public Hearing was opened at 6:52 p.m.

28  
29 Mr. Earl Thomas (1287 N. East Hills Dr.) – thanked the Council for the considerations they  
30 give to expenditures but asked them to please think about how each expense impacts the many  
31 senior citizens who are on fixed incomes in this community.

32  
33 Mr. Jeremy Barlow (851 Canyon Crest Dr.) – thanked the Council for their efforts and the  
34 staff for their presentations, and said he was excited the Parks Department will be receiving  
35 much-needed help. He asked how the proposed tax increase is different than the general  
36 election bond that was recently passed.

37  
38 Mr. Tom Hardy (3290 S. Sunset Hollow Dr.) – said that while he was City Manager of  
39 Bountiful, they did not raise property taxes because other revenue sources were growing  
40 enough to cover the rising costs of operations. He feels the City should not need a tax increase  
41 now due to the fact that sales revenue has grown 67% in the last eight years. He also said that  
42 the tentative budget in June included the three new full-time employees and was a balanced  
43 budget, showing that a tax increase is not needed to fund those positions. He said the City will  
44 have sufficient Capital Project Fund reserves without the tax increase. He said with the tax  
45 rate increase in 2018, the bond that was recently passed and this new proposed increase are

1 added together, it will be a 70% increase in the past five years. He also mentioned how the  
2 Fire District's tax rate increases affect our bills.  
3  
4

5 Ms. Stephanie Humphry (847 Chelsea Dr.) – asked why the City did not adjust for the cost of  
6 inflation for 23 years. She said she does not understand why the City would go more than five  
7 years without evaluating it and making adjustments instead of proposing such a large jump  
8 now.  
9

10 Mr. Sergay Liston - said that his income went up only 1.6% last year, and he is wondering  
11 how he is supposed to pay for this increase.  
12

13 Mr. Jeremy Jeppson (1343 S. 425 West) – said that he believes that once elected officials take  
14 office they often stop listening to the will of the people, and that results in taxation without  
15 representation. He mentioned the remodeling of City Hall as an example of this. He spoke  
16 about how inflation has affected his ability to provide for his family and how the proposed  
17 increases from the Fire District, the School District, the Sewer District and the City will end  
18 up costing him \$412 a year. He stated that taxes are regressive, and it makes paying them  
19 harder for someone in his situation. He asked the Council to not raise taxes. He cautioned the  
20 City that if they buy more than they can afford, they need to liquidate something.  
21

22 Mr. Ted Woolley (1750 S. 1300 East) – spoke about the additional payments and fees that are  
23 not taxes, but that residents are paying to the City; the streetlight charge, the customer charge  
24 on the power bill and a portion of the Dominion Gas bill. He wonders if they are all added up  
25 if the City's rates really are the lowest. He feels that the costs of remodeling City Hall and of  
26 building Town Square were excessive and now the residents will have to pay for that. He  
27 suggested the Parks Department should hire seasonal employees instead of hiring more full-  
28 timers. He mentioned the pandemic and how many people have lost jobs and that it will be  
29 very hard for a lot of people who are on fixed incomes. He said his taxes will go up \$520 a  
30 year.  
31

32 Mr. David Taylor (861 E Fairway Dr.) – asked why there was no discussion about the  
33 depletion of reserves while the City chose to bond for the purchase of Washington  
34 Elementary. He said the City should be ashamed of watching this “trend” and doing nothing  
35 about it.  
36

37 Mr. Kurt Kost (1144 Sunset Hollow Dr.) – asked why the need to increase taxes for inflation  
38 when sales taxes should be increasing to match inflation. He suggested the City have an  
39 outside consultant come in to look at where the City could be more efficient in its operations  
40 and where it could save money. He also echoed Mr. Hardy's comments.  
41

42 Ms. Carrie Callister (2175 S. Carolyn Way) – mentioned her 90-year-old neighbor who is on a  
43 fixed income and said that property taxes are immoral. She said that when inflation hits her  
44 budget, she has to find ways to cut her expenditures. She suggested the City get creative in  
45 cutting costs and said that they could use volunteers for many things. She said the people of  
46 Bountiful would rather give their time than the money they do not have.

1  
2 Mr. Seth Wright (3413 S. 100 East) – said that at a public meeting in 2019 it seemed like the  
3 Council had reached a consensus to hold public meetings about taxes annually, and he asked  
4 if they would consider doing that. He hopes there will be a continuation of this type of tax  
5 transparency and engagement with residents.  
6

7 Mr. Alex Densley (443 Jeri Dr.) – quoted C.S. Lewis, “you can’t go back and change the  
8 beginning, but you can start where you are and change the ending.” He explained that he met  
9 with Mr. Beck earlier that week to gain a better understanding of the finances of the City and  
10 learned that the Washington Park/Trails bond has not been issued yet. He suggested, because  
11 the Council wants to remain a pay-as-you-go entity, the bond not be issued and simply use  
12 City funds to complete that property instead. He believes the City should pay-as-we-go with  
13 all future projects as well.  
14

15 Mr. Shehan Jaro (1029 Beverly Way) – said he also met with Mr. Beck to look at the models  
16 that are being used to inform the tax increase decision. He said he feels it is all a matter of  
17 interpretation. He said that the \$4.5M projected average yearly spending is derived from  
18 outlier years where a lot more than usual is spent. He asked why the Council approved a  
19 tentative budget that shows a certain amount of spending from the Capital Projects Fund, but  
20 then the projections show that the City will be \$6M over our budget. He commented on the  
21 comparative city analysis for reserves and pointed out that Lehi has a much smaller  
22 percentage of reserves compared to their General Fund balance, which tells him that the City  
23 should not be afraid to wait and see what trend line it is really on and if an increase is really  
24 needed.  
25

26 Mr. Steve Hadden (1821 S. Oakmont Dr.) – thanked staff for the open house that was held to  
27 explain the tax increase. He suggested hiring seasonal employees for the Parks Department  
28 instead of full-time employees. He suggested outsourcing IT projects instead of hiring another  
29 IT employee. He suggested the City adopt the slogan “Slow the Go” and stop making big  
30 capital expenditures until they have saved the money for them. He pointed out that in the May  
31 11 staff report about the proposed increase it was stated that incremental tax increases are  
32 better than one large increase and proposed three different models. He suggested more  
33 meetings like this be held earlier in the budgetary process so staff can get input from the  
34 stakeholders.  
35

36 Ms. Deborah Brown (33 E. 2750 South) – explained that she was expecting to retire this year,  
37 but now she is thinking she will have to continue to supplement their income due to her  
38 husband’s high health costs. She feels the percentage of senior citizens in the City should  
39 have a strong bearing on the Council’s decision. She also supported the idea of using more  
40 volunteers to save money.  
41

42 Mr. Mark Callister (2175 S. Carolyn Way) – said that he has not heard a list of other revenue  
43 sources that the City has looked at instead of property taxes. He asked staff to please tell  
44 more about other revenue streams considered and if all possibilities were exhausted.  
45

1 Ms. Lauren Carlson (1163 E. 1900 South) – said that she works with many low-income  
2 families, and she sees their struggle to pay rent. This tax increase will force landlords to raise  
3 rent and it will hurt those who cannot afford it.  
4

5 Mr. Scott Freckleton (510 E. 2050 South) – asked about the disparity in “Unrestricted Fund  
6 Balance” amounts between the management report and the budget. One shows around \$30M  
7 and the other shows \$87M. He asked about the \$3.2M in CARES Act money and how it was  
8 spent. He said he is not sure, due to the pandemic and the hardships people have endured this  
9 past year, that this is the right time to have a tax increase.  
10

11 Mr. Kort Delost (310 S. 750 East) – asked that the Council please be cognizant of how much  
12 this hurts our senior citizens and realize that this is not the right year to increase taxes. He  
13 feels a lot of people have had their taxes spent on projects that they will never use. He  
14 suggested we put more money into the Police Department.  
15

16 Mr. Bob Lindsay (3187 S. 200 East) – spoke about the heritage of hard work and frugality he  
17 was left from his father. He said that his professional career with the Department of Defense  
18 required them to play a zero-sum game. He said they would regularly do a 10% cut exercise  
19 and go through the process of deciding what would be cut if needed. He believes the City has  
20 not done a good job on this. He asked the staff to please comment on the relationship of the  
21 RDA Fund and the Capital Project Fund and explain fund transfers. He suggested that less  
22 could be spent on the Washington Elementary project to save money.  
23

24 Mr. Ron Brown (33 E. 2750 South) – suggested that the City devote more of the budget to the  
25 Police Department instead of people pulling weeds. He commented that there are only three-  
26 five guys on a graveyard shift at any given time and there was a shooting by my house. He  
27 wants to see the law enforcement budget increased.  
28

29 Ms. Claudia Lindeburg (2057 S. Penman Lane) – said the City should consider not purchasing  
30 Washington Elementary and commented on the high salaries of the City Manager and the  
31 Assistant City Manager.  
32

33 The Public Hearing was closed at 7:52 p.m.  
34

35 **B. ACTION**

36 The Mayor suggested a short break for everyone at 7:53 p.m.

37 The meeting was resumed at 8:00 p.m.

38 Mr. Hill, Mr. Beck and Mr. Rasmussen answered some of the public comment questions that  
39 were asked and then turned the time over for the Council discussion.

40 Councilman Higginson said that the \$4.5M amount used in the projections was derived from  
41 looking back at capital expenditures, and while he sincerely hopes it will not be that much, it is a  
42 more accurate prediction. He said that they have not raised taxes in 18 years partly because these  
43 meetings are painful, but also because the Council and staff do not want tax increases, just like you.  
44 He said he believes the reserves policy will save money in many different ways, and that they are not  
45 trying to tax the residents just to tax the residents.

1 Councilwoman Harris thanked the finance and management team for their hard work and said  
2 that she respects what they do but explained that reasonable people may disagree on the best course  
3 of action. She spoke about needs versus wants, saying that Bountiful is good at this in a lot of ways, it  
4 makes do with what it has, and the budget is combed through each year and is not taken lightly. She  
5 agrees that the City needs more Parks employees and another IT employee, but she disagrees that the  
6 reserves need to be replenished at this moment. She proposed a 15% increase to cover the cost of new  
7 employees and a 3.75% increase to cover the cost of inflation. She explained that because the  
8 trajectory line is only a guess and because future spending is somewhat in the City's control, that it  
9 should be analyzed annually but a large tax increase is not needed this year. She said she believes the  
10 City should focus on the current needs and then look at it annually to stay accurate.

11 Councilman Simonsen spoke about his grandfather, who was the Mayor of Brigham City,  
12 Utah, and who wrote in his journal about the difficulty of having to raise taxes. Councilman  
13 Simonsen agrees that it is a difficult thing to do but explained that they have spent time on the budget  
14 and that he knows it is the right thing to do for the well-being of the City.

15 Councilwoman Bradshaw recounted what happened during their last volunteer trails project,  
16 and explained that even with enthusiastic volunteers, at the end of the day the only people who do not  
17 get to go home when it gets hot and dirty are the staff. She explained that every single one of the  
18 Council has spent a lot of time in service to this City and on the budget. Most of the work done is not  
19 seen by the public. She said that she met with Mr. Tom Hardy last night to hear about his concerns, as  
20 did many other Councilmembers. She quoted Edmond Burke, "Your representative owes you, not his  
21 industry only, but his judgment." She said that after her hours spent on behalf of the residents in  
22 budget hearings, at the end of the day she has to apply her own judgement. She explained that this  
23 issue comes down to being a pay-as-you-go entity and keeping healthy reserves. She believes in the  
24 reserve fund and having planned capital improvements, but that one never knows what is coming and  
25 she is glad to have those reserves just in case.

26 Councilwoman Bahr said she is grateful that so many people are taking an active interest in  
27 City government. She said that she has learned a lot over the past year about the City's budget, and  
28 she knows that everything is analyzed line-by-line. She wishes that the budget meetings, which are  
29 open to the public, were this well-attended and that residents made a point of being more involved  
30 from the beginning. She responded to Councilwoman Harris' comments on "needs versus wants" by  
31 saying that those big projects were voted on and approved by every member of the Council, and it's  
32 unfortunate that when the time comes to pay for them the proven policies are discarded. She spoke  
33 about using volunteers, explaining that she managed volunteer programs in her professional career  
34 for many institutions, and said that it is really difficult to get even the most committed volunteers to  
35 stick to a schedule. She ended by saying that she knows this will be a burden on residents, and that is  
36 has been a hard decision, but she feels keeping the City in a good financial position is the responsible  
37 thing to do and she is going to trust the data and the experts.

38 Mayor Lewis wanted it to be known that he supports the increase and has no doubt that the  
39 City is doing the right thing with its reserve funds.

40 Councilman Higginson made a motion to approve Ordinance 2021-09 setting the property tax  
41 rate at the proposed 0.000967% and adopting the FY2021-2022 budget and Councilman Simonsen  
42 seconded the motion.

43 Councilwoman Harris said she would support a 15% tax increase but feels time is on the  
44 City's side and that we should not be afraid to wait and see if more is needed. Councilman Higginson  
45 said he did not want to push this decision off onto someone else down the road.

46 The motion passed with the following roll call vote:

1           Bahr           Aye  
2           Harris          Nay  
3           Simonsen       Aye  
4           Bradshaw       Aye  
5           Higginson      Aye  
6  
7

8    **ADJOURN**

9           Councilwoman Harris made a motion to adjourn the meeting and Councilman Higginson  
10          seconded the motion. The motion passed with Councilmembers Bahr, Bradshaw, Harris, Higginson  
11          and Simonsen voting “aye”.

12  
13           The regular session was adjourned at 9:03 p.m.  
14

\_\_\_\_\_  
*Mayor Randy Lewis*

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

PENDING





# City Council Staff Report



**Subject:** Expenditures for Invoices > \$1,000 paid July 19 & 26 and August 2 & 9, 2021

**Author:** Tyson Beck, Finance Director

**Department:** Finance

**Date:** August 24, 2021

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## **Background**

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

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

## **Analysis**

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

## **Department Review**

This report was prepared and reviewed by the Finance Department.

## **Significant Impacts**

None

## **Recommendation**

Council should review the attached expenditures.

## **Attachments**

Weekly report of expenses/expenditures for invoices equaling or exceeding \$1,000 paid, July 19 & 26 and August 2 & 9, 2021.

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid July 19, 2021**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
11962	AIRGRONOMICS	Golf Course	555500 426100	Special Projects	6,559.64	222803 1103		Air2G2 service on all greens
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	2,249.79	222675 66U22221		Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	2,322.08	222675 66U22121		Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	3,174.40	222808 66U22021		Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	3,416.16	222808 66U21921		Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,693.60	222808 66J80321		Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,693.60	222808 66J80421		Tree Trimming - Customer # 025450
1447	BP ENERGY COMPANY	Light & Power	535300 448611	Natural Gas	196,191.85	222811 21154363		Natural Gas June 2021 Period - Contract # 23191
1615	CENTURYLINK	PSAP - E911	104219 428000	Telephone Expense	1,070.19	222691 5107XLB1S3-2021189		Acct # 5107XLB1S3
1845	D & L SUPPLY	Storm Water	494900 441250	Storm Drain Maintenance	4,131.00	222698 0000116903		Misc. Parts and Supplies
1889	DAVIS COUNTY GOVERN	Police	104210 431600	Animal Control Services	10,559.33	222813 113110		June 2021 Animal Control Services
5281	DOMINION ENERGY UTAH	Light & Power	535300 448611	Natural Gas	44,436.05	222817 07072021		Natural Gas - Account # 605681000
2009	DURK'S PLUMBING SUPP	Cemetery	595900 425000	Equip Supplies & Maint	1,401.44	222701 02633335		Sprinkler Parts - Acct # 512
8701	FOREUP GOLF SOFTWARE	Golf Course	555500 431000	Profess & Tech Services	7,200.00	222706 41524		Yearly POS Payment
11418	HUMDINGER EQUIPMENT	Landfill	575700 425000	Equip Supplies & Maint	1,604.93	222717 26368		Misc. Parts and Supplies
2562	HYDRO SPECIALTIES CO	Water	515100 448400	Dist Systm Repair & Maint	1,746.00	222718 24584		Insertion Meter and umpeller Kid
2564	I-D ELECTRIC INC	Water	515100 431000	Profess & Tech Services	1,364.66	222719 109924		Replace Fuses - Acct # BOUCIT
2564	I-D ELECTRIC INC	Water	515100 431000	Profess & Tech Services	2,694.00	222719 109923		Wiring - Acct # BOUCIT
6959	JANI-KING OF SALT LA	Light & Power	535300 424002	Office & Warehouse	1,775.00	222726 SLC07210054		Custodial work for July 2021 - Customer # 065076
2691	JC GOLF ACCESSORIES	Golf Course	555500 448240	Items Purchased - Resale	1,137.75	222829 SI-169446		Golf Accessories - Acct # BOUNTIFUL
2763	JOY FOUNDATION	RAP Tax	838300 492020	RAP Tax Grant Award Payments	7,000.00	222731 07192021		
13004	JT DESIGN	Golf Course	555500 422100	Advertising & Marketing	2,400.00	222830 000012		Video Consultation and Drone Operation
8137	LAKEVIEW ASPHALT PRO	Streets	104410 473200	Road Materials - Overlay	22,688.82	222734 7144		Overlay - Customer # BOUN02610
2886	LAKEVIEW ROCK PRODUC	Water	515100 461300	Street Opening Expense	4,577.48	222736 394777		Road Base - Customer # BCTY07399
2987	M.C. GREEN & SONS IN	Streets	454410 473500	Road Reconstruction	160,282.93	222833 4447		Application 1 - 1000 N Reconstruction
3129	MILSOFT UTILITY SOLU	Light & Power	535300 429300	Computer	10,702.60	222743 20213571		IVR System Support for Aug 15,2021 - Aug 14,2022
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist Systm Repair & Maint	3,483.06	222746 S104184883.002		Misc. Parts and Supplies - Customer # 18498
3293	NICKERSON CO INC	Water	515100 466000	Contingency	50,000.00	222834 J22869		Pump Motor and Install
3293	NICKERSON CO INC	Water	515100 472130	Wells	19,762.00	222834 J22869		Pump Motor and Install
10820	PEAK ASPHALT, LLC	Streets	104410 473210	Road Recondition & Repair	1,568.80	222755 8-473412		Tack Oil for Overlay - Customer # BC17
3457	PERSONAL IMPRESSIONS	Light & Power	535300 448632	Distribution	1,463.39	222757 9988		Reel Labels and Red Marking Flags
3549	PREMIER VEHICLE INST	Police	104210 425430	Service & Parts	5,970.24	222841 35694		Parts and Service for Patrol Car
11060	PRIME FIELD SERVICE	Light & Power	535300 448627	Echo Hydro Operating Costs	2,497.40	222842 023004		Repair to Turbine for Echo - Customer # 19313
3605	QUALITY WEED CONTROL	Light & Power	535300 424002	Office & Warehouse	2,915.00	222768 12816		Weed Control
3830	SALT LAKE COMMUNITY	Light & Power	535300 423001	Education Benefit	6,080.00	222774 22-78		Tuition for Linemen for Aug 24-Dec16th
3974	SONNTAG RECREATION,	Parks	104510 426000	Bldg & Grnd Suppl & Maint	1,500.00	222779 21101		Landscape Structures, Climbing Wall and Post
3974	SONNTAG RECREATION,	Parks	454510 473100	Improv Other Than Bldgs	44,800.00	222779 21095		Landscape Structures Playground and Install
3985	SOUTH DAVIS SEWER DI	Police	104210 427000	Utilities	1,674.00	222780 07012021N		Sewer 7/1/21-12/31/2021- Acct # 30884-00
4171	THATCHER COMPANY	Water	515100 448000	Operating Supplies	1,815.31	222785 1524532		T-Chlor - Customer # 0205700
11529	THOMAS COBURN	Legislative	104110 492080	Community Events-BntflComServC	3,000.00	222669 07192021		Concert Performance on July 16th 2021
4217	TITLEIST	Golf Course	555500 448240	Items Purchased - Resale	1,261.60	222787 911403594		Golf Balls - Acct # US00021802
4217	TITLEIST	Golf Course	555500 448240	Items Purchased - Resale	2,238.71	222787 911374451		Golf Balls - Acct # US00021802
11736	TO GOLF	Golf Course	555500 448240	Items Purchased - Resale	1,341.00	222851 14894		Men's and Ladies Golf Wear
4229	TOM RANDALL DIST. CO	Golf Course	555500 425000	Equip Supplies & Maint	3,342.97	222852 0326359		Fuel - Acct # 000276
5000	U.S. BANK CORPORATE	Legislative	104110 461750	Employee Wellness & Recognit'n	1,460.38	222853 07122021SC		TrvlTrnExp,Ph,Ad's,Well-Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Legal	104120 425000	Equip Supplies & Maint	1,641.18	222853 07122021CD		Trvl-Train,OfficeSupply-Acct # 4246-0445-5571-8851

5000 U.S. BANK CORPORATE	Police	104210	422000	Public Notices	1,911.38	222853	07122021DG	Training Gear -Acct # 4246-0445-5571-8851
5000 U.S. BANK CORPORATE	Police	104210	423000	Travel & Training	1,255.13	222853	07122021EB	TrvlTrainExp,ChiefGolf -Acct # 4246-0445-5571-8851
5000 U.S. BANK CORPORATE	Police	104210	423000	Travel & Training	1,904.57	222853	07202021DE	TrvlTrain,Rifle Lights -Acct # 4246-0445-5571-8851
5000 U.S. BANK CORPORATE	Parks	104510	426000	Bldg & Grnd Suppl & Maint	1,145.09	222853	07122021BH	ParksSupplies,Ph -Acct # 4246-0445-5571-8851
5000 U.S. BANK CORPORATE	Light & Power	535300	423000	Travel & Training	1,864.55	222853	07122021AJ	Trav-Train Expense -Acct # 4246-0445-5571-8851
5000 U.S. BANK CORPORATE	Light & Power	535300	423002	Travel Board Members	3,787.05	222853	07122021AJ	Trav-Train Expense -Acct # 4246-0445-5571-8851
5000 U.S. BANK CORPORATE	RAP Tax	838300	426100	Special Projects	2,663.22	222853	07122021FA	FarmersMktSupplies- -Acct # 4246-0445-5571-8851
5000 U.S. BANK CORPORATE	RAP Tax	838300	492020	RAP Tax Grant Award Payments	9,276.72	222853	07122021SA	RentSeatsforCarShow-Acct # 4246-0445-5571-8851
4413 UTAH STATE TAX COMMI	Workers' Comp Insurance	646400	461200	State Tax On Premium	3,000.00	222793	07192021	2ND QTR 2021 SELF INS PREMIUM PMT
4450 VERIZON WIRELESS	Light & Power	535300	448641	Communication Equipment	1,509.25	222857	9883079417	Service from Jun 02-Jul 01- Acct # 371517689-00001
11107 WASATCH PIPE BAND	RAP Tax	838300	492020	RAP Tax Grant Award Payments	5,250.00	222797	07202021	FY 2021-2022 RAP Tax Grant Award
8034 WASATCH SOUND	Legislative	104110	492080	Community Events-BntflComServC	2,500.00	222798	07092021	Vision Band, Imagine and Rental Cost
8034 WASATCH SOUND	Legislative	104110	492080	Community Events-BntflComServC	1,000.00	222858	06252021	Bountiful's Got Talent
4536 WEBER-BOX ELDER	Light & Power	535300	448628	Pineview Hydro Operating Costs	9,253.26	222859	06302021	2Q21 Generation Fees
TOTAL:					<u>716,208.56</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid July 26, 2021**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
7666	AMERICAN CHILLER MEC	Golf Course	555500 473100	Improv Other Than Bldgs	2,109.63	222863	26333	GOLF COURSE CLUBHOUSE REPAIRS
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,805.20	222865	67L40421	Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,805.20	222865	67L40521	Tree Trimming - Customer # 025450
2055	ELECTRICAL CONSULTAN	Light & Power	535300 448639	Substation	4,847.50	222917	94914	Engineering Services for June 2021
2055	ELECTRICAL CONSULTAN	Light & Power	535300 448639	Substation	8,362.00	222917	94913	Electronic Drawings for June 2021
2154	FEDERAL ENERGY	Light & Power	535300 448627	Echo Hydro Operating Costs	12,897.40	222879	H21479-00	Project 03755 - Annual Fees
2154	FEDERAL ENERGY	Light & Power	535300 448628	Pineview Hydro Operating Costs	7,878.13	222879	H21503-00	Project ID 04597 - Annual Fees
2350	GREEN SOURCE, L.L.C.	Golf Course	555500 426000	Bldg & Grnd Suppl & Maint	1,906.70	222920	20830	Turf Supplies
2350	GREEN SOURCE, L.L.C.	Golf Course	555500 426000	Bldg & Grnd Suppl & Maint	6,160.00	222920	20828	Turf Supplies
2473	HI-LINE	Light & Power	535300 448636	Special Equipment	4,613.48	222882	10193773	Grounds for new line Truck - Customer # H-36660
2719	JMR CONSTRUCTION INC	Cemetery	595900 473100	Improv Other Than Bldgs	9,740.50	222889	7/21/2021	CURB & GUTTER REPAIR
9027	LLOYD'S QUALITY ROOF	Police	104210 426010	Tire House Maintenance	1,070.00	222922	SHED 1 AND SHED 2	ROOFING LABOR AND MATERIAL
9027	LLOYD'S QUALITY ROOF	Police	104210 426010	Tire House Maintenance	5,119.00	222922	BULLET TRAP COVER f	BULLET TRAP COVER ROOF, R&R METAL ROOFING
5553	PURCELL TIRE AND SER	Sanitation	585800 425000	Equip Supplies & Maint	1,158.40	222899	2835944	Tires for Sanitation Truck - Acct # 2801867
3791	RUSH TRUCK CENTER-SA	Streets	454410 474500	Machinery & Equipment	119,857.33	222902	2101-7063	10-WHL DUMP W/ SNOW PCKG
3791	RUSH TRUCK CENTER-SA	Streets	454410 474500	Machinery & Equipment	119,857.33	222902	2101-7064	10 WHL DUMP W/ SNOW PLOW PKG
5358	STOTZ EQUIPMENT	Golf Course	555500 425000	Equip Supplies & Maint	1,070.97	222906	P04661	Misc. parts and supplies - Acct # BOUNT013
4229	TOM RANDALL DIST. CO	Streets	104410 425000	Equip Supplies & Maint	29,534.45	222908	0327077	FUEL PURCHASE
4229	TOM RANDALL DIST. CO	Streets	104410 425000	Equip Supplies & Maint	30,140.00	222908	0327645	FUEL PURCHASE
4229	TOM RANDALL DIST. CO	Golf Course	555500 425100	Special Equip Maintenance	3,609.93	222908	0327449	Fuel - Acct # 000276
4273	TURF EQUIPMENT CO	Golf Course	555500 426000	Bldg & Grnd Suppl & Maint	1,748.71	222909	456640-00	Misc.Supplies - Customer # 2144
4341	UTAH ASSOCIATED MUNI	Light & Power	53 213130	UAMPS Annualized Accrual	1,269,664.07	222928	07262021	June 2021 payment for Power Resources
10024	WASATCH FRONT REGION	Planning	104610 431000	Profess & Tech Services	15,000.00	222914	BNTFL-2201	MATCH AGREEMENT FOR GENERAL PLAN UPDATE
TOTAL:					<u>1,667,955.93</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid August 2, 2021**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
1078	ALL STAR STRIPING, L	Streets	104410 448000	Operating Supplies	35,679.50	222933	5610	Road Striping and School stencil
1211	ASPHALT MATERIALS IN	Streets	104410 441200	Road Matl Patch/ Class C	1,280.00	222939	204383	Patching Cold Mix
13039	BATDORF, JOHN LEE	Legislative	104110 492080	Community Events-BntfComServC	2,000.00	222941	08132021	Batdorf & McLean - Bountiful Summer Concert
11488	CENTRAL SQUARE	PSAP - E911	104219 428000	Telephone Expense	24,451.25	222948	322311	Portal OneMobile Annual Maintenance - Cust # 16803
1615	CENTURYLINK	PSAP - E911	104219 428000	Telephone Expense	3,522.28	222949	07222021	Acct # 801-578-0401 452B
1889	DAVIS COUNTY GOVERNMENT	Police	104210 431600	Animal Control Services	10,559.33	222961	114330	July 2021 Animal Control
5039	E.C.T. SALES & SERVI	Water	515100 448000	Operating Supplies	12,289.13	222964	19387	Controller and Supplies
7212	ENTEELLUS INC	Streets	454410 473600	New Road Construction	2,667.50	223064	52615	Professional Engineering and Surveyor
2164	FERGUSON ENTERPRISES	Water	515100 448400	Dist Systm Repair & Maint	7,616.31	222965	1159287	Misc.Parts and Supplies - Customer # 48108
2329	GORDON'S COPYPRINT	Legislative	104110 422000	Public Notices	1,871.80	222969	B 30131	Express Digital for Bountiful City
2350	GREEN SOURCE, L.L.C.	Golf Course	555500 426000	Bldg & Grnd Suppl & Maint	1,814.00	222972	20881	Strobe Pro G
5458	HANSEN, ALLEN & LUCE	Landfill	575700 431300	Environmental Monitoring	1,027.37	222976	44751	Pro Service during 6/16/21-7/15/21
13041	HARRY LEE	Legislative	104110 492080	Community Events-BntfComServC	1,000.00	222978	0730	Bountiful City Concert in the Park- July 30
2483	HIGHLAND GOLF	Golf Course	555500 425100	Special Equip Maintenance	1,211.35	222979	44886	Parts, Supplies and Labor
11418	HUMDINGER EQUIPMENT	Landfill	575700 425000	Equip Supplies & Maint	2,029.90	222983	26410	Solenoid Valve for Compactor
11418	HUMDINGER EQUIPMENT	Landfill	575700 425000	Equip Supplies & Maint	7,626.92	222983	26411	Service Kits for Tana Compactor
2562	HYDRO SPECIALTIES CO	Water	515100 448650	Meters	5,129.52	222984	24648	Cubes and ERT's
12942	HYDRO VAC EXCAVATION	Streets	104410 473400	Concrete Repairs	47,877.75	222985	08032021	Work Completed in July 2021
2564	I-D ELECTRIC INC	Water	515100 431000	Profess & Tech Services	1,010.75	222986	110007	Heater Repair - Acct # BOUCIT
2564	I-D ELECTRIC INC	Water	515100 431000	Profess & Tech Services	4,445.00	222986	110005	UFD Replaced - Acct # BOUCIT
6959	JANI-KING OF SALT LA	Light & Power	535300 424002	Office & Warehouse	1,775.00	223066	SLC04210063	Janitorial Services for April 2021
2719	JMR CONSTRUCTION INC	Streets	104410 473400	Concrete Repairs	5,370.00	222996	07192021	Work done on 300 W 1500 S
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	1,012.44	222997	7240	Patching - Customer # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	1,402.83	222997	7175	Patching - Customer # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	2,486.64	222997	7254	City Hall Repaving Parking Lot - Cust# BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	10,772.69	222997	7192	Patching - Customer # BOUN02610
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	12,079.47	222997	7248	City Hall Repaving Parking Lot - Cust# BOUN02610
8635	LARSEN LARSEN NASH &	Legal	104120 431100	Legal And Auditing Fees	2,550.00	222999	07302021	Legal Fees for July 2021
2932	LES SCHWAB TIRE CENT	Golf Course	555500 425000	Equip Supplies & Maint	1,448.85	223002	50200249490	Tire Service - Customer ID 502-15098
6665	MCLEAN, MICHAEL HUGH	Legislative	104110 492080	Community Events-BntfComServC	1,500.00	223006	08132021	Batdorf & McLean - Bountiful Summer Concert
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist Systm Repair & Maint	2,467.40	223010	S104230352.001	Couplings - Customer # 18498
3249	NATIONAL TACTICAL OF	Police	104210 423000	Travel & Training	1,425.00	223016	6445	Module1 Tactical Leadship - SWAT Team Leader
12519	PARAGON CONSTRUCTION	Storm Water	494900 473106	Storm Drain Construction	67,586.84	223068	1193	Oakwood Dr. Storm Drain Work
5553	PURCELL TIRE AND SER	Streets	104410 425000	Equip Supplies & Maint	2,121.27	223026	2836478	Tires and Service - Acct # 2801867
9926	STANCIL CORPORATION	PSAP - E911	104219 428000	Telephone Expense	3,572.00	223046	11020	Renew Maintenance Service Contract 6/1/21-5/31/22
4229	TOM RANDALL DIST. CO	Landfill	575700 425000	Equip Supplies & Maint	1,441.25	223049	0327947	Bulk Oil and Lube - Acct # 000138
4466	VORTEX PRODUCTIONS,	Parks	104510 462090	Handcart Days Celebration	20,000.00	223056	908103	Pioneer Dy Fireworks Production
7732	WINGFOOT CORP	Police	104210 426000	Bldg & Grnd Suppl & Maint	2,095.00	223058	107153	July 2021 Janitorial Cleaning
TOTAL:					<u>316,216.34</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid August 9, 2021**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
5368	ACE DISPOSAL INCORPO	Recycling	484800 431550	Recycling Collectn Service	36,722.08	223072	08012021	Recycling Fees for July 2021
1164	ANIXTER, INC.	Light & Power	535300 448636	Special Equipment	1,043.45	223074	4951939-00	Grippers / Saw - Customer # 6000052
1164	ANIXTER, INC.	Light & Power	535300 448639	Substation	4,992.38	223074	4972608-00	4 Hole Comp Terminal - Customer # 6000052
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,526.38	223075	67W52921	Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,805.20	223075	67W53021	Tree Trimming - Customer # 025450
11636	BLACK FOREST PAVING	Streets	104410 473200	Road Materials - Overlay	309,132.80	223080	02	Projects Overlays Medical Dr and Cave Hollow
1889	DAVIS COUNTY GOVERNMENT	Water	515100 431000	Profess & Tech Services	3,024.00	223093	IN0009793	Water Sysem Lab Fee - Acct ID AR0001475
1945	DIAMOND ELECTRIC INC	Light & Power	535300 448614	Power Plant Equipment Repairs	1,725.00	223094	8-07	Motor for Oil Cooler
13042	ENFUSION TECHNOLOG	Engineering	104450 425000	Equip Supplies & Maint	11,341.66	223100	190184	Maintenance,Storage,andUpdateYearly Fees
2164	FERGUSON ENTERPRISES	Water	515100 448400	Dist System Repair & Maint	7,523.72	223104	1160671	Gate Valve - Customer # 48108
2501	HOGAN & ASSOCIATES C	Legislative	454110 473100	Improv Other Than Bldgs	2,671.06	223109	21	Bountiful Downtown Plaza released Retention
5517	HOLBROOK ASPHALT CO.	Streets	104410 473210	Road Recondition & Repair	110,836.60	223110	HAU921167	Asphalt Surface and Labor
2553	HVAC CONSTRUCTION, I	Water	515100 426000	Bldg & Grnd Suppl & Maint	2,750.00	223117	11881	Air Conditioner Fix
2562	HYDRO SPECIALTIES CO	Water	515100 448650	Meters	14,600.00	223196	24557	Meter Lids for Bountiful City
2886	LAKEVIEW ROCK PRODUC	Water	515100 461300	Street Opening Expense	1,388.54	223125	395301	Road Base - Customer # BCTY07399
2886	LAKEVIEW ROCK PRODUC	Water	515100 461300	Street Opening Expense	3,226.84	223125	395350	Road Base - Customer # BCTY07399
2987	M.C. GREEN & SONS IN	Streets	454410 473500	Road Reconstruction	224,705.59	223128	4461	Application 2 - 1000 N Reconstruction
3112	MIDWEST COMMERCIAL I	Executive	104130 461000	Miscellaneous Expense	10,237.76	223131	153555	Office Furnishing and Labor - Customer Order 21078
3112	MIDWEST COMMERCIAL I	Human Resources	104134 426000	Bldg & Grnd Suppl & Maint	1,149.19	223131	153555	Office Furnishing and Labor - Customer Order 21078
3112	MIDWEST COMMERCIAL I	Finance	104140 426000	Bldg & Grnd Suppl & Maint	3,702.25	223131	153555	Office Furnishing and Labor - Customer Order 21078
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist System Repair & Maint	6,850.35	223136	S104245096.001	Misc.Parts and Suppleis - Customer # 18498
3195	MOUNTAINLAND SUPPLY	Cemetery	595900 426000	Bldg & Grnd Suppl & Maint	1,101.60	223136	S104218385.001	Misc. Supplies - Customer # 18502
3649	RASMUSSEN EQUIPMENT	Landfill	575700 474500	Machinery & Equipment	386,334.00	223148	10132261	Approved by Council Large Loader - Acct # 09503
3649	RASMUSSEN EQUIPMENT	Landfill	575700 474500	Machinery & Equipment	478,035.00	223148	10132262	Approved by Council Large Haul Truck- Acct # 09503
10586	ROCKY MOUNTAIN RECYC	Recycling	484800 431550	Recycling Collectn Service	1,175.72	223152	50515	Recycling Fees
3812	SAFETY SUPPLY & SIGN	Storm Water	494900 441250	Storm Drain Maintenance	1,300.00	223153	177808	Sandbags - Customer # UT1005
3862	SCHWEITZER ENGINEERI	Light & Power	535300 448639	Substation	9,220.00	223200	INV-000601795	Time Automation Controller - Customer # CN-100533
3916	SIGNATURE EQUIPMENT	Sanitation	585800 425000	Equip Supplies & Maint	8,275.51	223155	9211250	Labrie Parts for Sanitation
4016	SPRINT	Streets	104410 428000	Telephone Expense	1,087.60	223159	997225610-105	Acct # 997225610
4031	STANDARD PLUMBING SU	Parks	104510 426000	Bldg & Grnd Suppl & Maint	1,026.68	223161	MZKR60	Sprinkler Parts
13050	THE SPECIALTY CO	Parks	104510 426000	Bldg & Grnd Suppl & Maint	1,049.00	223169	66718	Furnish Coat Racks for Bountiful City
4229	TOM RANDALL DIST. CO	Streets	104410 425000	Equip Supplies & Maint	29,985.00	223173	0328262	Fuel - Acct # 000275
4229	TOM RANDALL DIST. CO	Cemetery	595900 425000	Equip Supplies & Maint	1,506.92	223173	0327814	Ethanol Free Gasoline - Acct # 000277
4331	USA BLUE BOOK (DBA)	Water	515100 448400	Dist System Repair & Maint	1,610.89	223177	682193	Chlorine Sensors - Customer # 228844
4450	VERIZON WIRELESS	Police	104210 428000	Telephone Expense	2,070.12	223179	9884695368	Acct # 771440923-00001
12358	WADMAN CORPORATION	Light & Power	535300 472100	Buildings	69,829.77	223181	09	PROJECT #WC-20-103 PERIOD TO 7-31-21
9363	WIGEN WATER TECH	Water	515100 431000	Profess & Tech Services	15,529.72	223184	22173	Misc.Parts and Labor for Treatment Plant
TOTAL:					<u>1,778,092.38</u>			



# City Council Staff Report

**Subject:** Preliminary June 2021 Financial Reports  
**Author:** Tyson Beck, Finance Director  
**Department:** Finance  
**Date:** August 24, 2021



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## **Background**

These reports include summary revenue, expense, and budget information for all of the City's funds. Both revenues and expenses, including capital outlay, have been included. These reports are only preliminary numbers as there will be some additional revenue & expense changes associated with the final fiscal yearend adjustments. The final numbers for fiscal 2021 will be presented to the Council in November 2021 when the CAFR is complete and audited. These preliminary financials are presented to the City Council to provide some information on the general financial results of fiscal year 2021.

## **Analysis**

Data within the reports and graphs presented provide detail of preliminary revenue, expense, and budget results for the associated period.

## **Department Review**

These reports were prepared and reviewed by the Finance Department.

## **Significant Impacts**

The FY2021 budget portion of these reports is the amended FY2021 budget, approved by the City Council in June of 2021.

## **Recommendation**

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

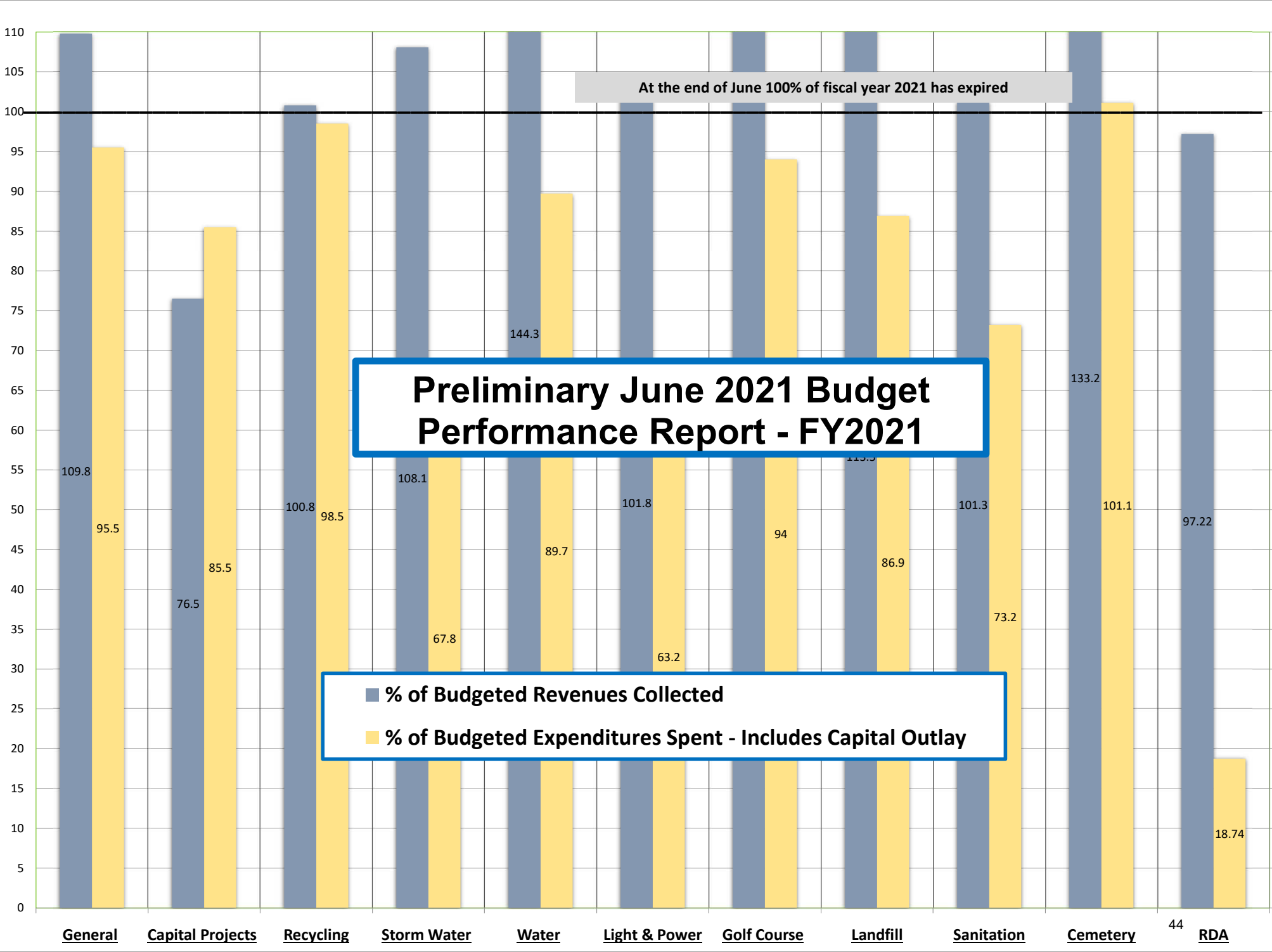
## **Attachments**

- Preliminary June 2021 Revenue & Expense Reports – FY2021

# Preliminary June 2021 Budget Performance Report - FY2021

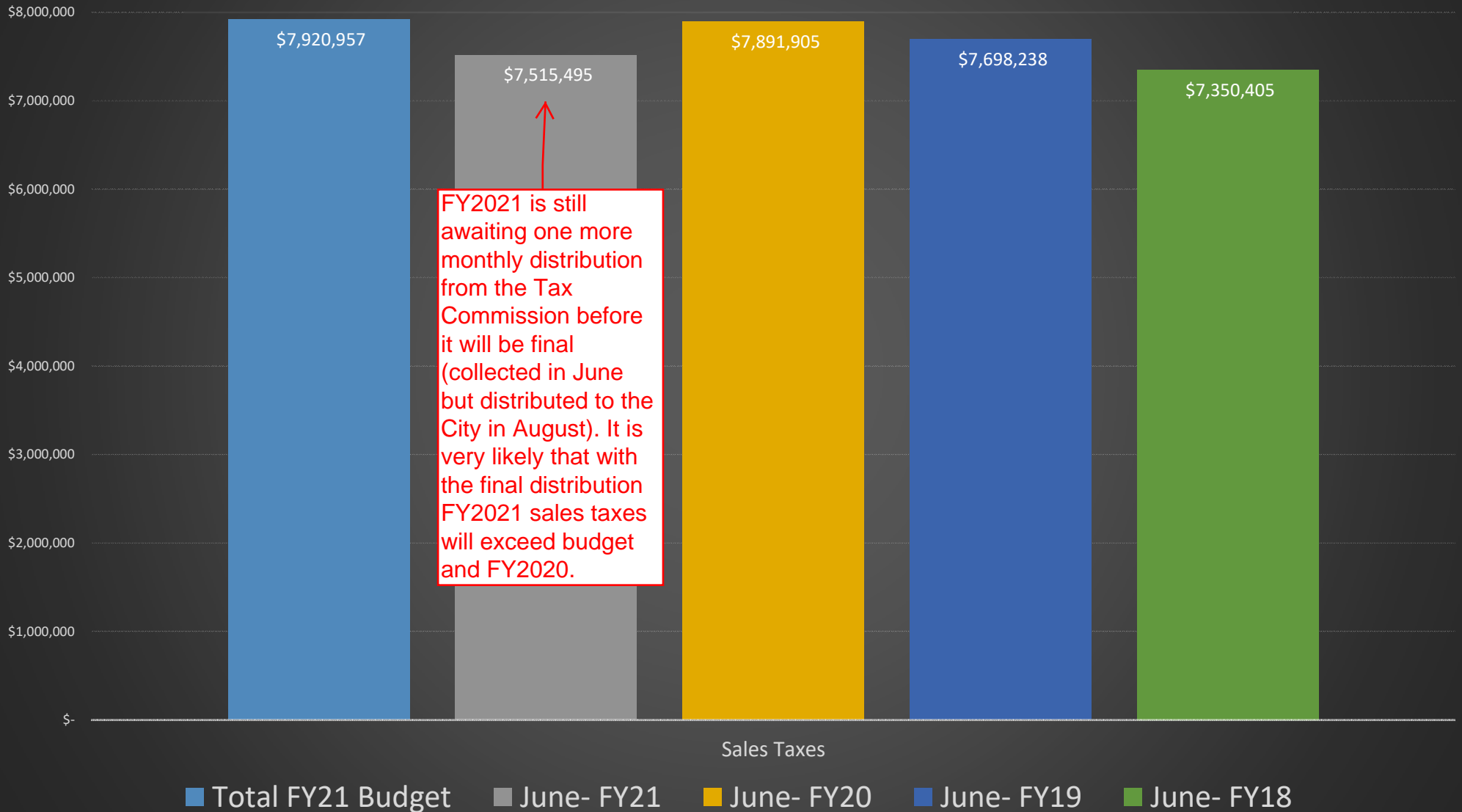
At the end of June 100% of fiscal year 2021 has expired

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



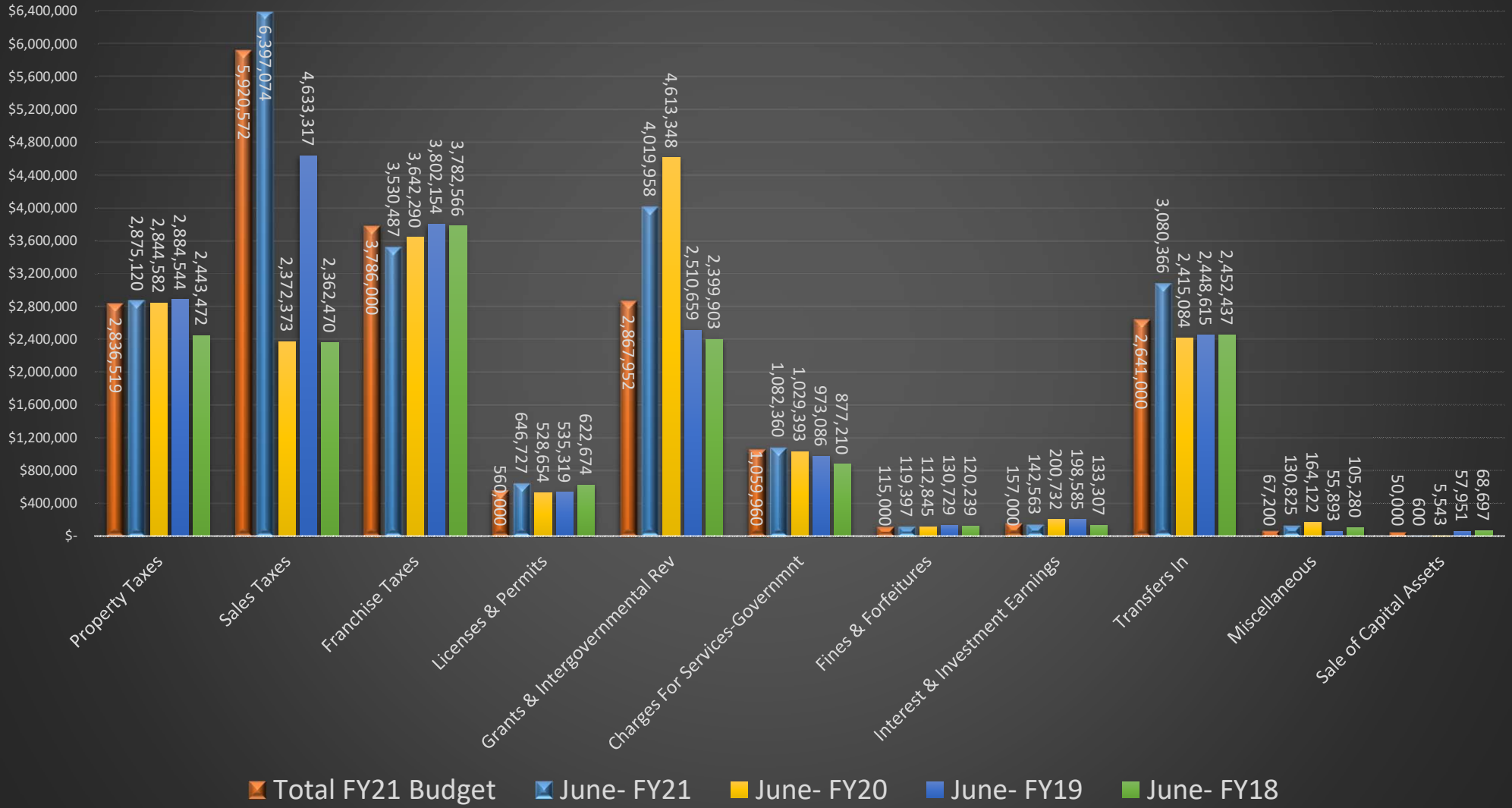


## Preliminary FY 2021 City-Wide Sales Tax Revenues Compared to The Sales Tax Revenues of Same Timeframe of the Past Three Fiscal Years

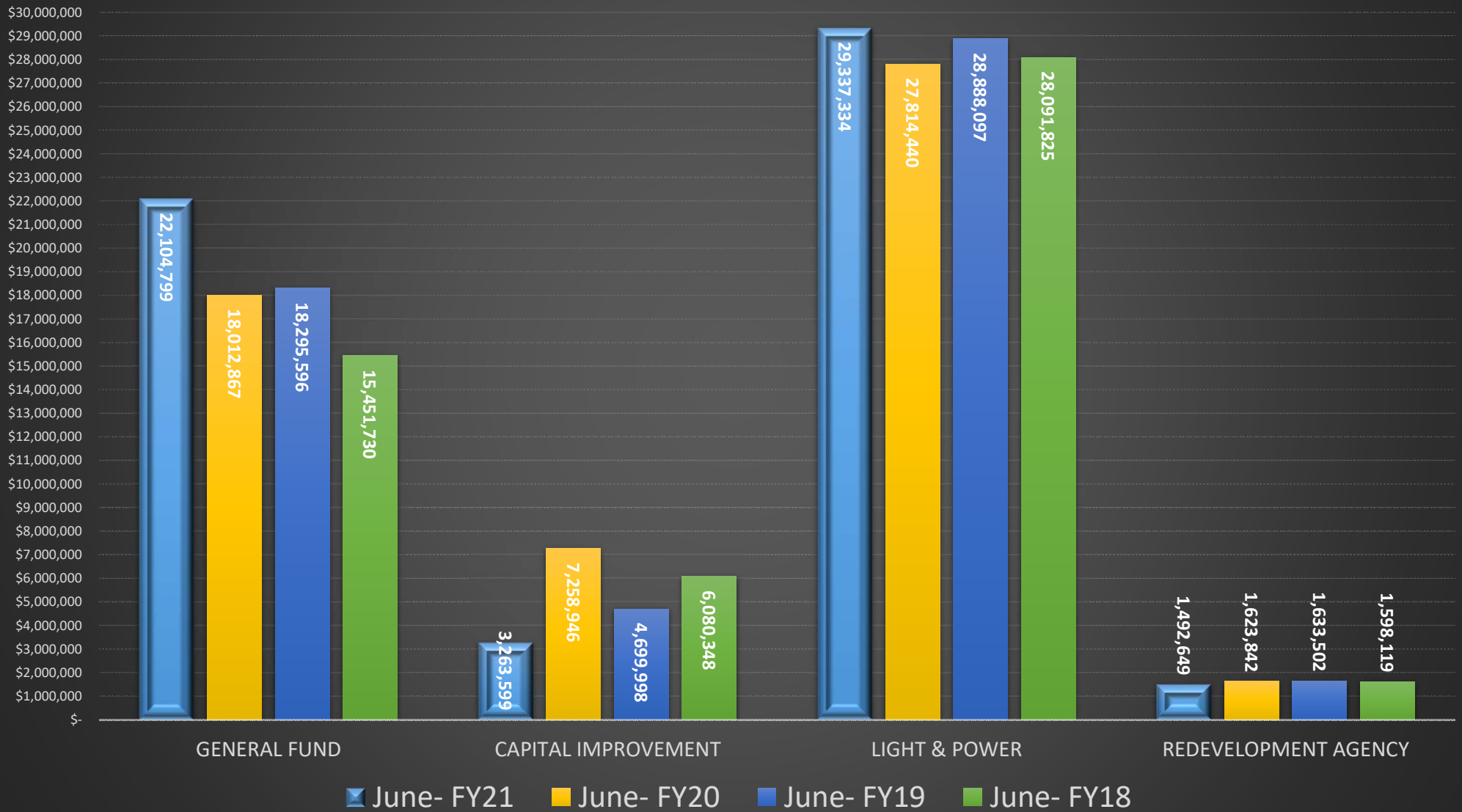


## General Fund Detailed Revenues - Preliminary June 2021

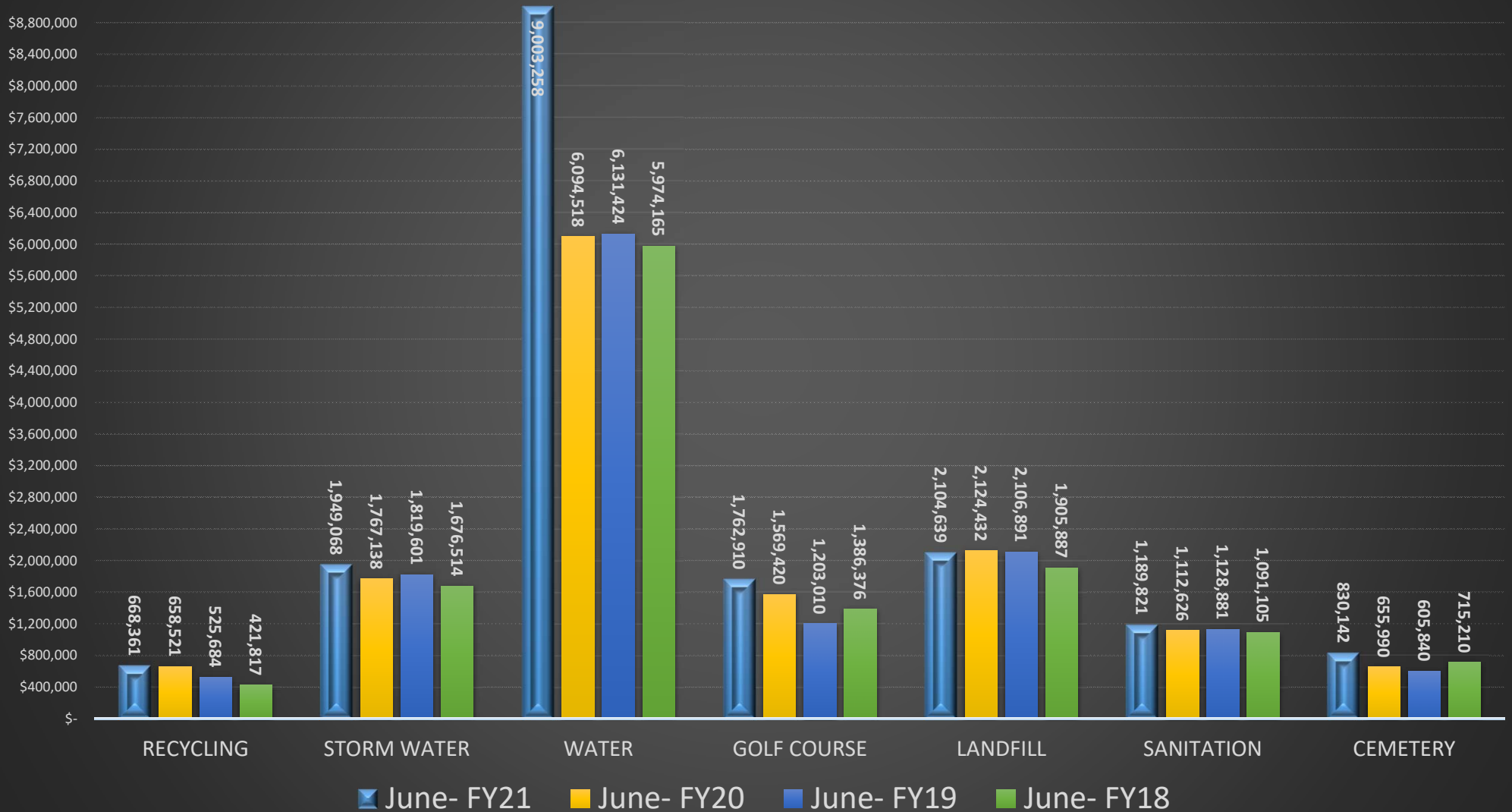
### YTD Revenues (Fiscal Year 2021) Compared to the FY2021 Total Budget and the Revenues of the Same Timeframe of the Past Three Fiscal Years



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



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



08/19/2021 10:49  
tyson

City of Bountiful, UT  
PRELIMINARY JUNE YTD REVENUE - FY2021

P 1  
glytddbud

FOR 2021 12

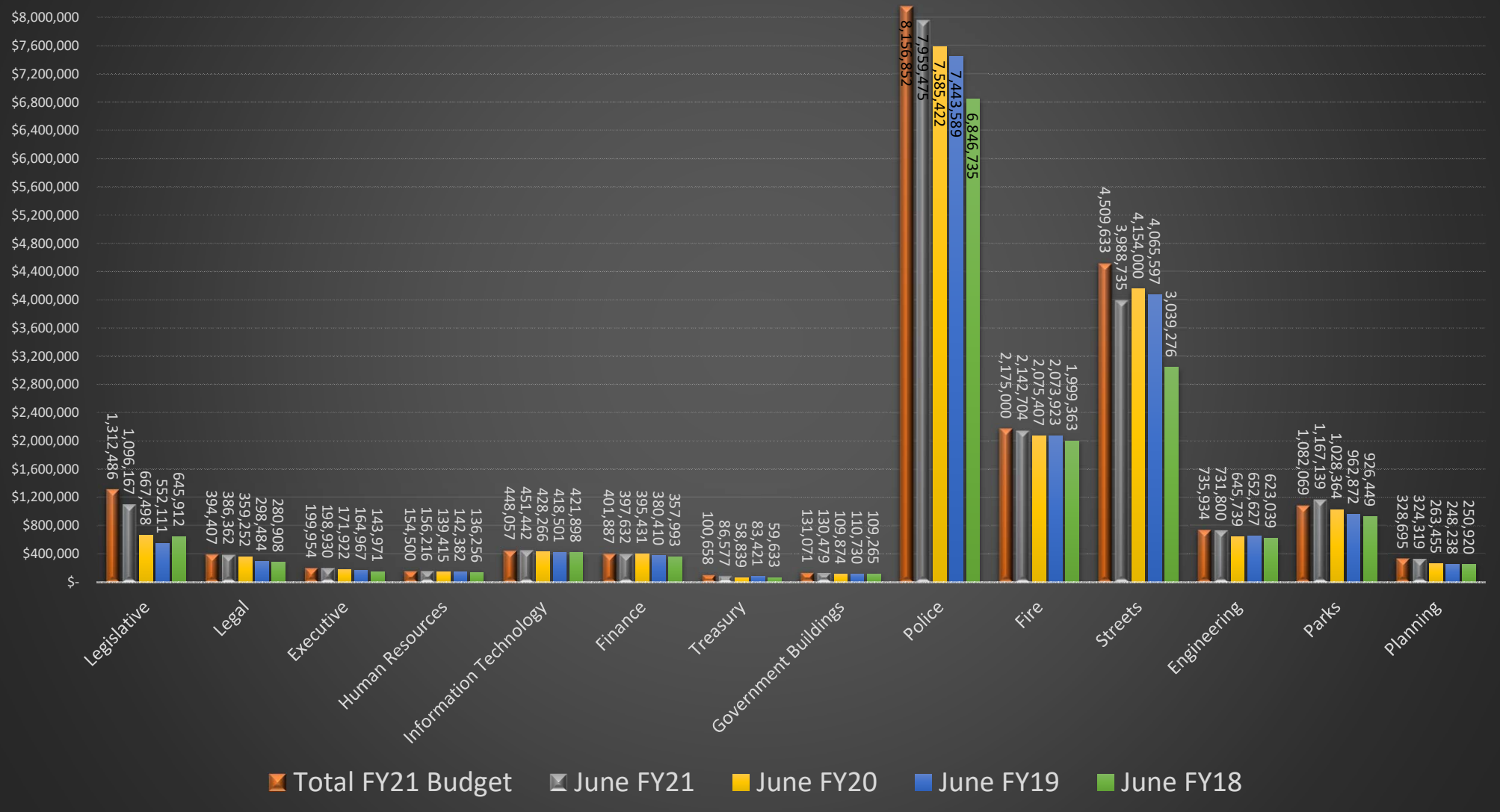
JOURNAL DETAIL 2021 1 TO 2021 6

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND	-19,404,903	-20,131,203	-22,104,799.40	-3,117,230.96	.00	1,973,596.40	109.8%
30 DEBT SERVICE	-400	-400	-226.29	-50.16	.00	-173.71	56.6%
44 MUNICIPAL BUILDING AUTHORITY	-6,000	-6,000	-2,359.18	.00	.00	-3,640.82	39.3%
45 CAPITAL IMPROVEMENT	-3,110,185	-4,265,185	-3,263,599.01	-376,819.73	.00	-1,001,585.99	76.5%
48 RECYCLING	-663,256	-663,256	-668,360.62	-78,370.39	.00	5,104.62	100.8%
49 STORM WATER	-1,802,265	-1,802,265	-1,949,067.79	-288,077.92	.00	146,802.79	108.1%
51 WATER	-6,238,000	-6,238,000	-9,003,257.76	-784,068.07	.00	2,765,257.76	144.3%
53 LIGHT & POWER	-28,818,513	-28,818,513	-29,337,333.78	-3,644,080.31	.00	518,820.78	101.8%
55 GOLF COURSE	-1,484,500	-1,510,500	-1,762,909.97	-286,872.19	.00	252,409.97	116.7%
57 LANDFILL	-1,854,000	-1,854,000	-2,104,639.39	-227,289.16	.00	250,639.39	113.5%
58 SANITATION	-1,102,400	-1,174,109	-1,189,821.00	-149,577.61	.00	15,712.00	101.3%
59 CEMETERY	-623,300	-623,300	-830,141.64	-111,776.12	.00	206,841.64	133.2%
61 COMPUTER MAINTENANCE	-54,294	-54,294	-49,745.74	-84.20	.00	-4,548.26	91.6%
63 LIABILITY INSURANCE	-421,915	-421,915	-433,196.73	-3,853.84	.00	11,281.73	102.7%
64 WORKERS' COMP INSURANCE	-318,727	-318,727	-306,588.31	-39,209.92	.00	-12,138.69	96.2%
72 RDA REVOLVING LOAN FUND	-284,730	-284,730	-351,938.56	-116,915.82	.00	67,208.56	123.6%
73 REDEVELOPMENT AGENCY	-1,250,617	-1,250,617	-1,140,710.71	-10,693.36	.00	-109,906.29	91.2%
74 CEMETERY PERPETUAL CARE	-99,000	-99,200	-121,574.52	-16,670.87	.00	22,374.52	122.6%
78 LANDFILL CLOSURE	-20,000	-20,000	-4,350.82	-268.27	.00	-15,649.18	21.8%
83 RAP TAX	-621,942	-621,942	-622,254.94	-113,433.19	.00	312.94	100.1%
91 GFAAG	0	0	5,096.60	5,096.60	.00	-5,096.60	100.0%
92 OPEB TRUST	0	0	-6,325.86	-273.31	.00	6,325.86	100.0%
99 INVESTMENT	0	0	.00	149,106.38	.00	.00	.0%
GRAND TOTAL	-68,178,947	-70,158,156	-75,248,105.42	-9,211,412.42	.00	5,089,949.42	107.3%

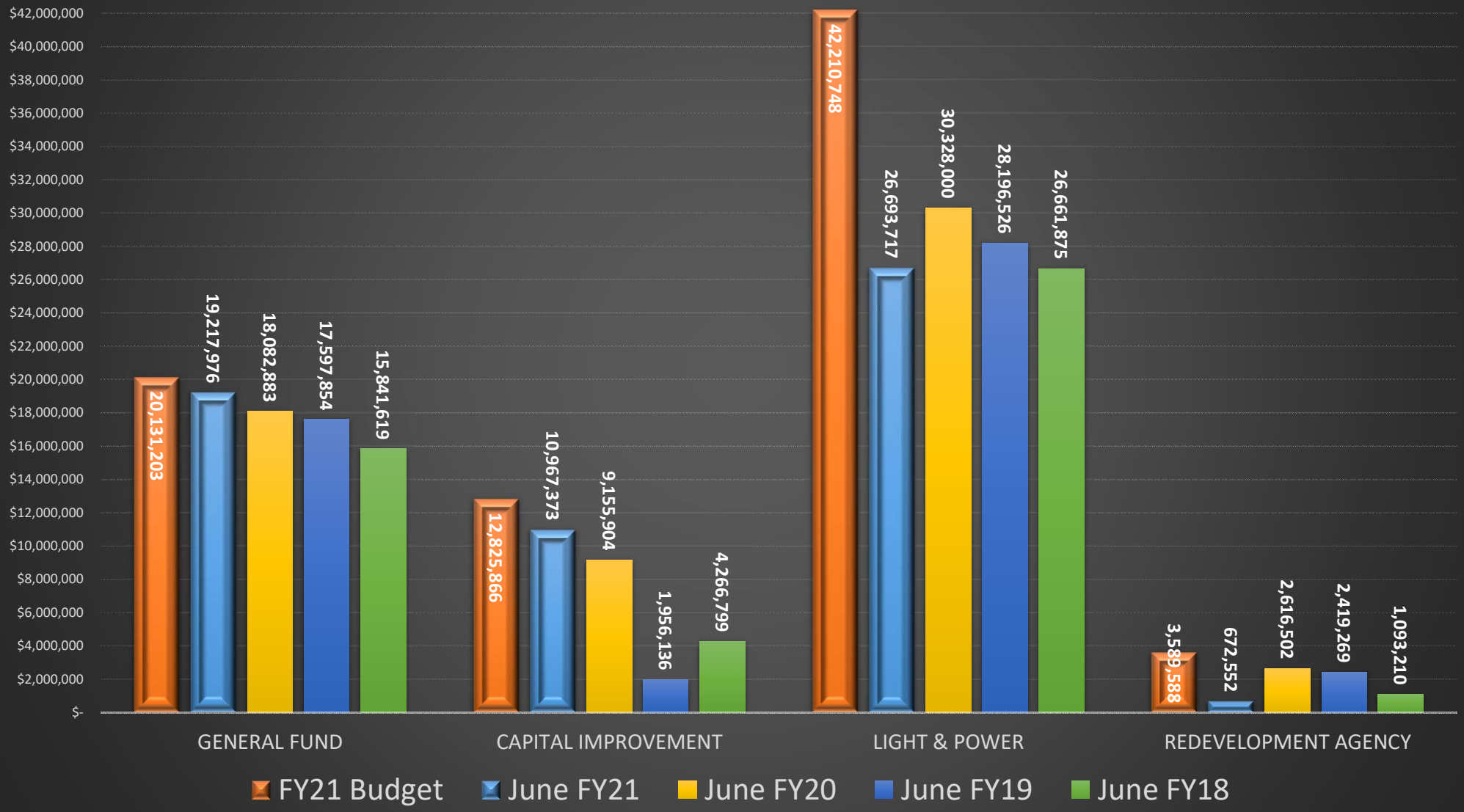
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## General Fund Detailed Expenditures - Preliminary June 2021

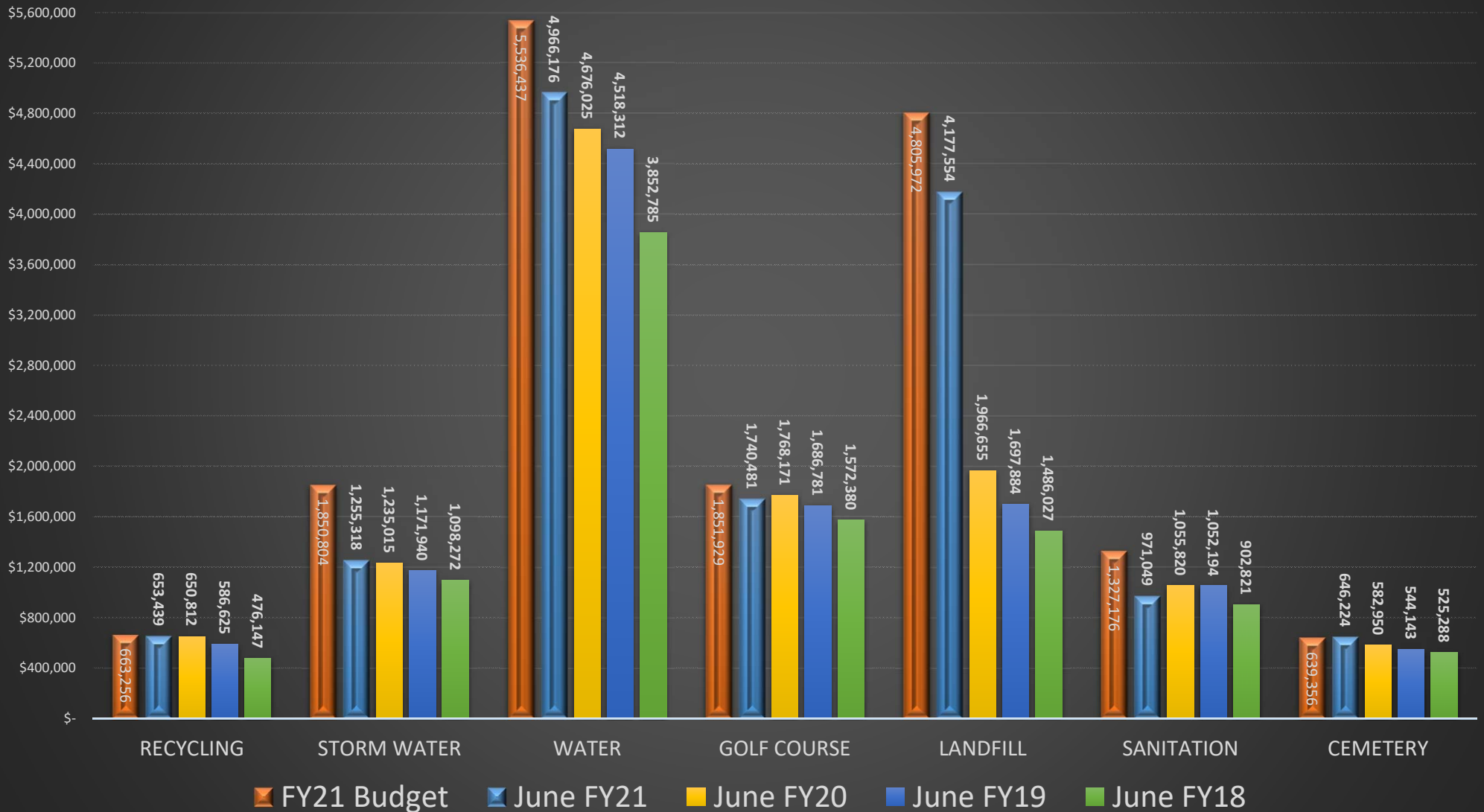
### Fiscal 2021 YTD Expenditures Compared to the Fiscal 2021 Total Budget and the Expenditures of the Same Timeframe of the Past Three Fiscal Years



## Preliminary June 2021 YTD (Fiscal 2021) Expenditures Compared to the Expenditures of the Same Timeframe of the Past Three Fiscal Years



## Preliminary June 2021 YTD (Fiscal 2021) Expenses Compared to the Expenses of the Same Timeframe of the Past Three Fiscal Years





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PRELIMINARY JUNE YTD EXPENSES - FY2021

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FOR 2021 12

JOURNAL DETAIL 2021 1 TO 2021 6

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>10 GENERAL FUND</b>							
4110 Legislative	748,486	1,312,486	1,096,167.27	40,526.80	.00	216,318.73	83.5%
4120 Legal	384,407	394,407	386,362.12	54,769.85	.00	8,044.88	98.0%
4130 Executive	180,854	199,954	198,930.18	29,115.86	.00	1,023.82	99.5%
4134 Human Resources	149,500	154,500	156,215.56	24,204.46	.00	-1,715.56	101.1%
4136 Information Technology	440,057	448,057	451,441.74	55,601.40	.00	-3,384.74	100.8%
4140 Finance	401,887	401,887	397,632.03	58,403.12	.00	4,254.97	98.9%
4143 Treasury	100,658	100,658	86,576.91	49,106.85	.00	14,081.09	86.0%
4160 Government Buildings	117,771	131,071	130,478.86	24,040.67	.00	592.14	99.5%
4210 Police	7,004,137	7,004,137	6,716,904.13	802,417.02	.00	287,232.87	95.9%
4215 Reserve Officers	10,000	10,000	1,189.18	.00	.00	8,810.82	11.9%
4216 Crossing Guards	151,049	151,049	106,927.51	8,389.18	.00	44,121.49	70.8%
4217 PROS	360,364	360,364	403,920.83	55,668.76	.00	-43,556.83	112.1%
4218 Liquor Control	36,302	36,302	37,416.45	833.37	.00	-1,114.45	103.1%
4219 PSAP - E911	595,000	595,000	693,116.99	153,868.29	.00	-98,116.99	116.5%
4220 Fire	2,175,000	2,175,000	2,142,704.00	.00	.00	32,296.00	98.5%
4410 Streets	4,490,833	4,509,633	3,988,734.97	712,302.46	.00	520,898.03	88.4%
4450 Engineering	697,434	735,934	731,799.63	93,360.00	.00	4,134.37	99.4%
4510 Parks	1,040,469	1,082,069	1,167,138.69	250,034.61	.00	-85,069.69	107.9%
4610 Planning	320,695	328,695	324,318.88	40,677.43	.00	4,376.12	98.7%
TOTAL GENERAL FUND	19,404,903	20,131,203	19,217,975.93	2,453,320.13	.00	913,227.07	95.5%
<b>30 DEBT SERVICE</b>							
4710 Debt Sevice	25	25	14.55	1.28	.00	10.45	58.2%
TOTAL DEBT SERVICE	25	25	14.55	1.28	.00	10.45	58.2%
<b>44 MUNICIPAL BUILDING AUTHORITY</b>							
4110 Legislative	253	253	161.60	.00	.00	91.40	63.9%
4400 Municipal Building Authority	0	370,372	370,371.15	.00	.00	.85	100.0%
TOTAL MUNICIPAL BUILDING AUTHORITY	253	370,625	370,532.75	.00	.00	92.25	100.0%
<b>45 CAPITAL IMPROVEMENT</b>							

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JOURNAL DETAIL 2021 1 TO 2021 6

45	CAPITAL IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4110	Legislative	3,590,800	7,909,800	7,810,358.91	8,671.06	.00	99,441.09	98.7%
4136	Information Technology	0	50,000	49,534.36	.00	.00	465.64	99.1%
4140	Finance	41,000	41,000	22,132.75	1,345.68	.00	18,867.25	54.0%
4160	Government Buildings	0	50,000	49,636.00	.00	.00	364.00	99.3%
4210	Police	432,000	800,000	297,672.00	.00	.00	502,328.00	37.2%
4410	Streets	3,774,500	3,774,500	2,589,469.16	411,131.44	.00	1,185,030.84	68.6%
4450	Engineering	20,000	20,000	18,895.00	.00	.00	1,105.00	94.5%
4510	Parks	135,000	180,566	129,674.36	.00	.00	50,891.64	71.8%
	TOTAL CAPITAL IMPROVEMENT	7,993,300	12,825,866	10,967,372.54	421,148.18	.00	1,858,493.46	85.5%
<hr/>								
48	RECYCLING							
4800	Recycling	663,256	663,256	653,439.41	101,913.33	.00	9,816.59	98.5%
	TOTAL RECYCLING	663,256	663,256	653,439.41	101,913.33	.00	9,816.59	98.5%
<hr/>								
49	STORM WATER							
4900	Storm Water	1,850,804	1,850,804	1,255,318.33	342,646.27	.00	595,485.67	67.8%
	TOTAL STORM WATER	1,850,804	1,850,804	1,255,318.33	342,646.27	.00	595,485.67	67.8%
<hr/>								
51	WATER							
5100	Water	5,536,437	5,536,437	4,966,175.50	547,556.69	.00	570,261.50	89.7%
	TOTAL WATER	5,536,437	5,536,437	4,966,175.50	547,556.69	.00	570,261.50	89.7%
<hr/>								
53	LIGHT & POWER							
5300	Light & Power	42,210,748	42,210,748	26,693,717.35	4,601,851.67	.00	15,517,030.65	63.2%
	TOTAL LIGHT & POWER	42,210,748	42,210,748	26,693,717.35	4,601,851.67	.00	15,517,030.65	63.2%
<hr/>								
55	GOLF COURSE							

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City of Bountiful, UT  
PRELIMINARY JUNE YTD EXPENSES - FY2021

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FOR 2021 12		JOURNAL DETAIL 2021 1 TO 2021 6						
55	GOLF COURSE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5500	Golf Course	1,756,929	1,851,929	1,740,480.97	254,284.23	.00	111,448.03	94.0%
	TOTAL GOLF COURSE	1,756,929	1,851,929	1,740,480.97	254,284.23	.00	111,448.03	94.0%
<hr/>								
57	LANDFILL							
5700	Landfill	2,166,601	4,805,972	4,177,554.08	212,055.50	.00	628,417.92	86.9%
	TOTAL LANDFILL	2,166,601	4,805,972	4,177,554.08	212,055.50	.00	628,417.92	86.9%
<hr/>								
58	SANITATION							
5800	Sanitation	968,876	1,327,176	971,048.51	97,356.51	.00	356,127.49	73.2%
	TOTAL SANITATION	968,876	1,327,176	971,048.51	97,356.51	.00	356,127.49	73.2%
<hr/>								
59	CEMETERY							
5900	Cemetery	639,356	639,356	646,223.91	163,515.97	.00	-6,867.91	101.1%
	TOTAL CEMETERY	639,356	639,356	646,223.91	163,515.97	.00	-6,867.91	101.1%
<hr/>								
61	COMPUTER MAINTENANCE							
6100	Computer Maintenance	72,117	72,117	59,951.21	1,597.52	.00	12,165.79	83.1%
	TOTAL COMPUTER MAINTENANCE	72,117	72,117	59,951.21	1,597.52	.00	12,165.79	83.1%
<hr/>								
63	LIABILITY INSURANCE							
6300	Liability Insurance	601,162	601,162	583,489.39	18,424.69	.00	17,672.61	97.1%
	TOTAL LIABILITY INSURANCE	601,162	601,162	583,489.39	18,424.69	.00	17,672.61	97.1%
<hr/>								
64	WORKERS' COMP INSURANCE							

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PRELIMINARY JUNE YTD EXPENSES - FY2021

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FOR 2021 12		JOURNAL DETAIL 2021 1 TO 2021 6						
64	WORKERS' COMP INSURANCE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6400	Workers' Comp Insurance	309,038	686,038	587,496.16	108,686.49	.00	98,541.84	85.6%
	TOTAL WORKERS' COMP INSURANCE	309,038	686,038	587,496.16	108,686.49	.00	98,541.84	85.6%
72 RDA REVOLVING LOAN FUND								
7200	RDA Revolving Loans	502,200	1,352,200	2,416.44	222.53	.00	1,349,783.56	.2%
	TOTAL RDA REVOLVING LOAN FUND	502,200	1,352,200	2,416.44	222.53	.00	1,349,783.56	.2%
73 REDEVELOPMENT AGENCY								
7300	Redevelopment Agency	2,237,388	2,237,388	670,135.35	12,459.11	.00	1,567,252.65	30.0%
	TOTAL REDEVELOPMENT AGENCY	2,237,388	2,237,388	670,135.35	12,459.11	.00	1,567,252.65	30.0%
74 CEMETERY PERPETUAL CARE								
7400	Cemetery Perpetual Care	1,390	1,590	1,548.20	135.13	.00	41.80	97.4%
	TOTAL CEMETERY PERPETUAL CARE	1,390	1,590	1,548.20	135.13	.00	41.80	97.4%
83 RAP TAX								
8300	RAP Tax	878,451	878,451	550,394.42	18,989.01	.00	328,056.58	62.7%
	TOTAL RAP TAX	878,451	878,451	550,394.42	18,989.01	.00	328,056.58	62.7%
91 GFAAG								
4140	Finance	0	0	9,102.72	.00	.00	-9,102.72	100.0%
4210	Police	0	0	7,812.90	7,812.90	.00	-7,812.90	100.0%
	TOTAL GFAAG	0	0	16,915.62	7,812.90	.00	-16,915.62	100.0%
92 OPEB TRUST								

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City of Bountiful, UT  
PRELIMINARY JUNE YTD EXPENSES - FY2021

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FOR 2021 12

JOURNAL DETAIL 2021 1 TO 2021 6

92	OPEB TRUST	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
9200	OPEB Trust	0	0	33,121.41	1,998.25	.00	-33,121.41	100.0%
	TOTAL OPEB TRUST	0	0	33,121.41	1,998.25	.00	-33,121.41	100.0%
	GRAND TOTAL	87,793,234	98,042,343	74,165,322.03	9,365,975.39	.00	23,877,020.97	75.6%

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# City Council Staff Report



**Subject:** Election Canvass and Approval  
**Author:** Shawna Andrus, Recorder  
**Department:** Legislative  
**Date:** August 24, 2021

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## **Background**

State law UCA 20A-4-301(2) requires that the governing body canvass and officially adopt the election returns no earlier than seven days after nor later than fourteen days after the election.

## **Analysis**

The election “canvass” is a meeting at which the legislative body, convened as the Board of Canvassers, reviews and verifies the completeness and accuracy of the election results and then adopts them. The City Council makes up the Board of Canvassers and certifies/approves the outcome of the Primary or General Election. Under contract previously approved by the Council, the Davis County Clerk/Auditor’s Office has already processed/counted the votes cast. The official results will be available at the meeting on Tuesday, August 24, 2021.

## **Department Review**

This report has been reviewed and approved by the Administrative, Legal and Executive Departments.

## **Significant Impacts**

Your approval and adoption of the official election results should not result in any financial impacts nor legal issues or new policies. It is simply compliance with State code.

## **Recommendation**

It is recommended that you approve the election results that have been presented to you as prepared by the Davis County Clerk/Auditor’s office.

## **Attachments**

2021 Municipal Primary Audit Summary Report

The attachments with the election results will be available for your review at Council meeting.



# Audit Summary Report

County: Davis Election: 2021 Municipal Primary

County Clerk's Signature:  Date: 8/13/21

## ES&S Ballot Audit Summary

1. Number of ballots processed by ES&S machines (DS200 & DS450): 49,497
2. Number of ballots audited: 496
3. List the contests on the ballot that were audited: All contests

4. Were there any differences between the Cast Vote Record (CVR) and the votes cast on the ballot?

YES\*  NO (\*If YES, please attach an explanation of any inconsistencies)

## Signature Affidavit Audit Summary (complete only if applicable)

5. Number of signature affidavits audited: 496
6. Did the signature audit reveal any inconsistencies between a signature's initial verification and the audit?

YES\*  NO (\*If YES, please attach an explanation any inconsistencies)

## Recount Audit Summary (complete only if applicable)

7. Name of contest recounted: \_\_\_\_\_
8. Number of ballots audited: \_\_\_\_\_
9. Were there any differences between the Cast Vote Record (CVR) and the votes cast on the ballot?

YES\*  NO (\*If YES, please attach an explanation of any inconsistencies)



# City Council Staff Report

**Subject:** 2021 Asphalt Overlay Contract  
**Author:** Lloyd Cheney, City Engineer  
**Department:** Engineering, Streets  
**Date:** August 24, 2021



## **Background**

In March of this year the City Council awarded the contract for asphalt paving to Black Forest Paving for work to be completed in the FY 2021 and FY 2022 budget years. For FY 2021, the projects included overlays on Medical Drive from 400 E to 500 S and Lakeview Drive from 500 S to Bountiful Boulevard. Paving projects for FY2022 included overlays in the area of Cave Hollow Way and Wood Hollow Way.

## **Analysis**

As the work on these projects progressed, there were issues with the scope of the planned work which have resulted in additional costs which exceed the 10% and \$20,000 threshold for change orders and must subsequently be approved by the City Council. Estimating quantities for projects can be a simple process when general criteria such as the area the work is intended to cover and the intended thickness are used. When these conditions are not met on a consistent basis for a project with large quantities, the estimated amounts can quickly become irrelevant.

Each project was evaluated with a planned overlay thickness that assumed the amount of asphalt to be removed by milling the existing surface would be replaced by a corresponding equivalent overlay thickness. We learned during the paving process that this was not always a valid assumption and found it was necessary to adjust the process for the following conditions:

1. Avoid leaving thin layers of asphalt from previous overlays.
2. Create a sufficiently roughed surface which would bond the existing asphalt and new overlay together.
3. Remove the existing asphalt pavement so that localized soft spots could be repaired.

These modifications to the milling and overlay process have resulted in the following additional expenses:

<u>Item</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Asphalt Tonnage	3,154.21 tons	\$52.70/ton	\$166,226.90
Add'l Milling & Soft Spot Repair			\$ 12,195.00
Add'l Trucking for Milling & Repairs			\$ 13,440.00
		<b>TOTAL</b>	<b>\$191,861.90</b>

Where possible, established unit prices have been used for the additional work. For items without established pricing, the contractor has pro-rated similar costs (additional milling at a reduced depth) or passed along subcontractor costs (trucking). The additional costs represent an increase of 35.9% of the original contract proposal.

Because of the poor soils in the Cave Hollow/Wood Hollow area, staff felt the decision to maintain the planned asphalt thickness was appropriate. In this area, a thinner asphalt pavement would have a shorter service life when compared to the planned thickness.

### **Department Review**

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

### **Significant Impacts**

Funding for this additional work will be allocated to the Street Department's Operations & Maintenance Road Materials-Overlay line item in the current budget. This added expense will result in a reduction of planned overlay projects to be completed by the Street Department. While there is never a shortage of street maintenance to work on, this adjustment is not expected to affect the overall street maintenance schedule.

### **Recommendation**

- It is recommended that the City Council approve the additional costs associated with the overlay projects and authorize payment to Black Forest Paving.

### **Attachments**

None



**BOUNTIFUL CITY**  
**TRAFFIC SAFETY COMMITTEE AGENDA**  
**Tuesday, August 24, 2021**  
**5:00 p.m.**

**NOTICE IS HEREBY GIVEN** that the Bountiful City Traffic Safety Committee will hold a meeting in the Planning Conference Room, Bountiful City Hall, 795 South Main, Bountiful, Utah, 84010, at the time and on the date given above. The public is invited. Persons who are disabled as defined by the American with Disabilities Act may request an accommodation by contacting the Bountiful Engineering Dept. at 801-298-6125. Notification at least 24 hours prior to the meeting would be appreciated.

*Bountiful City Traffic Safety Committee meetings, including this one, are open to the public. In consideration of the COVID-19 Pandemic, Bountiful City will be observing social distancing and may limit the number of people at the meeting.*

1. Welcome and Introductions.
2. **Discussion Item 1: Consideration of a Crossing Guard at 325 West 1000 North**  
Request by James Campbell, Principal, Meadowbrook Elementary
3. **Discussion Item 2: Consideration of Installation of 30 MPH painted pavement message at approximately 209 E North Canyon Road**  
Request by Bountiful City Engineer
4. **Discussion Item 3: Consideration of Centerline Striping and Signage at 2 locations on Hidden Lake Drive**  
Request by Bruce Bingham, Bountiful Resident
5. **Discussion Item 4: Consideration of No Parking at Lyman Lane (approx. 1800 N) / 200 W Intersection**  
Request by Call Meadows P.U.D. Homeowners Association
6. **Discussion Item 5: Installation of Blind Child sign**  
Request by Sharon Lloyd
7. **Discussion Item 6: Consideration of Installation of 25 mph Speed Limit Signs on Indian Springs Rd.**  
Request by Allison Fletcher 421 Indian Springs Rd.
8. **Adjourn**



# Traffic Safety Committee Staff Report

ITEM 1

**Subject:** Consideration of a Reduced Speed School Zone and Crossing Guard at 325 W 1000 N  
**Author:** City Engineer, Lloyd Cheney  
**Department:** Engineering  
**Date:** August 24, 2021



## **Background**

James Campbell, principal at Meadowbrook Elementary, has requested the City's consideration of the addition of a crossing guard for the existing crossing at 275 W 1000 N.

## **Analysis**

The crossing location at 275 W 1000 N has been a regular topic of discussion and modification over the years. 1000 N is a major route for access to and from I-15, Viewmont High School, and the surrounding neighborhoods. Most of the students who attend Meadowbrook El. walk, bike or are driven to school. Approximately 40 students live in the neighborhood on the north side of 1000 N, but very few utilize the crosswalk due to the current situation.

In 2019, the Traffic Safety Committee approved the installation of 30 mph speed limit signs between 500 W and 200 W. Unbeknownst to the Engineering Department and the Committee, the increase in the speed limit provided the final criteria to warrant installation of a Reduced Speed School Zone and *require* an adult crossing guard to be in attendance. Due to the locations of exiting driveways Engineering Dept Staff would recommend that the crossing be located at 325 West instead of 275 West. This location is more centralized to the neighborhood to the North and would only require children to cross 1000 N to access the kiddie walk from 800 N.

A major road reconstruction project is planned for the summer of 2021 on 1000 N between 500 W and 200 W. The necessary signage, striping and flasher assemblies will be installed as part of the project. Construction is expected to be completed by September, 2021.

## **Department Review**

This proposal has been reviewed by the City Engineer/Public Works Director, Police Chief and Street Department Director.

## **Recommendation**

Install a new Reduced Speed School Zone, complete with all required hardware, signage and striping, and hire a crossing guard for this location.

## **Significant Impacts**

No significant impacts are anticipated.

## **Attachments**

Aerial Photography of the location



Reduced Speed School Zone Signage and Striping Information

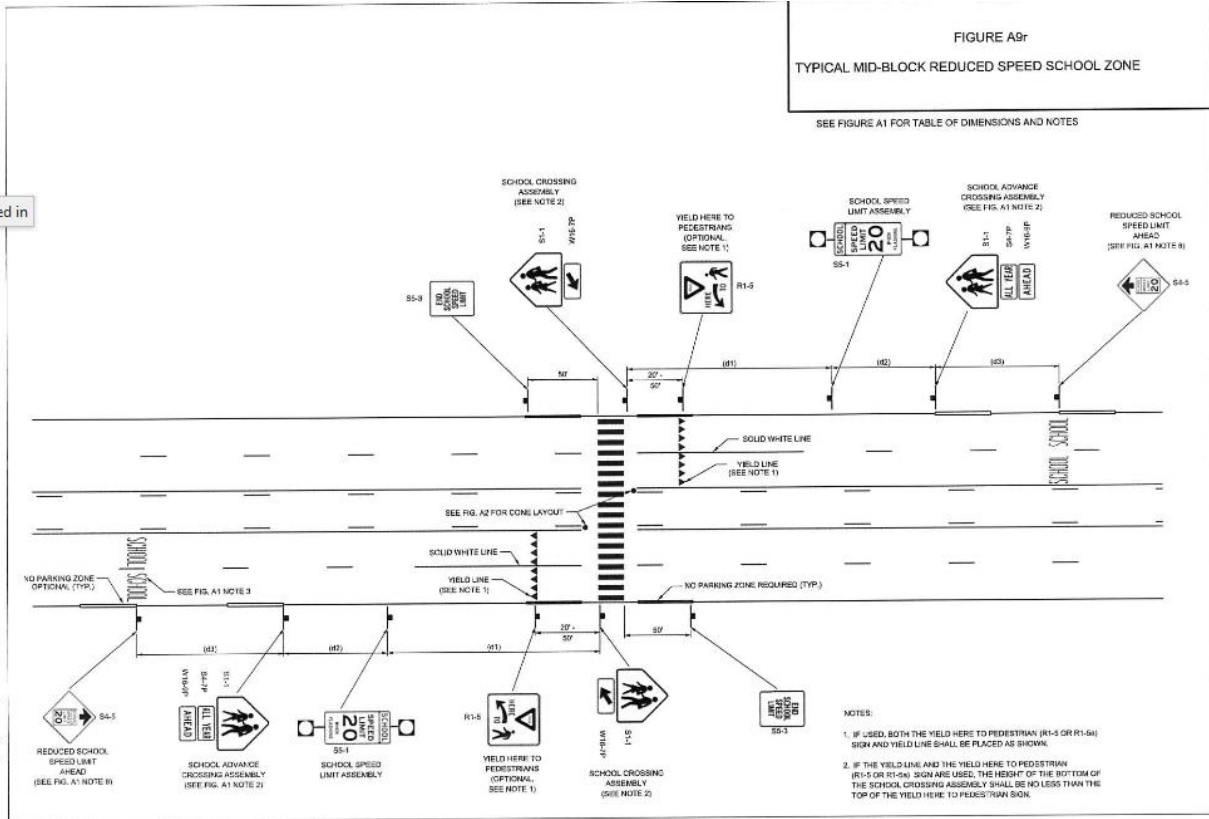


Figure 1 Existing Crossing Configuration at 275 West



Figure 2 Proposed Crossing Location at 325 West

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SIGNING, STRIPING, AND NO PARKING PLACEMENT TABLE									
POSTED OR 85TH PERCENTILE SPEED (MPH)	SCHOOL ADVANCE CROSSING AND TURN ASSEMBLIES (d4)	SCHOOL SPEED LIMIT ASSEMBLY (d1)	SCHOOL ADVANCE CROSSING ASSEMBLY (d2)	REDUCED SCHOOL SPEED LIMIT AHEAD (S4-3) (d3)	NO PARKING ZONE LENGTH			MINIMUM SOLID WHITE LINE LENGTH	
					AT X WALK AND AT SIGNS AS SHOWN IN FIGS. A3-A15, A17	AFTER CROSSWALK (SEE FIG. A2 AND A6 FOR "W")			
						W ≤ 50'	50' < W < 70'		W ≥ 70'
25	250'	150'	100'	NA	60'	40'	25'	20'	150'
30	325'	150'	100'	130'	85'	50'	36'	25'	150'
35	400'	200'	175'	215'	115'	70'	50'	35'	200'
40	475'	250'	250'	340'	150'	90'	65'	45'	250'
45	550'	250'	300'	500'	190'	110'	80'	55'	250'
50	625'	250'	400'	640'	230'	140'	100'	70'	250'





# Traffic Safety Committee Staff Report

ITEM 2

**Subject:** Consideration of Installation of 30 MPH Pavement Messages on North Canyon Road  
**Author:** City Engineer, Lloyd Cheney  
**Department:** Engineering  
**Date:** August 24, 2021



## **Background**

In the fall of 2020, I received several emails from residents on 400 E and North Canyon Road (in the area around Lewis Park) regarding excessive speeds on each road. The Engineering Department set up traffic counting equipment at each location to evaluate.

## **Analysis**

North Canyon Road serves as a collector street from the areas south of the golf course via Chelsea Drive, Bountiful Blvd and 400 E. It provides an easy connection to Orchard Dr, 2600 S, Hwy 89 and I-15. From 400 E to Orchard Drive the grade of the road is approximately 7%. The combination of the downhill grade and curve to the right (for westbound traffic) influence driver perception of acceptable speed on this section of roadway.

The speed study produced the following data:

Vehicles Counted:	4016
85 <sup>th</sup> percentile speed:	37.6 mph

The study did not differentiate between eastbound (uphill) or westbound (downhill) traffic. Approximately 79% of the vehicles speeds counted in the study exceeded the posted speed limit of 30 mph. This result is an indication that the majority of drivers perceive that it is safe and acceptable to travel above the posted speed limit in this area. The 30 mph speed limit was established in 1998 or 1999 with the development of the subdivision.

There are several options which could be implemented to remind drivers of the posted speed limit. I believe it would be prudent to start with the simpler options such as installing “30 MPH” pavement messages in two locations in each directions. If additional measures are needed, I think it would be appropriate to install solar powered (or hard wired) radar speed signs. I would not advocate for permanent speed bumps, speed humps or speed tables due to snow removal operations. There are options for these measures that could be installed temporarily (seasonally).

## **Department Review**

This proposal has been reviewed by the City Engineer/Public Works Director, Police Chief and Street Department Director.

## **Recommendation**

Install 4 “30 MPH” pavement messages on North Canyon Road, at the locations indicated in the attached graphics.

**Significant Impacts**

There will be an added cost to repaint the pavement messages on an annual basis. A yearly evaluation of the impact on speeds should be conducted, and results brought to the TSC for additional modifications in 3 years.

**Attachments**

Aerial photography of proposed pavement marking locations

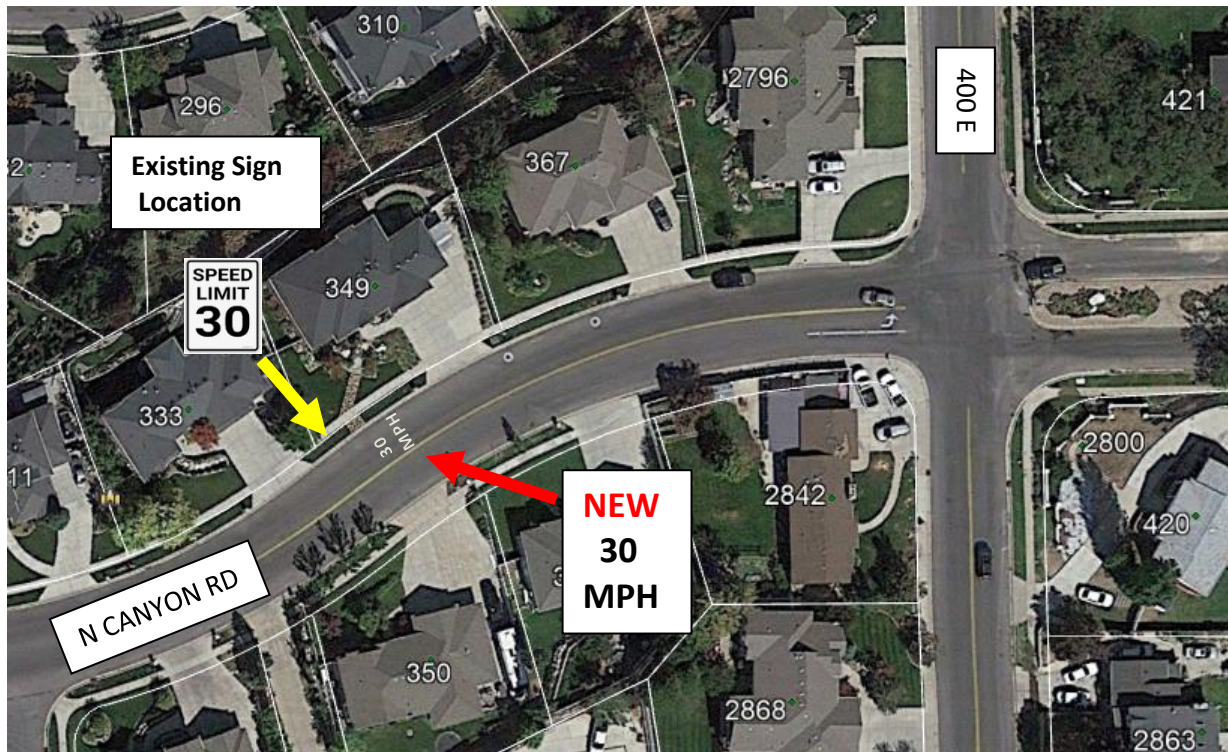
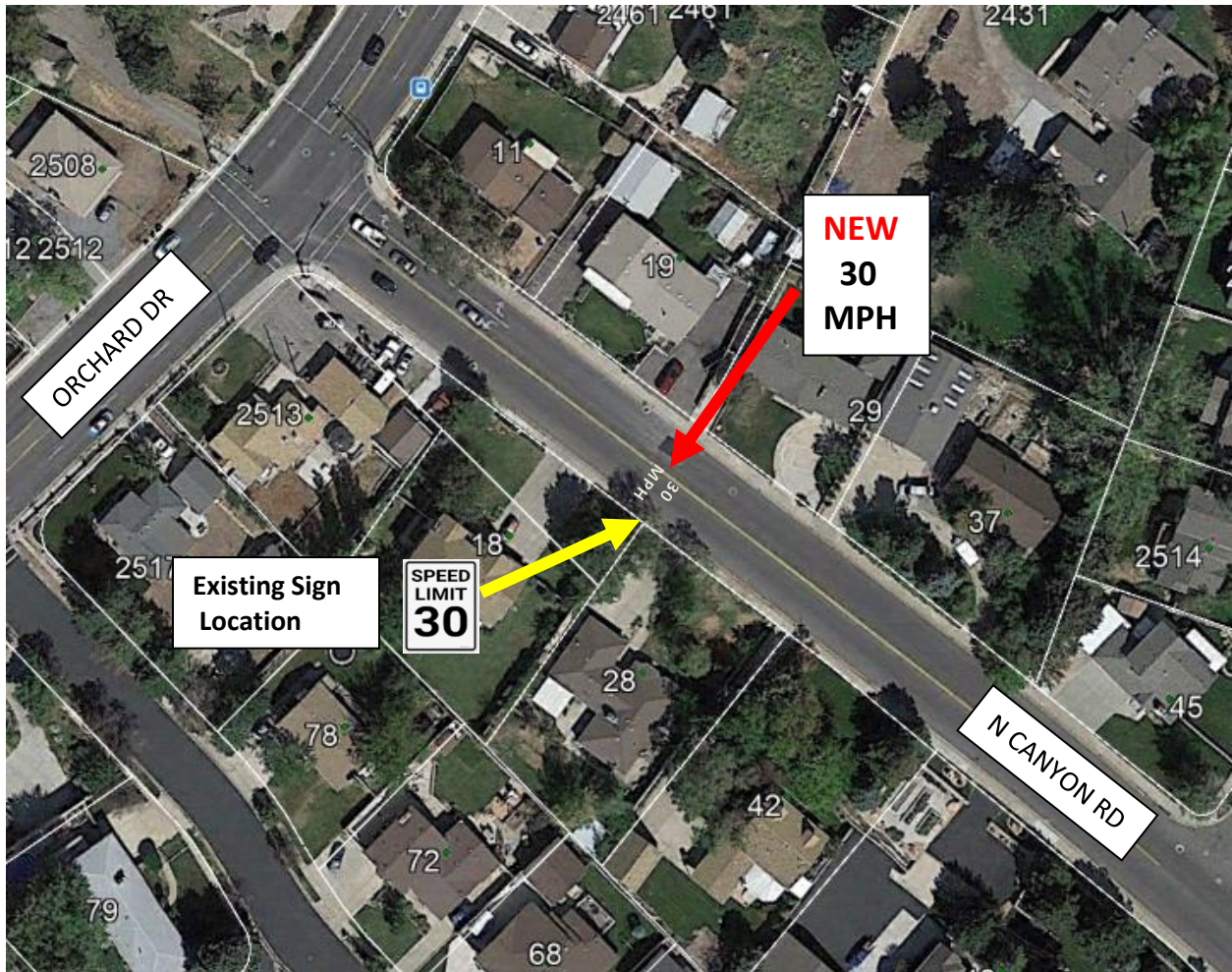


Figure 1 Proposed Pavement Message Location









# Traffic Safety Committee Staff Report

ITEM 3

**Subject:** Consideration of Installation of Centerline Striping and Signage at Two locations on Hidden Lake Dr  
**Author:** City Engineer, Lloyd Cheney  
**Department:** Engineering  
**Date:** August 24, 2021



## **Background**

Mr. Bruce Bingham, resident at 4819 S Canyon View Circle, has requested the City's consideration of the installation of centerline striping at two locations on Hidden Lake Drive.

## **Analysis**

Hidden Lake Drive is the primary access to the upper lots in the Summerwood Subdivision and the Hidden Hollow PUD. Because of the terrain in the area, the road alignment was designed with minimal centerline radius and a grade of approximately 11% for the southern turn and approximately 15% for the northern turn. In both locations the road makes more than a 180° turn, and would be considered as built at the limits of acceptable geometry for a residential neighborhood. Neither section of roadway has been striped with a centerline.

Mr. Bingham's request is the result of his observation of reckless driving in the form of excessive speeds, loss of control, cutting of the corners.

Given the geometry and steepness of the road, the installation of W1-1 signs with an associated advisory speed plaque (20 mph) double yellow centerline striping would meet the MUTCD criteria for installation, based on engineering judgement.

## **Department Review**

This proposal has been reviewed by the City Engineer/Public Works Director, Police Chief and Street Department Director.

## **Recommendation**

Install a 4 new W1-1 turn signs with advisory speed plaques and double yellow centerline striping on Hidden Lake Drive as indicated on the attached graphics.

## **Significant Impacts**

No significant impacts are anticipated.

## **Attachments**

Aerial Photography of the location





Figure 1 Hidden Lake Drive (north curve)



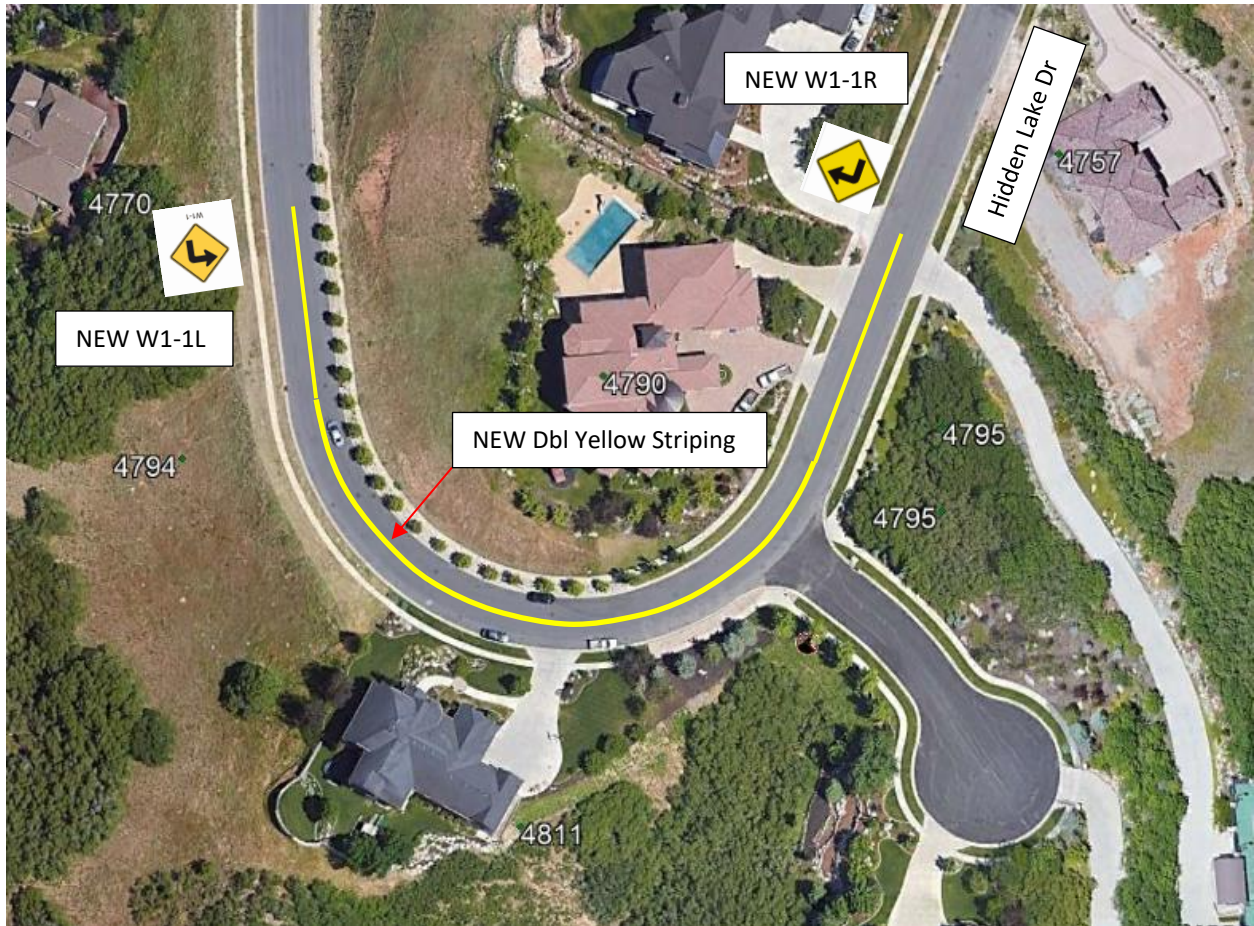


Figure 2 Hidden Lake Drive (south curve)



W1-1

W1-1 Turn Warning Sign



W13-1P Advisory Speed Plaque





# Traffic Safety Committee Staff Report

ITEM 4

**Subject:** Consideration of Installation of No Parking Zone at Lyman Lane / 200 W Entrance to Call Meadows P.U.D.  
**Author:** City Engineer, Lloyd Cheney  
**Department:** Engineering  
**Date:** August 24, 2021



## **Background**

Jessica Alford, President of the Call Meadows P.U.D. homeowners association requests consideration of the installation of No Parking Zones on the north and south sides of the intersection at Lyman Lane and 200 West Street. Ms. Alford included copies of a petition which was circulated to the members of the Homeowners Association that included approximately 60 signatures from residents of Call Meadows and Pages Place P.U.D.

## **Analysis**

200 West is a major collector which provides connectivity to the Centerville business district and I-15 access to the north, the South Davis Rec Center, downtown Bountiful, Woods Cross and communities to the south. The traffic volume on this road segment averages approximately 12,000 vehicles per day.

The Call Meadows HOA are concerned that overflow parking congests the intersection and restricts visibility which has been a contributing factor to traffic accidents. This intersection is coincident with the access to the Country Springs development on the east side of 200 W. A review of accidents in the area has shown 6 accidents in the last 10 years, with 2 ~ 2 year periods where there were no accidents. This does not meet the MUTCD threshold for action in the intersection (3 accidents in a year or 5 accidents in any 12 month period).

## **Department Review**

This proposal has been reviewed by the City Engineer/Public Works Director, Police Chief and Street Department Director.

## **Recommendation**

Install a 2 new No Parking signs with 30 ft of curb (painted red) as indicated on the attached graphic.

## **Significant Impacts**

No significant impacts are anticipated.

## **Attachments**

Aerial Photography of the location  
Excerpts from the Utah Driver's Handbook

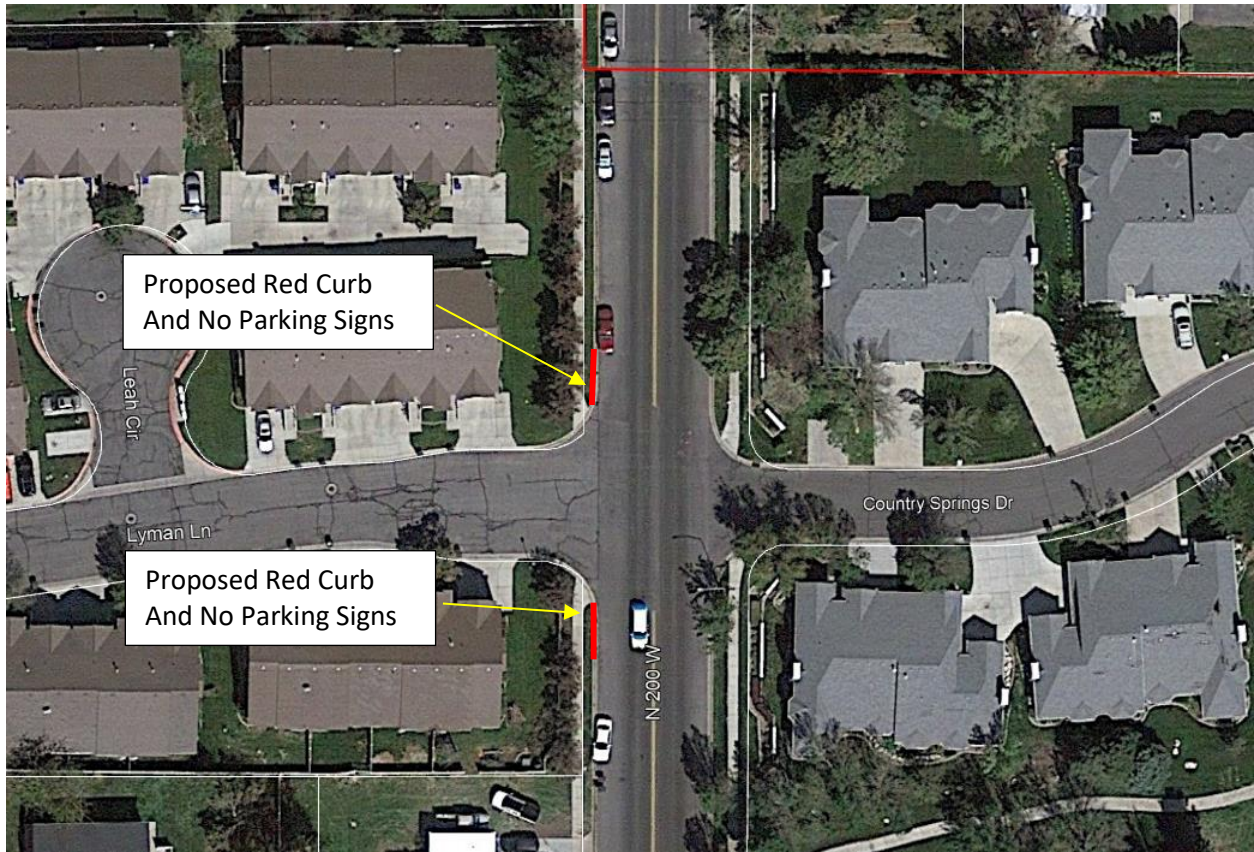
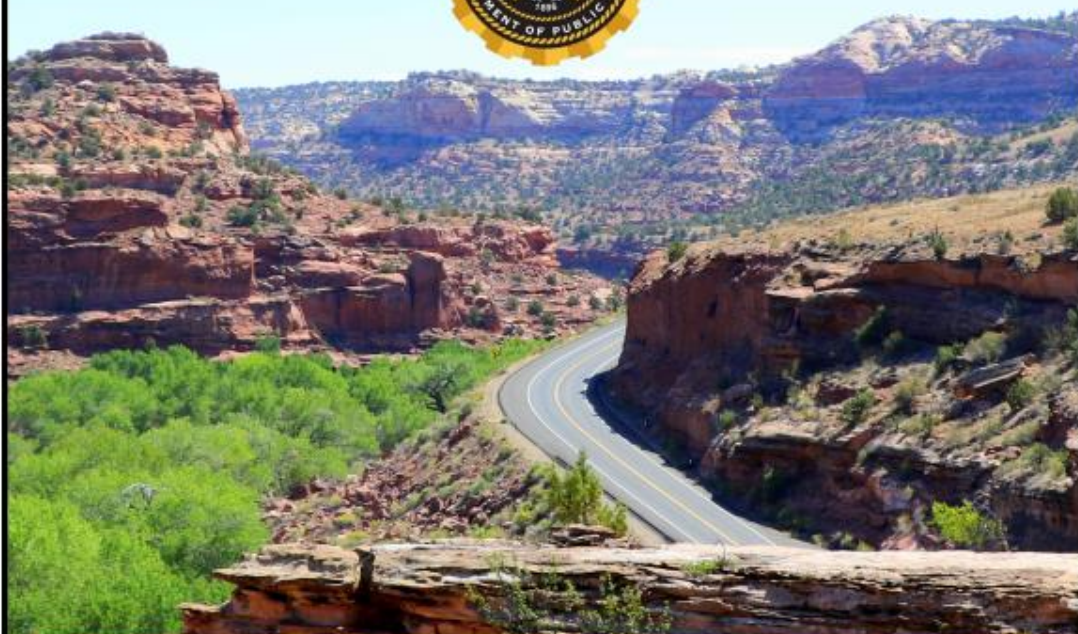


Figure 1 Pages Place PUD Proposed Red Curb Installation

# UTAH DRIVER HANDBOOK 2020 v.2



THIS HANDBOOK IS AVAILABLE AT [dld.utah.gov](http://dld.utah.gov)

**Department of Public Safety  
Driver License Division**  
PO Box 144501  
Salt Lake City, Utah 84114-4501  
801.965.4437; 888.353.4224  
[dld.utah.gov](http://dld.utah.gov)  
Scan QR code to schedule appointment



**Gary R. Herbert, Governor**  
State of Utah  
**Jess L. Anderson, Commissioner**  
Department of Public Safety  
**Chris Caras, Director**  
Driver License Division



### BEING PASSED

Stay in your lane and hold a steady speed to let the driver pass you.

### NEVER PASS:

- If there is an oncoming vehicle.
- If your view is blocked by a curve or hill.
- At intersections, or another car when stopped at a crosswalk.
- Before a railroad crossing or bridge.
- In a no passing zone.
- Slow down when passing bicyclists to give them as much space as you can.

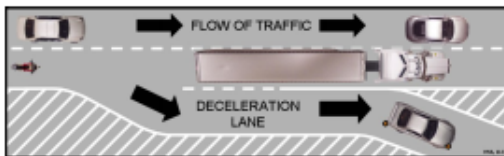
### EXITING A ROADWAY

When exiting a roadway you should plan ahead to make a safe exit. Move to the exit lane early to avoid having to make a quick lane change and keep a steady speed as long as you are on the main road. Signal, move to the exit or deceleration lane and slow to exit speed. Check for posted speed in the exit or deceleration lane and cancel your signal.

### SCHOOL BUS

If a school bus is displaying alternating flashing red light signals, visible from the front or rear you need to stop immediately before reaching the bus. Do not proceed until the flashing red lights stop.

If you are traveling on a divided highway having four or more lanes with a median separating the traffic, it is only necessary for the vehicles traveling in both lanes behind the school bus to stop, and not the traffic traveling in the opposite direction.



If you are traveling on a two-lane roadway, traffic in both directions are required to stop. If you are traveling on a four-lane roadway without a median, traffic in both directions are required to stop. If you are traveling on a highway having five or more lanes and having a shared center turn lane, it is only required for the vehicle in both lanes behind the school bus to come to a complete stop. Vehicles traveling in the opposite direction are not legally required to stop.



### PARKING

You must make sure that your vehicle is not a hazard when it is parked. Always park in a marked parking area. When parking along the road, park your vehicle as far from traffic as you can. If there is a curb, park close to it.

In the interest of public safety, there are several places where you are not allowed to park:

- On a sidewalk.
- In front of a public or private driveway.
- In an intersection.
- Within 15 feet of a fire hydrant.
- On a crosswalk.
- Within 20 feet of a crosswalk.
- Within 30 feet of any flashing beacon, stop sign, yield sign, or traffic control signal.
- In an area which is posted for pedestrian use or within 30 feet of the edges of that area.
- On any railroad track or within 50 feet of the nearest rail of a railroad crossing.
- Within 20 feet of the driveway entrance to any fire station and if signs are posted, you may not park on the opposite side of the road if you are within 75 feet of the fire station entrance.
- Alongside or opposite any street excavation or obstruction when stopping or parking would block traffic.
- On the roadway side of any vehicle stopped or parked at the edge or curb of a street (no double parking.)
- On any bridge or other elevated highway structure, or in a highway tunnel.
- At any place where official signs prohibit stopping.
- On the shoulder of any interstate highway—these areas may be used only if your vehicle breaks down or you are in physical distress.
- Red painted curbs or red zones.

### NO PARKING ZONES

Check for signs or painted curbs that may ban or limit parking. Some no parking zones are indicated by colored curb markings.



# Traffic Safety Committee Staff Report

ITEM 5

**Subject:** Discussion of Adoption of a Policy for Installation of Warning Signs for Children With Disabilities  
**Author:** City Engineer, Lloyd Cheney  
**Department:** Engineering  
**Date:** August 24, 2021



## **Background**

Bountiful City has not adopted an official policy which outlines a process to review and approve requests for the installation of warning signs for children with disabilities. Warning signs which are intended to alert drivers to the potential presence of children with disabilities such as blindness, deafness, autism or other conditions are not officially recognized by the MUTCD but are installed by communities based on requests from parents/guardians.

## **Analysis**

Since these signs are not officially recognized or regulated under the MUTCD, the approval for installation of these signs falls to the City Council. The consensus in the industry is that these signs are of limited effectiveness, but do serve a useful purpose.

## **Department Review**

This proposal has been reviewed by the City Engineer/Public Works Director, Police Chief and Street Department Director.

## **Recommendation**

The City Engineer recommends the Traffic Safety Committee adopt the policy for warning sign installations.

## **Significant Impacts**

No significant impacts are anticipated. The policy outlines the requirement of the parent/guardian to pay for the sign materials. Bountiful City will install and remove the signs.

## **Attachments**

Draft Policy



# BOUNTIFUL

City of Beautiful Homes and Gardens

**RANDY C. LEWIS**  
MAYOR

**CITY COUNCIL**  
MILLIE SEGURA BAHR  
KATE BRADSHAW  
KENDALYN HARRIS  
RICHARD HIGGINSON  
CHRIS R. SIMONSEN

**CITY MANAGER**  
GARY HILL

Bountiful City Engineering Department

**DRAFT** Policy for Installation of Warning Signs for Children with Disabilities

Date: 24 August 2021

## 1.0 PURPOSE

The purpose of this policy is to standardize the administrative procedures used by Bountiful City for the installation of warning signs for children with disabilities.

## 2.0 ELIGIBILITY CRITERIA

- 2.1 Age: Children must be between the ages of 2 and 18 at the time of the sign request.
- 2.2 Evidence of Disability: A certification may be submitted by the parent/guardian as part of the request for a sign.
- 2.3 Sign requests shall be reviewed by the Traffic Safety Committee, and a recommendation for approval submitted to the City Council for final approval.
- 2.4 Signs will be removed when the child moves from the residence or at the 18<sup>th</sup> birthday of the child.

## 3.0 INSTALLATION

- 3.1 Signs will only be installed on residential streets where the default or posted speed limit is 25 mph.
- 3.2 Signs will be installed at the extension of the nearest adjacent property line (where possible) but not farther than 150 feet from the property lines of the home of the parent or guardian responsible for the child.
- 3.3 Parent/Guardian shall notify the Street Department Director if the child moves or when the child turns 18, at which time the signs will be removed.
- 3.4 Parent/Guardian agrees to pay the material costs for sign installation. Bountiful City will provide labor and equipment.

City Engineer | Public Works Director

**Lloyd N. Cheney, P. E., P.L.S.**

City Engineer | Public Works Director • Bountiful City Engineering Department  
790 South 100 East • Bountiful, Utah 84010 • (801) 298-6125 • FAX (801) 298-6033  
CELL (801) 643-1140 • lcheney@bountifulutah.gov

# Traffic Safety Committee Staff Report

ITEM 6

**Subject:** Consider Installation of Warning Sign for Child With Disability at 72 Viewcrest Circle  
**Author:** City Engineer, Lloyd Cheney  
**Department:** Engineering  
**Date:** August 24, 2021



---

## **Background**

Sharon Lloyd, 72 Viewcrest Circle, requests consideration of the installation of warning signs for her four year old son who has Sticklers Syndrome which affects his vision.

## **Analysis**

Since these signs are not officially recognized or regulated under the MUTCD, the approval for installation of these signs falls to the City Council. The applicant's home is a corner lot located at the Viewcrest Drive and Viewcrest Circle intersection, and is also in close proximity to the intersection of 75 South and Viewcrest Drive, so it would be appropriate to add an additional sign to cover the streets approaching the Lloyd's home.

## **Department Review**

This proposal has been reviewed by the City Engineer/Public Works Director, Police Chief and Street Department Director.

## **Recommendation**

The City Engineer recommends the Traffic Safety Committee forward a positive recommendation to the City Council for installation of the signs, per the policy, as shown in the attached map.

## **Significant Impacts**

No significant impacts are anticipated. The policy outlines the requirement of the parent/guardian to pay for the sign materials. Bountiful City will install and remove the signs.

## **Attachments**

Vicinity map with sign locations.



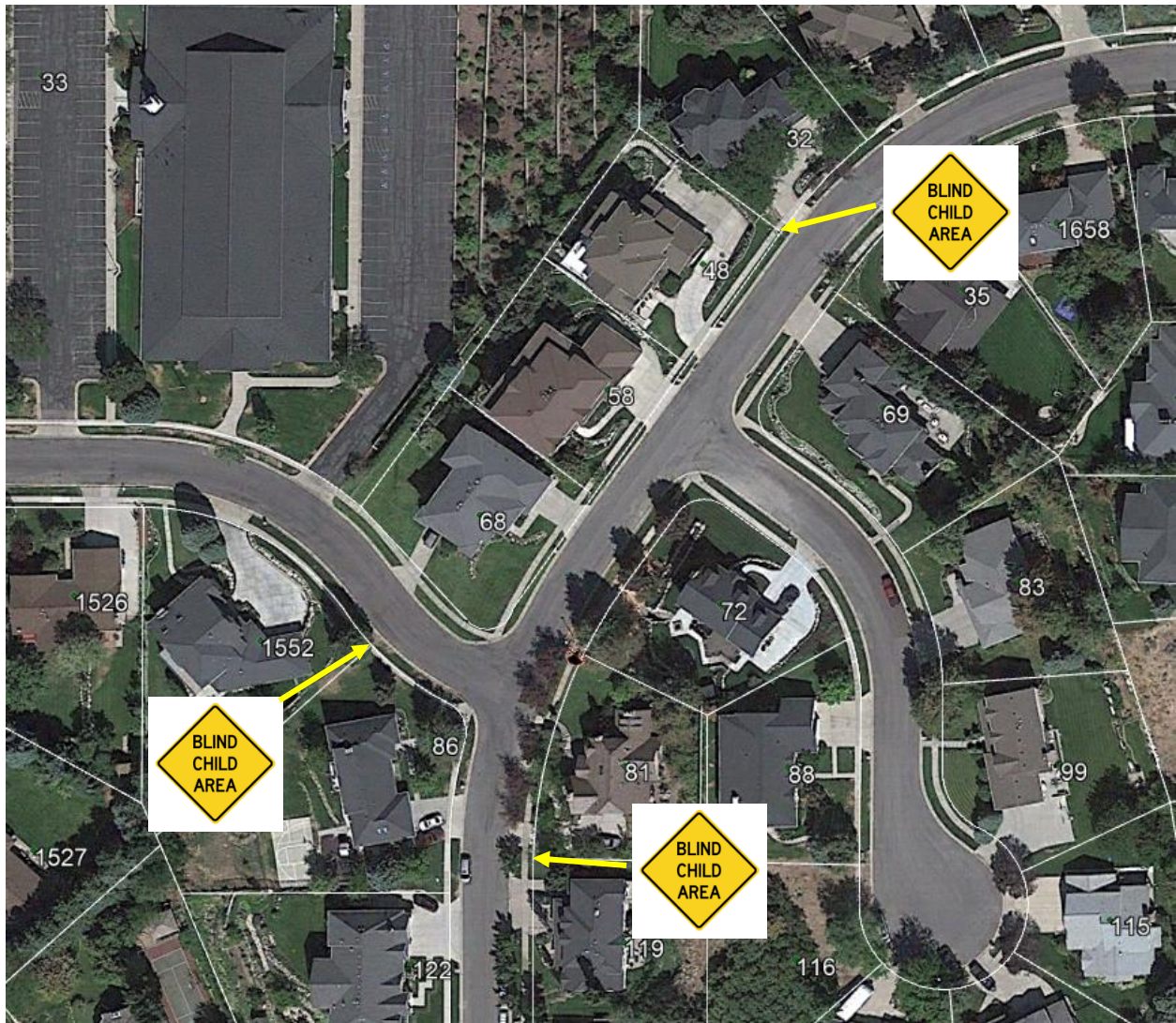


Figure 1 Proposed Sign Installation Locations



# Traffic Safety Committee Staff Report

ITEM 7

**Subject:** Consider Request for Installation of 25 MPH Speed Limit Signs on Indian Springs Road  
**Author:** City Engineer, Lloyd Cheney  
**Department:** Engineering  
**Date:** August 24, 2021



## **Background**

Allison Fletcher, 421 Indian Springs Road, requests consideration of the installation of 25 MPH speed limit signs on Indian Springs Road. Mrs. Fletcher has also requested speed bumps to be installed.

## **Analysis**

Indian Springs Rd is a minor collector road which provides connectivity from Bountiful Blvd to the 400 E/3100 S intersection. It is a narrow (two lane, 28 ft pavement width) road with a sharp curve near it's east end. This segment of road is approximately 2700 ft long with slopes ranging from 5 to 15%. The steeper portions of the road are relatively close to the stop signs at either end of the segment. The sharp curve is signed with chevron arrows to alert drivers to the change in roadway alignment. There are no speed limit signs currently posted on this street.

The Engineering Department conducted a speed study on July 28, 2021. Of the 885 vehicles that were counted, approximately 90% of the cars exceeded the default speed limit of 25 mph. The 85<sup>th</sup> percentile speed was calculated at 34.4 mph, and would indicate that a pair of 25 mph speed limit signs would be an appropriate action to take.

Mrs. Fletcher has also requested the City install speed bumps in this road segment. While this may be an appropriate action to take in more favorable geometric conditions or where the roadway has better exposure to the sun during the winter months, it is the opinion of the City Engineer that this would not be an appropriate location to install speed bumps. Speed bumps pose issues for snow removal and are not generally considered to be appropriate speed control measures on streets with a steep grade.

## **Department Review**

This proposal has been reviewed by the City Engineer/Public Works Director, Police Chief and Street Department Director.

## **Recommendation**

The City Engineer recommends the Traffic Safety Committee forward a positive recommendation to the City Council for installation of two 25 mph signs on Indian Springs Rd, as shown in the attached map.

## **Significant Impacts**

No significant impacts are anticipated. The Engineering Dept will conduct a speed study approximately one year after the signs have been installed to understand the effectiveness of this action.

**Attachments**

Vicinity map with sign locations.

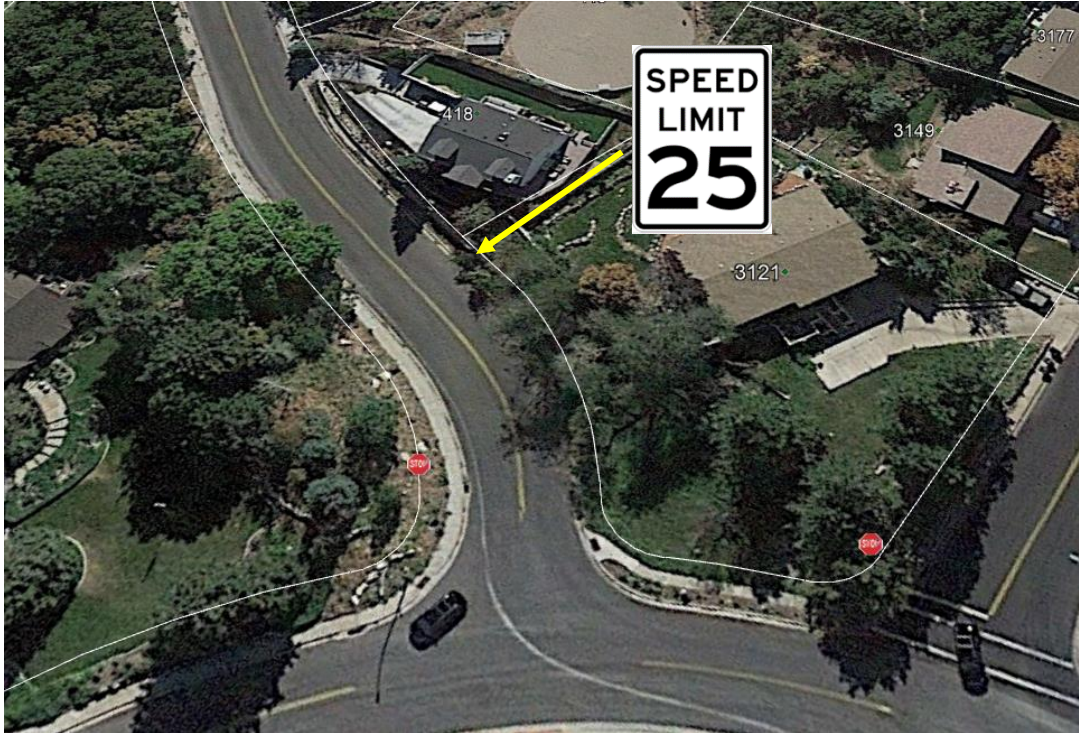


Figure 1 Speed Limit sign location for eastbound traffic



Figure 2 Speed Limit sign installation location for westbound traffic





# City Council Staff Report



**Subject:** Cemetery Maintenance Shop Expansion  
**Author:** Brock Hill  
**Department:** Cemetery  
**Date:** 24 August 2021

## **Background**

Bountiful Cemetery carries a reputation as being well maintained with kind, courteous, and helpful staff. The expectation of timely and respectful services along with maintaining the Cemetery at high levels, where family and friends come to mourn the passing of loved ones, has always been a high priority for City Officials, the cemetery superintendent, and maintenance staff.

The current 3 bay maintenance shop was built in the late 1970's and a small shed used to hold soil for backfilling graves, was built a few years later. Existing at that time, was a 3-bedroom rock house that still stands today. It was built sometime in the 1950's and is used primarily for mower and turf maintenance equipment storage.

## **Analysis**

Great improvements have been made at the Cemetery over the past couple years. With Council approval we have installed a 48 space Urn Niche, have just finished the first phase of the Healing Gardens in connection with the Urn Niche, and completed the landscape improvements of Plat R. Plat R is the final developable area in the west property of the Cemetery and is now available for citizens to purchase burial plots. With approximately 2450 new plots available in Plat R and an additional 313 single and 71 double plots in other areas of the Cemetery, we have 2834 available for purchase. Our current average rate of plot sales per year is 400. At this rate it will be necessary to begin development in the east property of the Cemetery in 5-6 years.

With the increase of burials of all kinds, the lack of storage and yard space for current operations, and the age and dilapidation of existing structures and utilities, it is necessary to make improvements to the existing shop and maintenance yard. This will be accomplished by adding two new service bays, maintenance office, and employee bathroom onto the east end of the current maintenance building. We will expand the maintenance yard by removing the existing and unsafe rock house along with the caved in septic system, vinyl fence, and rear landscaping (see concept drawing).

3 construction companies were contacted for bid submittals: CenterPoint Construction, REDD Engineering and Construction, and Foxwood Construction. The bids are as follows:

- CenterPoint Construction: no bid/non-responsive
- REDD Engineering and Construction: \$195,455.70
- Foxwood Construction \$226,300.00

### **Department Review**

This Staff Report was completed by the Parks and Cemetery Departments.

### **Significant Impacts**

Existing bathroom facilities at the maintenance shop have failed. Staff is currently using facilities at the Cemetery office, often interrupting families trying to plan funeral services. Without these improvements these uncomfortable disruptions will continue. In addition, as we plan to move operations across 200 West to the east property of the Cemetery, it will become increasingly difficult for staff to store needed burial supplies and materials, burial vaults, and maintain equipment.

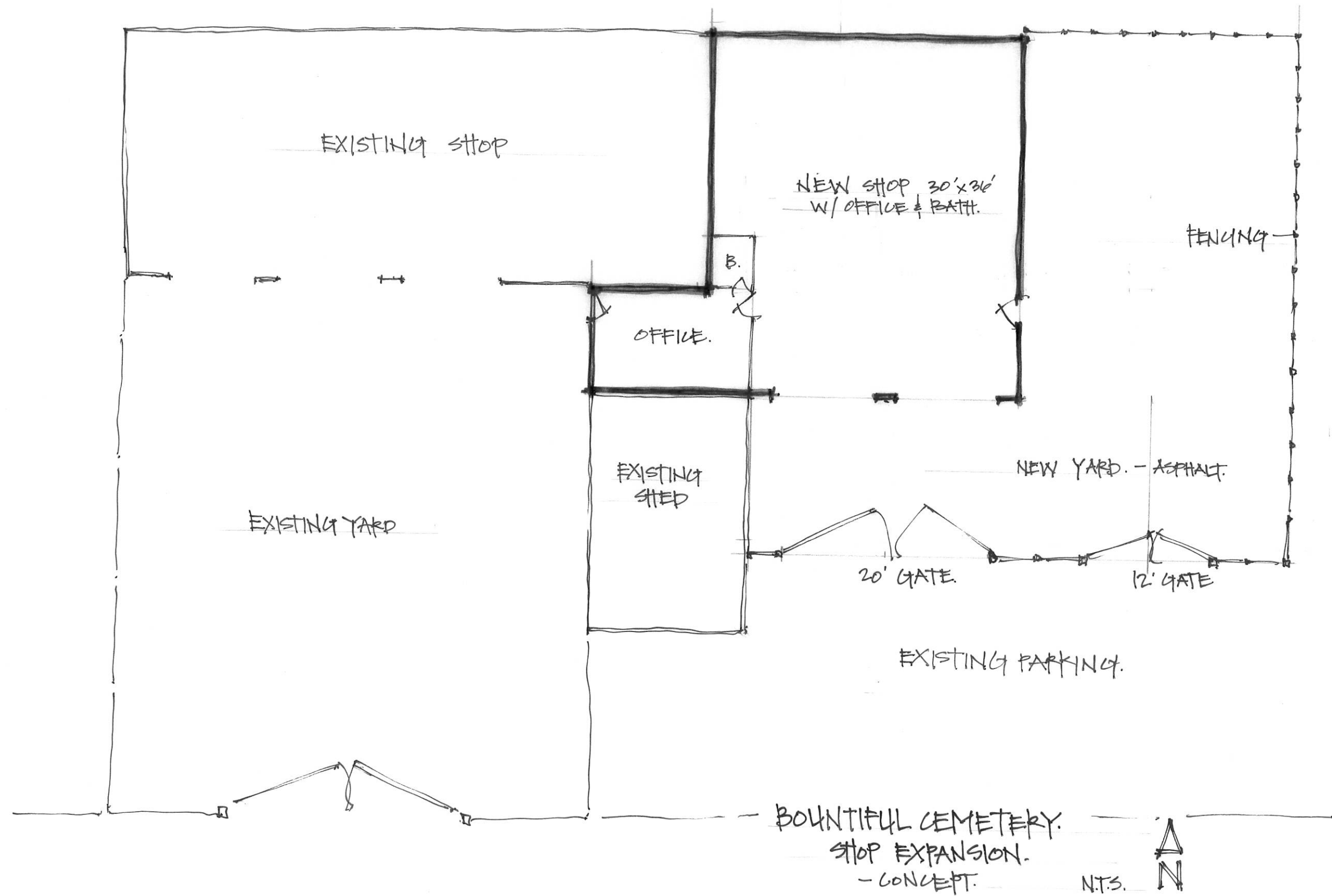
These improvements are budgeted for in the FY2021 Cemetery Long-Term Capital Plan with sufficient funds to cover associated construction costs.

### **Recommendation**

Staff recommends the Council approve the plans to improve and expand the Cemetery maintenance shop and yard and award the construction bid to REDD Engineering and Construction in the amount of \$195,455.70.

### **Attachments**

Basic Concept plan for the Cemetery maintenance shop and yard expansion  
Construction bids available upon requested







# City Council Staff Report



**Subject:** Site Plan Review for a Fast-Food Restaurant with a Drive-up (Thirst Drinks)  
**Author:** Kendal Black, Assistant Planner  
**Address:** 1545 South Main Street  
**Date:** August 24, 2021

---

## Background

The Applicant, Alex Winder, representing Thirst Drinks, a specialty drink and treat establishment, requests a conditional use permit for a change of use from an *Automobile Sales/Rental New/Used/Lease* use to a *Fast-Food Restaurant with a Drive-Up* use at 1545 South Main Street, located in the General Commercial (C-G) subzone. The Bountiful City Land Use Code requires a business changing uses to submit a site plan review application. The subject property is located south of the Five Points intersection in the former George West automobile dealership and recent Enterprise Rent-A-Car location. The subject property is bordered by other commercial uses in the C-G subzone to the north and south.

During the August 17, 2021, Planning Commission meeting, the Commission unanimously (6-0) approved the Conditional Use Permit (CUP) for a *Fast-Food Restaurant with a Drive-Up*. The Commission also reviewed the Site Plan application and unanimously (6-0) forwarded a positive recommendation to the City Council.

## Analysis

The layout of the property would undergo minor changes that would allow for a drive-through into the existing garage (which was previously a drive-through). The proposal includes removing the masonry wall that currently encloses the west side of the drive-through. The southwest drive access is proposed to be closed and landscaping added in its place. The northeast drive access would be reduced in width, and the number of angled parking stalls reduced to accommodate movements in and out of the angled parking along the north side of the site. The drive-through lanes are to be painted on the asphalt and the current canopies in the parking lot are proposed to remain in place. An excavation permit will be required for any modifications to the improvements in the public right-of-way.

The Bountiful City Land Use Code requires six (6) stacking spaces for a Fast-Food Restaurant with (or without) a drive-through. The proposal includes fifteen (15) stacking spaces in the drive-through lane. The proposed drive-through lane includes two (2) side-by-side lanes until it reaches the southwest corner where they merge into one (1) lane. The additional stacking spaces reduce and mitigate vehicles interfering with traffic on 200 West. Patrons are to enter the drive access at the northeast corner of the property from 200 West, enter the drive-through lane, proceed to the single lane, move up to the service window to pay for and receive their order, and then exit out of the southeast drive access and back onto 200 West. The drive access at the northwest portion of the property is proposed to be reduced in width, be one-way, and be used for the employees to exit out of and for patrons as an emergency exit. Staff recommends adding

a sign facing Main Street at the northwest drive access to discourage cars from entering through this point.

The proposed site plan shows that floor area of the proposed use is approximately 600 square feet. The proposal includes seven (7) parking spaces and one (1) ADA parking space on the property, totaling eight (8) parking spaces. Fast-food restaurants are have one (1) parking space for each two (2) seats or one (1) parking space for each one hundred (100) square feet of floor area when the number of seats is unknown. As the proposed use will be drive-through only and will not provide dining in/walk-up services, the proposal complies with the required parking.

### **Department Review**

This staff report was written by the Planning Department and reviewed by the City Engineer, Planning Director, City Attorney, and City Manager

### **Significant Impacts**

The proposed use is located with frontages on both Main Street and 200 West, although access is only on 200 West, close to the roundabout on 1500 South and Main Street. This is a busy intersection and will cause more traffic to frequent the area. It adds a commercial use in a building that might otherwise sit vacant for years to come, as the building and property have many unique features.

### **Recommendation**

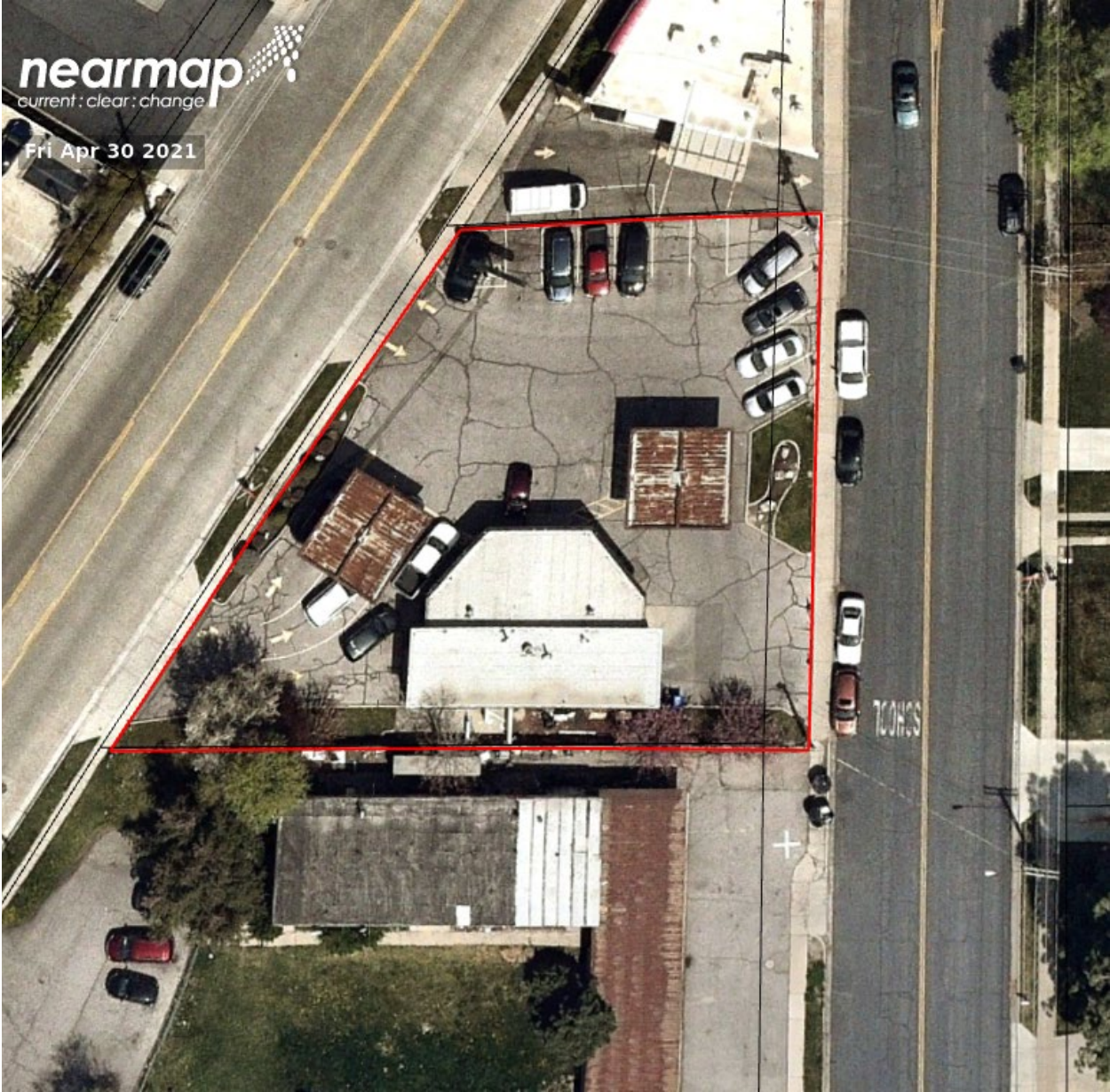
Staff recommends that the City Council review the proposal, and approve the Site Plan with the following Conditions of Approval:

1. Prior to applying for a building permit the Applicant shall:
  - a. Show plans to add one (1) street tree between the two (2) drive accesses on the street frontage of 200 West, and three (3) street trees in the new landscaped area on the western and southwestern Main Street frontage.
  - b. Show plans to add one (1) ornamental tree and/or shrubs to meet the Code in the two (two) new landscape areas next to the building (one (1) on the east side and one (1) on the west side).
  - c. Add trees and shrubs in the southwest corner, where the drive access is being closed off and filled with landscaping, and along the Main Street frontage.
  - d. Show the plan to add sign stating “Exit Only – Do Not Enter” or similar sign to the northwest drive access.

### **Attachments**

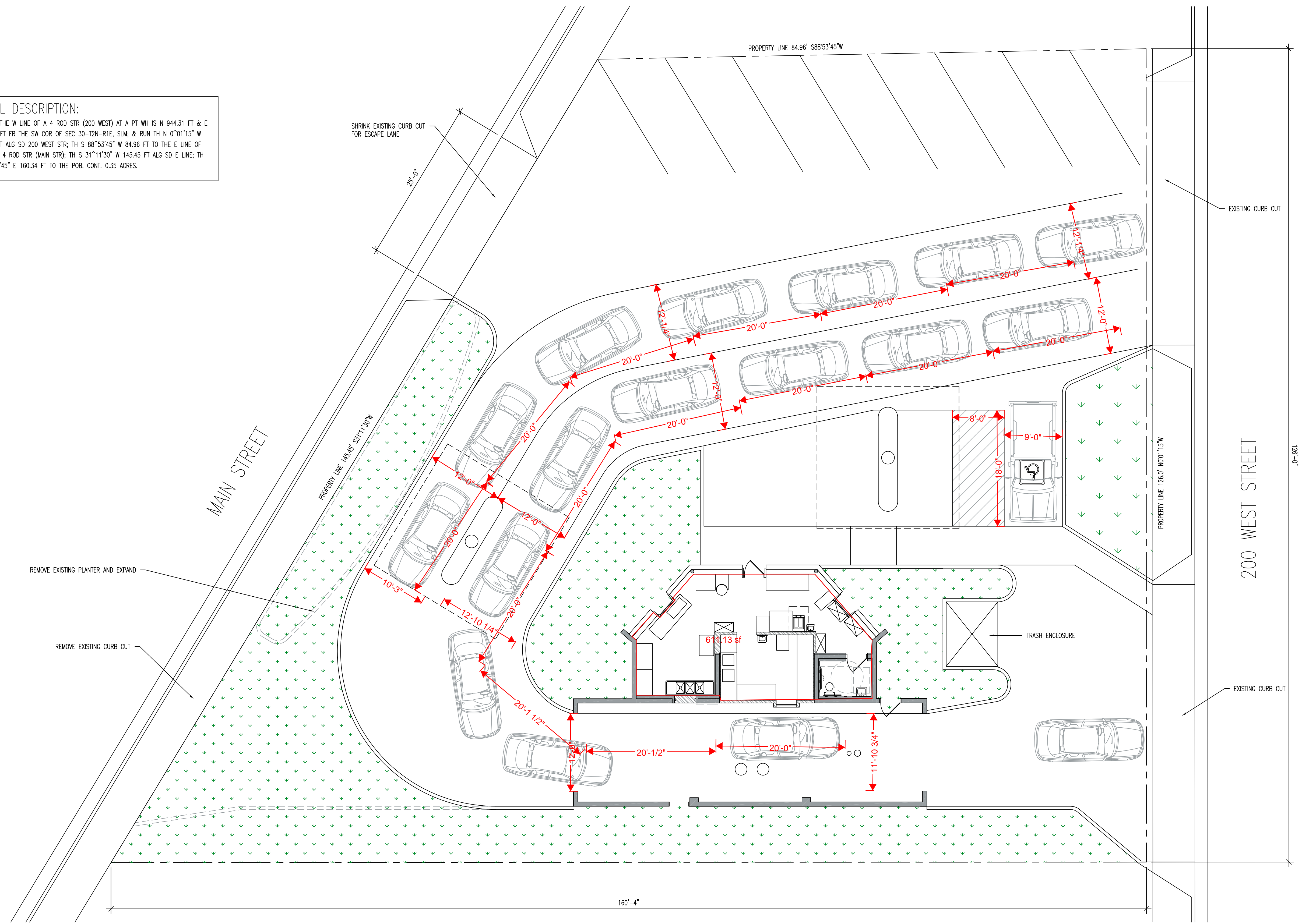
1. Aerial photo
2. Site and Landscape Plan
3. Utility and Demo Plan
4. Building Elevations/Architectural Rendering

Aerial Photo





**LEGAL DESCRIPTION:**  
 BEG ON THE W LINE OF A 4 ROD STR (200 WEST) AT A PT WH IS N 944.31 FT & E 1633.87 FT FR THE SW COR OF SEC 30-12N-R1E, SLM; & RUN TH N 0°01'15" W 126.00 FT ALG SD 200 WEST STR; TH S 88°53'45" W 84.96 FT TO THE E LINE OF ANOTHER 4 ROD STR (MAIN STR); TH S 31°11'30" W 145.45 FT ALG SD E LINE; TH N 89°58'45" E 160.34 FT TO THE POB. CONT. 0.35 ACRES.



**DEMOLITION PLAN**  
 SCALE: 1/4" = 1'-0"  
 NORTH

**\*\*All red measurements were added by Kendal Black on 8/9/2021. KCB\*\***

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**VINCENT DESIGN GROUP, INC.**  
**ARCHITECTS AND PLANNERS**

**VDG**

401 EAST 1700 SOUTH, SALT LAKE CITY, UTAH (801) 484-2046

INTERIOR REMODEL FOR NEW:  
**THIRST DRIVE-UP DRINK STORE**  
**BOUNTIFUL BRANCH**

1545 SOUTH MAIN STREET  
 BOUNTIFUL, UTAH

SITE PLAN

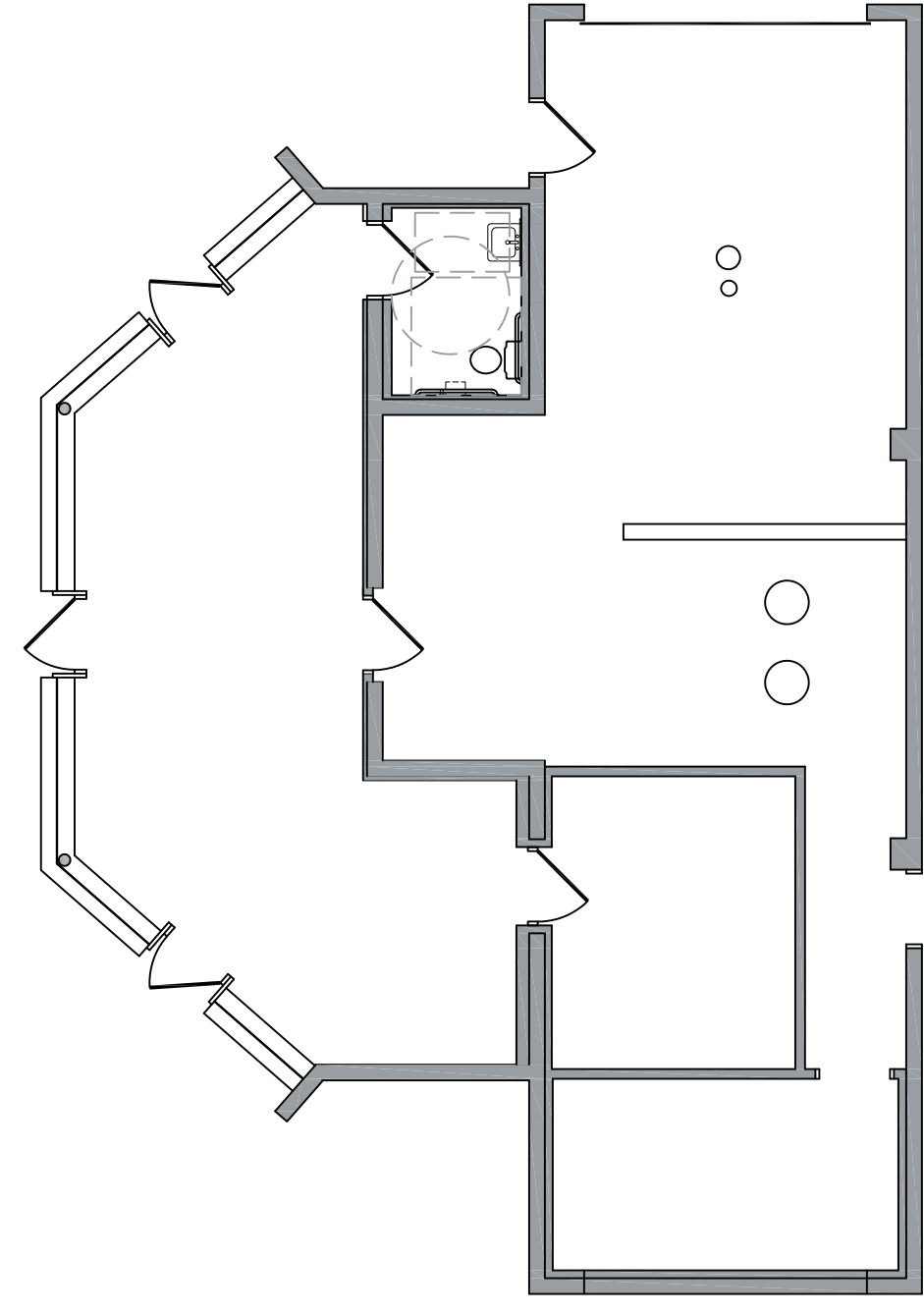
ARCH. PROJECT NO: XX-XXX  
 DATE: 6/23/21  
 DRAWN BY: BRENT  
 CHECKED BY:  
 DESIGNED BY:

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DATE	REVISION

SHEET TITLE  
**SD-1.00**  
 ARCHITECTURAL



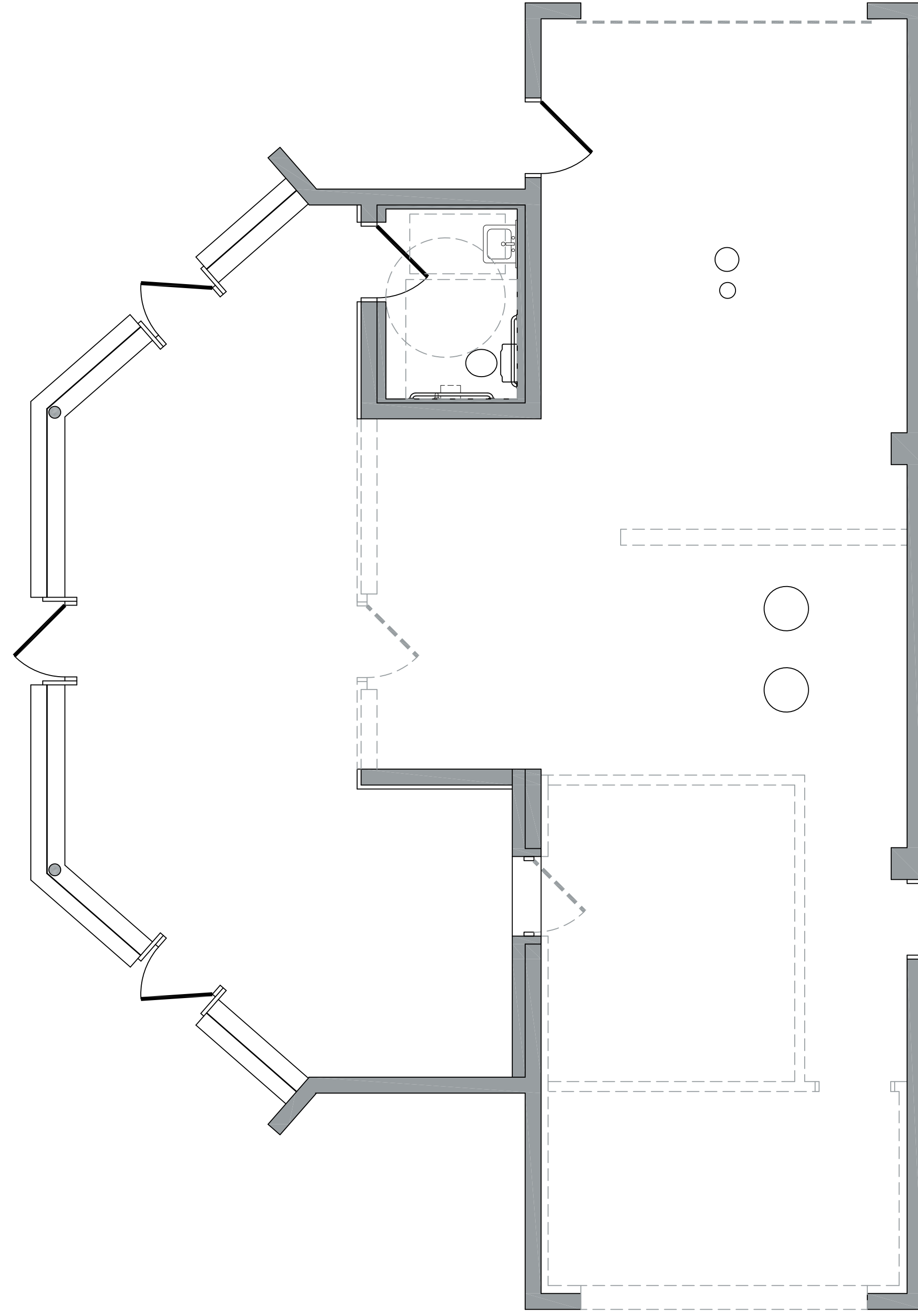


**AS-IS FLOOR PLAN**

SCALE: 1/8" = 1'-0"



NORTH

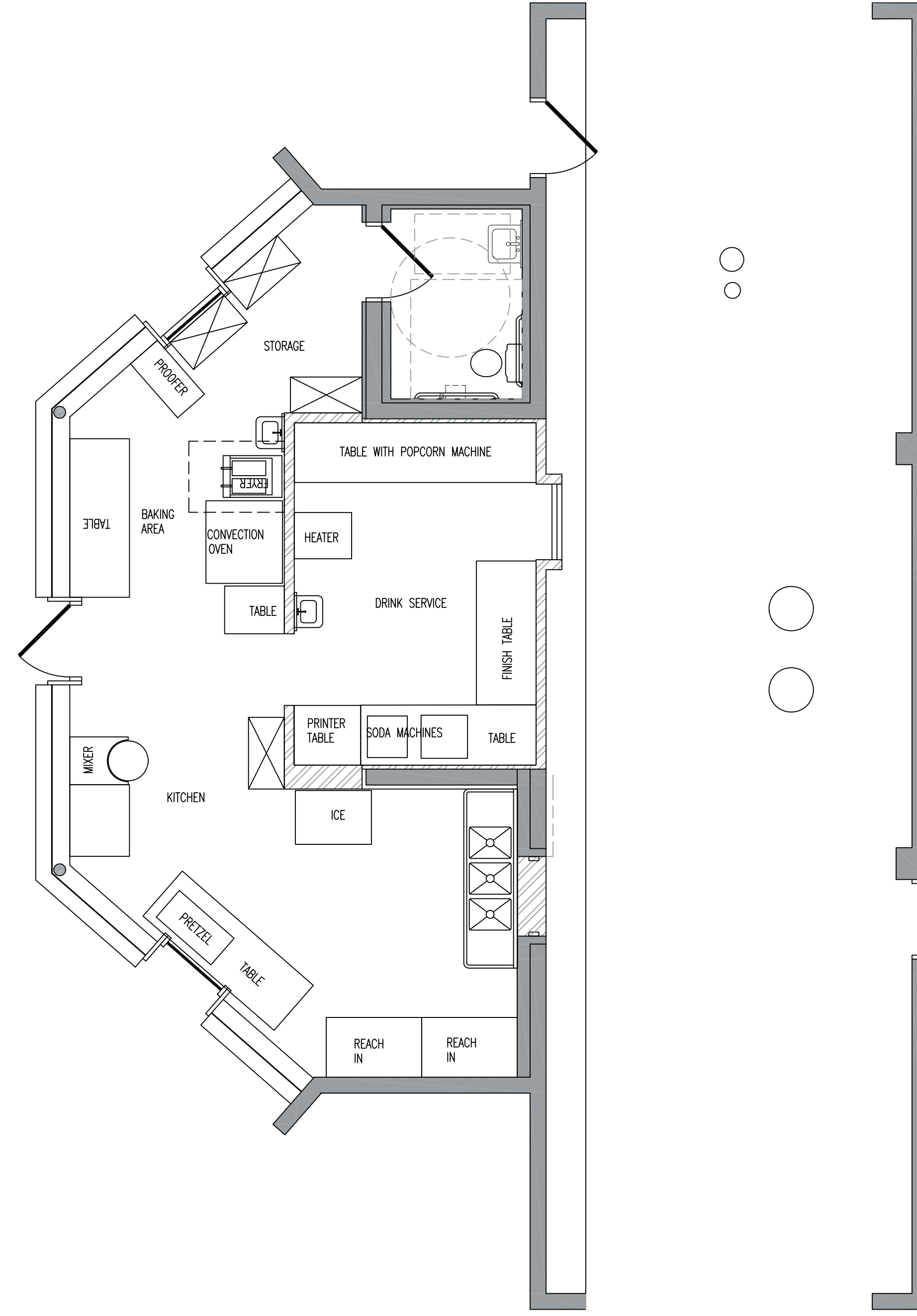


**DEMOLITION PLAN**

SCALE: 1/4" = 1'-0"



NORTH



**DEMOLITION PLAN**

SCALE: 1/4" = 1'-0"



NORTH

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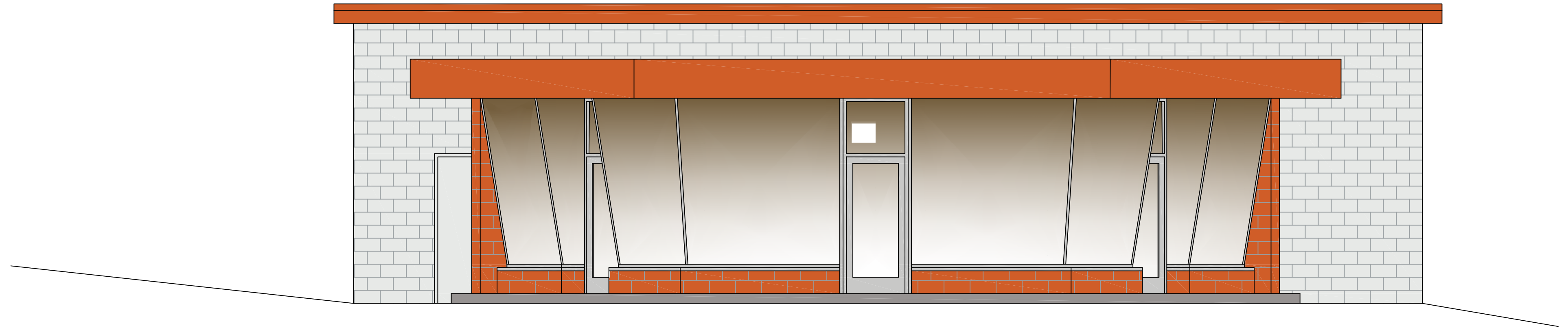
INTERIOR REMODEL FOR NEW:  
**THIRST DRIVE-UP DRINK STORE**  
**BOUNTIFUL BRANCH**  
 1545 SOUTH MAIN STREET  
 BOUNTIFUL, UTAH  
 PLANS

ARCH. PROJECT NO:	XX-XXX
DATE:	6/23/21
DRAWN BY:	BRENT
CHECKED BY:	
DESIGNED BY:	

DATE	REVISION

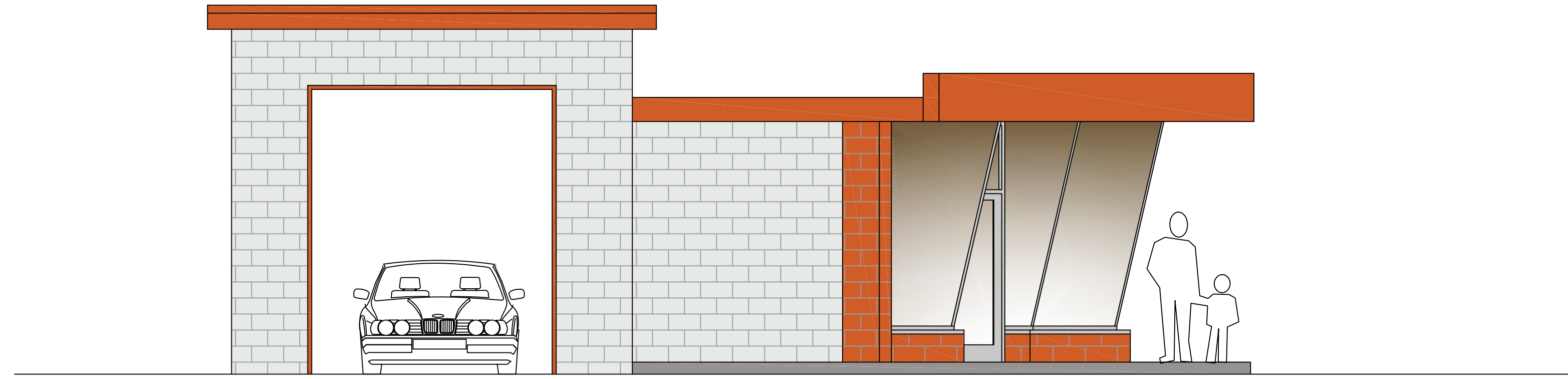
SHEET TITLE  
**A-1.00**  
 ARCHITECTURAL

**VDG**  
 VINCENT DESIGN GROUP, INC.  
 ARCHITECTS AND PLANNERS  
 401 EAST 1700 SOUTH, SALT LAKE CITY, UTAH (801) 484-2046



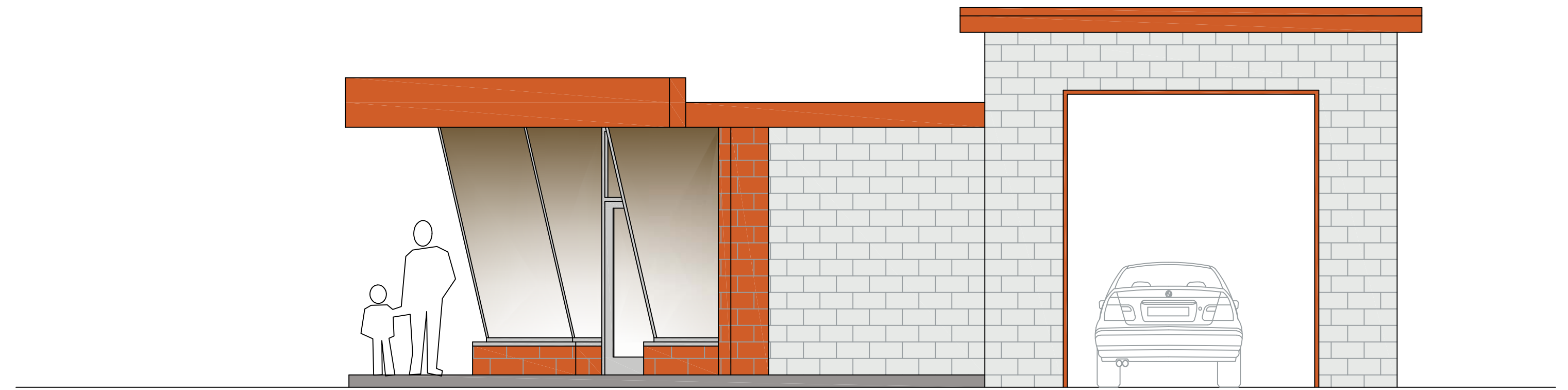
**NORTH ELEVATION**

SCALE: 1/4" = 1'-0"



**EAST ELEVATION**

SCALE: 1/4" = 1'-0"



**WEST ELEVATION**

SCALE: 1/4" = 1'-0"

ALL IDEAS, DESIGNS, ARRANGEMENTS, AND PLANS INDICATED OR REPRESENTED BY THIS DRAWING ARE OWNED BY AND THE PROPERTY OF VINCENT DESIGN GROUP, INC. AND WERE CREATED, EVOLVED, AND DEVELOPED WITH THIS SPECIFIED PROJECT. NONE OF THE IDEAS, DESIGNS, ARRANGEMENTS, OR PLANS SHALL BE USED BY OR DISCLOSED TO ANY PERSON, FIRM, OR CORPORATION FOR ANY PURPOSE WHATSOEVER WITHOUT WRITTEN CONSENT OF VINCENT DESIGN GROUP, INC. WARNINGS: REPRODUCTION HEREOF IS A CRIMINAL OFFENSE UNDER 18 U.S.C. SEC. 506 UNAUTHORIZED DISCLOSURE MAY CONSTITUTE TRADE SECRET MISAPPROPRIATION, IN VIOLATION OF I.C. 24-2-31 ET. SEC. AND OTHER LAWS.

**VDG**  
VINCENT DESIGN GROUP, INC.  
ARCHITECTS AND PLANNERS

401 EAST 1700 SOUTH, SALT LAKE CITY, UTAH (801) 484-2046

INTERIOR REMODEL FOR NEW:  
**THIRST DRIVE-UP DRINK STORE**  
**BOUNTIFUL BRANCH**

1545 SOUTH MAIN STREET  
BOUNTIFUL, UTAH

EXTERIOR ELEVATIONS

ARCH. PROJECT NO:	XX-XXX
DATE:	6/23/21
DRAWN BY:	BRENT
CHECKED BY:	
DESIGNED BY:	
© COPYRIGHT VDG ARCHITECTS	

DATE	REVISION

SHEET TITLE  
**A-2.00**  
ARCHITECTURAL

# City Council Staff Report

**Subject:** Tyler Technologies Software Maintenance  
**Author:** Alan West  
**Department:** Information Technology  
**Date:** August 24, 2021



## Background

Tyler Technologies provides support for all Bountiful City financial software. Software Support Maintenance Agreements (SSMA) are usual and customary in the computer software industry.

## Analysis

Through this maintenance agreement we receive all updates and enhancements to the Munis software. The contract also provides full access to Tyler's technical support staff to resolve issues or get general processing help. Tyler System Management Services Support (TSM) provides comprehensive real-time system analysis and management of all servers and updates.

## Department Review

During the budget process the Information Technology staff provides each department a detailed analysis of expected computer-related costs. The projected Tyler Technologies software maintenance costs are included in that report.

## Significant Impacts

Keeping our software up to date is critical. Accurate processing of all transactions related to Finance, Payroll, Accounts Payable, Utility Billing, Permits & Inspections, etc. is vital to the day-to-day operations of the City. Most city departments share in the cost of this software maintenance. Sufficient funding has been included in the budgets of all affected departments.

## Recommendation

The Information Technology staff recommends that City Council approve the annual Tyler Technologies Software Maintenance contract as follows:

• Financial Software Support & Update Licensing:	<b>\$68,087.86</b>
• Tyler System Management Services Support:	<b>\$17,307.34</b>
• Tyler Unlimited Client Access Maintenance:	<b>\$ 1,650.00</b>
<b>TOTAL:</b>	<b><u>\$87,045.20</u></b>

## Attachments

Copies of related invoices

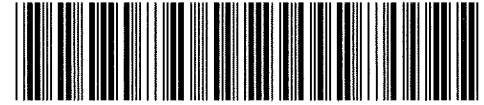


**Remittance:**  
 Tyler Technologies, Inc  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

# Invoice

<b>Invoice No</b>	<b>Date</b>	<b>Page</b>
045-347820	08/01/2021	1 of 2

**Questions:**  
 Tyler Technologies- ERP & Schools  
 Phone: 1-800-772-2260 Press 2, then 1  
 Email: ar@tylertech.com



Bill To: CITY OF BOUNTIFUL  
 ATTN: ALAN WEST  
 790 SOUTH 100 EAST  
 BOUNTIFUL, UT 84010

Ship To: CITY OF BOUNTIFUL  
 ATTN: ALAN WEST  
 790 SOUTH 100 EAST  
 BOUNTIFUL, UT 84010

<b>Cust No.-BillTo-ShipTo</b>	<b>Ord No</b>	<b>PO Number</b>	<b>Currency</b>	<b>Terms</b>	<b>Due Date</b>
41630 - MAIN - MAIN	151659		USD	NET30	08/31/2021

Date	Description	Units	Rate	Extended Price
Contract No.: BOUNTIFUL, UT				
	TYLER UNLIMITED CLIENT ACCESS MAINTENANCE	1	1,650.00	1,650.00
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - WORK ORDERS	1	2,624.17	2,624.17
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - ACCTG/GL/BUDGET/AP	1	8,502.84	8,502.84
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - MUNIS OFFICE	1	1,466.00	1,466.00
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - BUSINESS & VENDOR SELF SERVICE	1	1,466.00	1,466.00
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - BUSINESS LICENSES	1	1,759.21	1,759.21
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - CENTRAL PROPERTY FILE	1	0.00	0.00
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - CITIZEN SELF SERVICE	1	1,935.12	1,935.12
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - FIXED ASSETS	1	2,257.65	2,257.65
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - GENERAL BILLING	1	879.61	879.61
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - HUMAN RESOURCES MANAGEMENT	1	2,257.65	2,257.65
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - INVENTORY	1	2,096.41	2,096.41
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - MUNIS MAPLINK	1	2,492.23	2,492.23
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - ACCOUNTS RECEIVABLE	1	1,935.12	1,935.12
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - PAYROLL WITH EMPLOYEE SELF SERVICE	1	4,720.54	4,720.54
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - PERMITS & CODE ENFORCEMENT	1	7,167.13	7,167.13
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - ROLE TAILORED DASHBOARD	1	1,466.00	1,466.00
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
	SUPPORT & UPDATE LICENSING - TYLER CASHIERING	1	3,225.22	3,225.22
	Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022			
				100





**Remittance:**  
 Tyler Technologies, Inc  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

# Invoice

<b>Invoice No</b>	<b>Date</b>	<b>Page</b>
045-347820	08/01/2021	2 of 2

**Questions:**  
 Tyler Technologies- ERP & Schools  
 Phone: 1-800-772-2260 Press 2, then 1  
 Email: ar@tylertech.com

Bill To: CITY OF BOUNTIFUL  
 ATTN: ALAN WEST  
 790 SOUTH 100 EAST  
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Ship To: CITY OF BOUNTIFUL  
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<b>Cust No.-BillTo-ShipTo</b>	<b>Ord No</b>	<b>PO Number</b>	<b>Currency</b>	<b>Terms</b>	<b>Due Date</b>
41630 - MAIN - MAIN	151659		USD	NET30	08/31/2021

Date	Description	Units	Rate	Extended Price
	SUPPORT & UPDATE LICENSING - TYLER CONTENT MANAGER SE Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022	1	4,104.81	4,104.81
	SUPPORT & UPDATE LICENSING - TYLER FORMS PROCESSING Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022	1	3,257.79	3,257.79
	SUPPORT & UPDATE LICENSING - TYLER REPORTING SERVICES Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022	1	3,054.18	3,054.18
	SUPPORT & UPDATE LICENSING - UTILITY BILLING INTERFACE Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022	1	2,418.90	2,418.90
	SUPPORT & UPDATE LICENSING - UTILITY BILLING CIS Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022	1	6,743.63	6,743.63
	SUPPORT & UPDATE LICENSING - PURCHASE ORDERS Maintenance: Start: 29/Sep/2021, End: 28/Sep/2022	1	2,257.65	2,257.65
	TYLER SYSTEM MANAGEMENT SERVICES SUPPORT Maintenance: Start: 01/Sep/2021, End: 31/Aug/2022	1	17,307.34	17,307.34

**\*\*ATTENTION\*\***  
 Order your checks and forms from  
 Tyler Business Forms at 877-749-2090 or  
 tylerbusinessforms.com to guarantee  
 100% compliance with your software.

<b>Subtotal</b>	87,045.20
<b>Sales Tax</b>	0.00
<b>Invoice Total</b>	87,045.20



# City Council Staff Report



**Subject:** 477 ACSR wire Bid Approval  
**Author:** Allen Ray Johnson, Director  
**Department:** Light & Power  
**Date:** August 24, 2021

---

## **Background**

We need to purchase 477 ACSR wire for the 3100 South project. The wire is currently not available to most vendors, so we had to single source this item.

## **Analysis**

Invitations to submit a bid for the ACSR wire were sent out to two (2) major suppliers.

17,340' 477.0 ACSR 26/7 STR BARE

We received and opened bids on July 14, 2021. The results are as follows:

<b>Distributors/Manufacture</b>	<b>Total Cost</b>	<b>Delivery</b>
<b>Anixter Power Solutions- Salt Lake City, Utah</b>	\$30,917.00	4-6 weeks
<b>Northern Power Centerville, Utah</b>	Not able to quote	unknown

Because of the difficulty of finding this wire only one vendor was able to submit a bid.

## **Department Review**

This has been reviewed by Staff and the City Manager.

## **Significant Impacts**

This wire will be purchased and placed into inventory until needed.

## **Recommendation**

Staff recommends the approval of the wire bid for 17,340 feet from Anixter Power Solutions for \$30,917.00

This item will be taken to the Power Commission meeting on Tuesday morning, and we will bring their recommendation to the meeting.

## **Attachments**

None



# City Council Staff Report



**Subject:** Conduit Purchase Approval  
**Author:** Allen Ray Johnson, Director  
**Department:** Light & Power  
**Date:** August 24, 2021

---

## **Background**

Our inventory of PVC conduit is running low, and we need to purchase some to replenish it. This conduit purchase will be used to mainly on Bountiful Boulevard for the new road to connect to the “B”.

## **Analysis**

Invitations to submit a bid for conduit were sent out to two (2) major suppliers. The conduit bid specifications were sent with the bid request.

1,500 (FT.) 2” DB-120 20’ lengths  
1,800 (FT.) 3” DB-120 20’ lengths  
9,500 (FT.) 4” DB-120 20’ lengths  
35 Ea. 2” SCH 40 elbow 90 degree 24” Radius  
35 Ea. 3” SCH 40 elbow 90 degree 30” Radius  
35 Ea. 4” SCH 40 elbow 90 degree 48” Radius

We received and opened sealed bids from two (2) different July 13, 2021, at 11:00 a.m. The results are as follows:

<b>Distributors/Manufacture</b>	<b>Total Cost</b>	<b>Delivery</b>
<b>Anixter Power Solutions- Salt Lake City, Utah</b>	\$72,510.00	2-4 weeks
Northern Power Centerville, Utah	\$87,247.00	6-8 weeks

## **Department Review**

This has been reviewed by Staff and the City Manager.

## **Significant Impacts**

The conduit will be purchased and placed into inventory until used. The expenses for the connection for the “B” road was identified in the budget.

**Recommendation**

Staff recommends the approval of the bid for all conduit from Anixter Power Solutions for \$72,510.00.

This item will be taken to the Power Commission meeting on Tuesday morning, and we will bring their recommendation to the meeting.

**Attachments**

None



# City Council Staff Report



**Subject:** Directional Boring Approval  
**Author:** Allen Ray Johnson, Director  
**Department:** Light & Power  
**Date:** August 24, 2021

---

## **Background**

We received bids and the Council approved Black and McDonald's bid to perform 4 distribution and 9 street light projects in February 2021, for \$363,485 and an additional \$23,815 in July 2021. This included several streetlight projects and Feeder 272, which have all been completed.

We have four new additional directional boring projects that we need to have completed due to wire failures. They include two additional streetlight bores and two distribution bores for failed home service lines.

Black and McDonald has completed their work on the previously approved projects, and we would like to add these four additional directional bore projects. We have asked Black and McDonald to provide a quote to perform this additional work. They have provided us a quote based on the same pricing as the bid we received earlier this year.

The attached maps show the location of the bores.

## **Analysis**

<b>Company / Location</b>	<b>Bid Price</b>
Black and McDonald, Salt Lake City, Ut	\$89,790

## **Department Review**

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

## **Significant Impacts**

The FY 2021-22 budget included funds to upgrade both streetlights and the distribution system. These projects will be funded from the Streetlight account 535300-448633 and Distribution account 535300-448632 and both will be within the approved budget.

## **Recommendation**

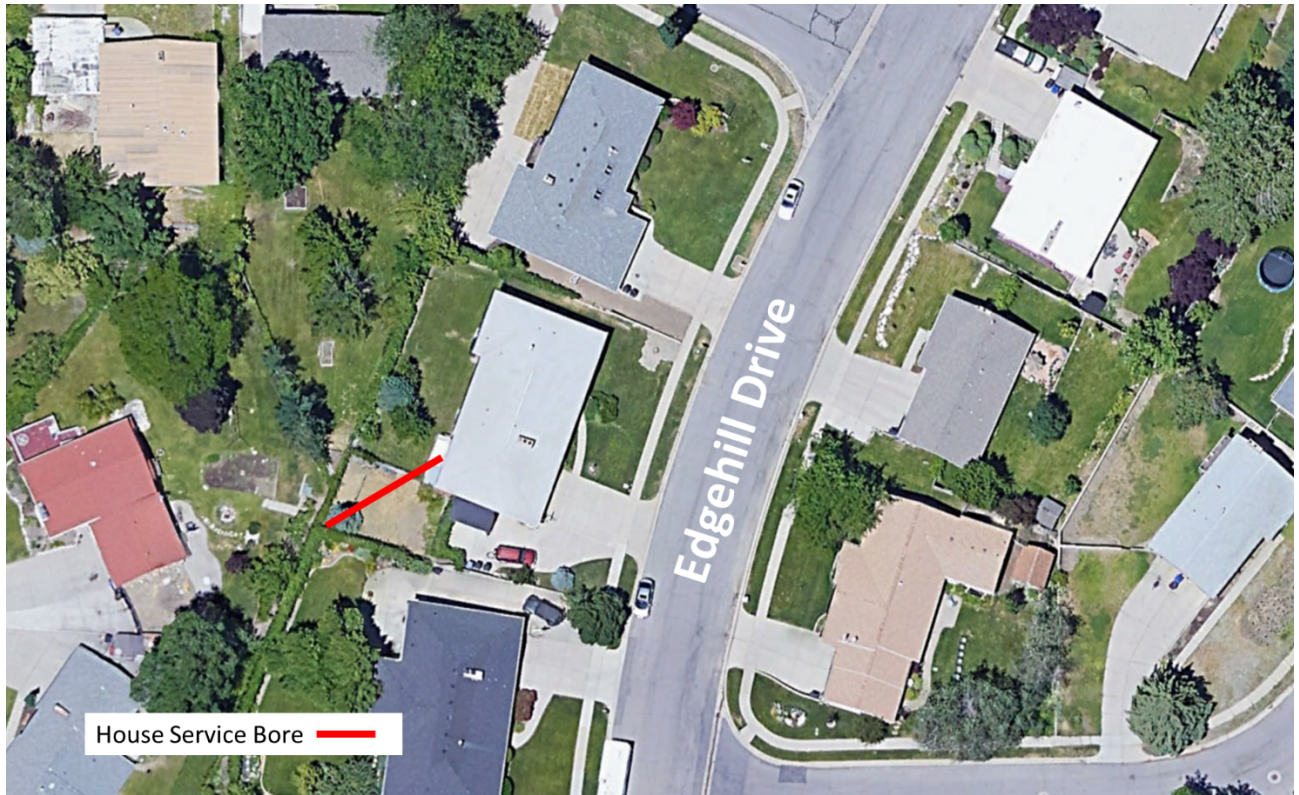
Staff recommends the approval of the bid from Black and McDonald, for the additional amount of \$89,790 for a total approved \$455,656.

This item will be taken to the Power Commission meeting on Tuesday morning, and we will bring their recommendation to the meeting.

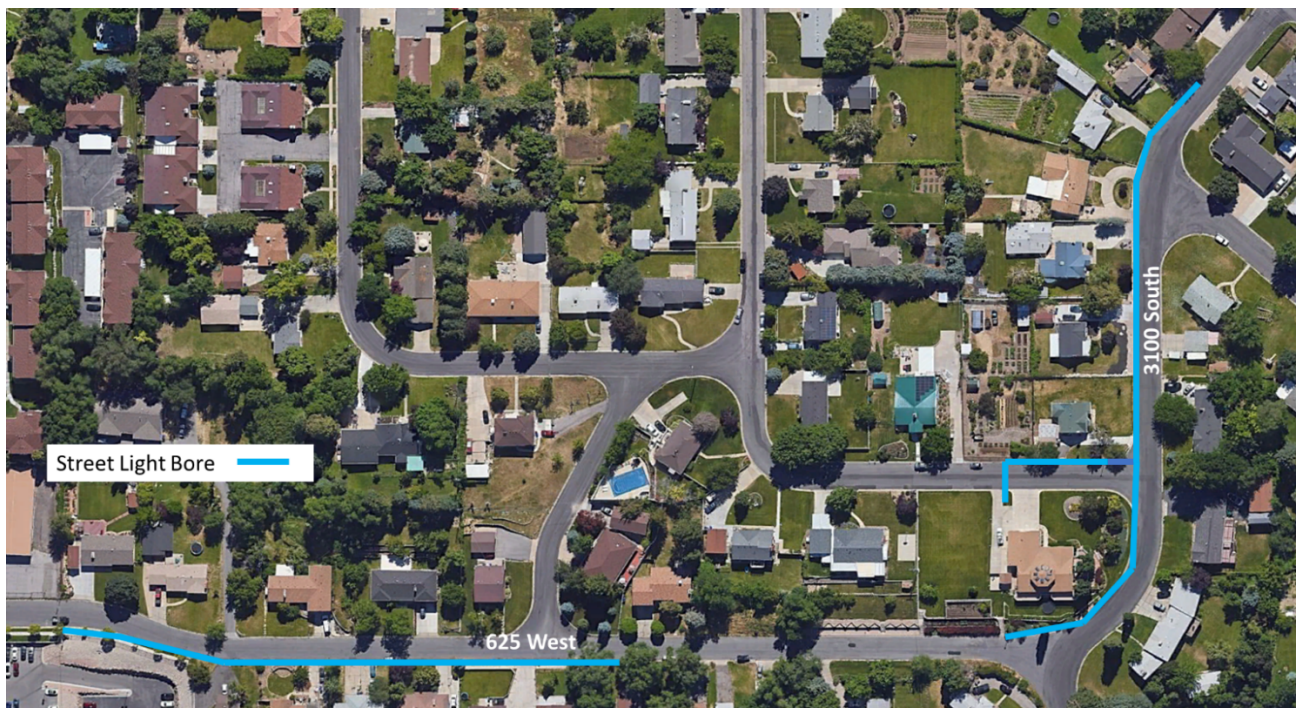
## **Attachments**

## Maps of Bore Projects

2652 South Edgehill Drive



625 West 2866-3100 South

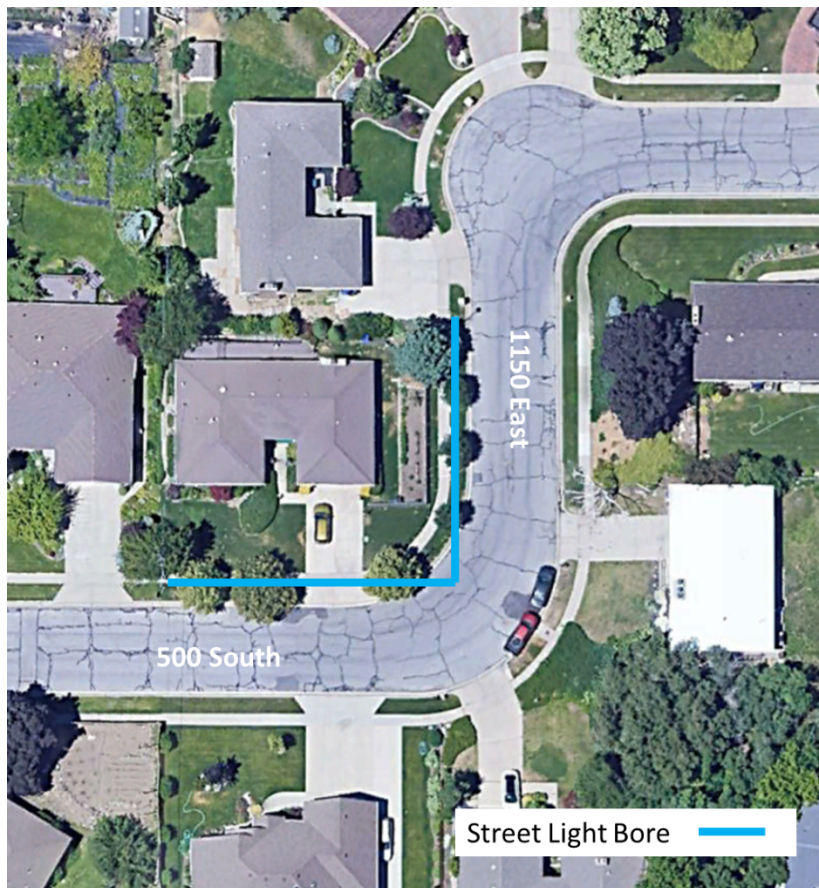




1498 Maple Hills Drive



1137 East 500 South





# City Council Staff Report



**Subject:** Roadtec RX300 Repair  
**Author:** Charles Benson  
**Department:** Street Department  
**Date:** August 24,2021

---

## **Background**

Bountiful City is one of the last few cities that resurface our own roads. A key piece of equipment for the overlay and trench paving process is our Roadtec RX300 Cold Road Planner. While these types of machines are designed for use in a very rough and aggressive conditions, breakdowns and repairs are expected on occasion. In this case, the RX300's cutting drum planetary drive gear box failed and needs to be replaced. Repairs are needed for the road mill to operate and will allow us to maintain the quality of the roads for public use.

## **Analysis**

Staff has requested a quote from Goodfellow Corporation, who is the local Roadtec dealer.

Repair of our RX300 with parts and labor.	\$ 30,193.08
---	--------------

Goodfellow Corp specializes in repairing the Roadtec equipment locally. Staff is confident in their ability to complete the repair at a reasonable cost and in a timely manner.

## **Department Review**

This report has been reviewed by the Street Department Director, Public Works Director, and the City Manager

## **Significant Impacts**

The Street Department operating equipment supplies, and maintenance account will be charged for this repair. Staff will monitor all expenses and reduce expenditures where practicable to stay on budget.

## **Recommendation**

Staff recommends Council approve the repair of the Roadtec RX300 road mill by Goodfellow Corporation in the amount of \$30,193.08

## **Attachments**

None (bids are available for review if desired)





# City Council Staff Report



**Subject:** Vehicle Purchase  
**Author:** Chief Biehler  
**Department:** Police Department  
**Date:** August 16, 2021

---

## **Background**

The following is a request to approve the purchase of four police vehicles. Funding for these vehicles are included in our FY 2022 budget.

## **Analysis**

The vehicles to be purchased are:

Two 2022 Toyota Camry Hybrids assigned to the detective division. The Camry's will be purchased from Tony Divino Toyota at the Utah State Contract price of \$24,397 each. This price is within the amount budgeted in our FY2022 budget.

Two Ford Explorer assigned to administration. The Explorer's will be purchased locally at Performance Ford at a price comparable to the Utah State Contract bid price. The vehicles from Performance Ford will cost \$36,339 and \$33,665.06. This price is \$50 more than the state contract price. Performance Ford is not a dealer on the state contract site. Paying the extra \$50, per vehicle, allows us to buy locally and we don't have transport costs.

We will sell the vehicles we are replacing which are:

2015 Ford Taurus with 61,135 miles  
2014 Toyota Camry with 125,945 miles  
2014 Ford Explorer with 95,000 miles  
2012 Toyota Camry with 91,700 miles

## **Department Review**

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

## **Recommendation**

I respectfully request your approval to purchase four police vehicle in the amount of \$118,798.06. Thank you for your consideration in this matter.

## **Significant Impacts**

Sufficient funds are currently budgeted.

## **Attachments**

N/A

CALIF

CNGP530 VEHICLE ORDER CONFIRMATION 08/16/21 13:04:23

==> Dealer: F56023

2022 EXPLORER 4-DOOR Page: 1 of 1

Order No: 0003 Priority: L2 Ord FIN: QA493 Order Type: 5B Price Level: 215

Ord Code: 202A Cust/Flt Name: BTFL PD PO Number:

		RETAIL	DLR INV		RETAIL	DLR INV
K8D	4DR 4WD XLT	\$37250	\$35760.00	17U	2ND ROW BENCH	NC
	.119" WHEELBASE			425	50 STATE EMISS	NC
L9	FORGED GREEN			153	FRT LICENSE BKT	NC
S	ACTIVEX SEATS				SP DLR ACCT ADJ	(1378.00)
6	EBONY				SP FLT ACCT CR	(1125.00)
202A	EQUIP GRP	3540	3328.00		FUEL CHARGE	6.38
	.18" PNTD ALUM			B4A	NET INV FLT OPT	NC
	.REMOTE START				DEST AND DELIV	1245 1245.00
	.HTD STEER WHEEL				TOTAL BASE AND OPTIONS	42195 37538.38
	.8-WAY PWR PASS				TOTAL	42195 37538.38
99H	.2.3L ECOBOOST	NC	NC	*THIS IS NOT AN INVOICE*		
44T	.10SPD AUTO TRAN	NC	NC			
	.P255/65R18 A/S					
	FLEET SPCL ADJ	NC	(455.00)			
16A	FLR LINERS	160	150.00			

F1=Help F2=Return to Order F3/F12=Veh Ord Menu

F4=Submit F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC07324

V1DP0753

2,6

*Your Price*  
 37,839<sup>00</sup>  
 1,500<sup>00</sup>  
 -----  
 36,339<sup>00</sup>

LT

CNGP530

VEHICLE ORDER CONFIRMATION

08/16/21 13:07:30

Dealer: F56023

Page: 1 of 1

Order No: 0003 Priority: L2 Ord FIN: QA493 Order Type: 5B Price Level: 215  
Ord Code: 200A Cust/Flt Name: BTFL PD PO Number:

2022 EXPLORER 4-DOOR

	RETAIL	DLR INV		RETAIL	DLR INV
K8D 4DR 4WD XLT	\$37250	\$35760.00	153	FRT LICENSE BKT	NC
.119" WHEELBASE				SP DLR ACCT ADJ	(1318.00)
JS ICONIC SILVER				SP FLT ACCT CR	(1043.00)
8 UNIQUE CLOTH				FUEL CHARGE	6.38
6 EBONY			B4A	NET INV FLT OPT	NC 7.00
200A EQUIP GRP				DEST AND DELIV	1245 1245.00
.18" PNTD ALUM				TOTAL BASE AND OPTIONS	39200 34864.38
99H .2.3L ECOBOOST	NC	NC	TOTAL		39200 34864.38
44T .10SPD AUTO TRAN	NC	NC	*THIS IS NOT AN INVOICE*		
.P255/65R18 A/S					
FLEET SPCL ADJ	NC	(455.00)			
16A FLR LINERS	160	150.00			
17U 2ND ROW BENCH	NC	NC			
425 50 STATE EMISS	NC	NC			
52T T/TOW CLASS IV	545	512.00			

F1=Help F2=Return to Order F3/F12=Veh Ord Menu  
F4=Submit F5=Add to Library  
S099 - PRESS F4 TO SUBMIT QC07324

V1DP0753

2,6

Your Price

35,165<sup>00</sup>

(1,500<sup>00</sup>)

---

33,665<sup>00</sup>

## Standard Features

### 2022 - 2559 - CAMRY HYBRID LE HYBRID SEDAN - ECVT - Continuously Variable

- **MECHANICAL & PERFORMANCE**
  - Hybrid Synergy Drive System
  - 2.5L 4-Cyl Engine
  - 208 Combined System Net Horsepower
  - Electronic Continuously Variable Transmission (ECVT)
- **SAFETY & CONVENIENCE**
  - Toyota Safety Sense 2.5+: Pre-Collision Sys w/Pedestrian Detection, Full-Speed Dynamic Radar Cruise Control, Lane Departure Alert w/Steering Assist, Lane Tracing Assist, Automatic High Beams, Road Sign Assist
  - Star Safety System
  - Backup Camera
- **EXTERIOR**
  - 16-in Steel Wheels
  - Bi-LED Combination Headlights w/Auto On/Off Feature
  - LED DRLs w/On/Off Feature
- **INTERIOR**
  - Audio - 7-in Touchscreen, 6 Speakers, Hands-Free Bluetooth Phone/Music, USB Media Port, 2 USB Charge-Ports, SiriusXM w/3-Month Platinum Trial, Android Auto & Apple CarPlay Compatible
  - 4.2-in TFT Multi-Information Display
  - Power Driver Seat w/Lumbar Support
  - Dual-Zone Auto Climate Control
  - Smart Key System w/Push Button Start
  - For Full Product Details Please Visit [Toyota.com/camryhybrid](https://toyota.com/camryhybrid)

**NOTE:** Standard features are based on information available when this page was posted and are subject to change without notice.

#### Factory Accessories

FE - 50 State Emissions

BD - Blind Spot Monitor with Rear Cross Traffic Alert

#### Post Production Options

2T - All Weather Floor Liners/Cargo Tray

**Per the State Contract #AV2532, the above equipped vehicle price is \$24,397.00.**

# City Council Staff Report



**Subject:** HVAC Replacement  
**Author:** Chief Biehler  
**Department:** Police Department  
**Date:** August 17, 2021

## **Background**

The following is a request to approve the purchase of a replacement water cooled chiller (HVAC) system. This replacement was planned for and included in our FY 2022 budget.

## **Analysis**

For several years we have been fixing and replacing parts to our buildings water cooled chiller that provides air conditioning for the public safety building. This past year has been costly to keep the chiller operational and producing cool air. Besides numerous visits from repair companies, we have had to refill the freon on several occasions due to leaks. It's not uncommon for us to call building maintenance more than once a day because the air conditioning isn't working. It's not only problematic for the police part of the building but the Second District Court leases the upstairs and it is also negatively affecting them.

We did attempt to get three or more bids for the replacement chiller. Two companies came to the building and then decided they would not provide a bid. One company who said they would provide a bid never returned it. The two bids we did get back are as follows:

American Chiller gave two different options. One option was a single circuit, and one was a dual circuit with two different makes. The single circuit is made by Trane and the cost is \$138,978. The dual circuit is made by Trane for \$144,787 and a dual circuit made by Carrier for \$141,208.

KK Mechanical provided a quote for a York system with a cost of \$325,900.

We also asked American Chiller to provide a cost to replace the actuator and other various parts that are associated with the air conditioning system. That cost was \$2,738.

## **Department Review**

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

## **Recommendation**

I respectfully request your approval to purchase the Carrier water cooled chiller from American Chiller for \$141,208 and the replacement actuator from American Chiller for \$2,738. Thank you for your consideration in this matter.

## **Significant Impacts**

Sufficient funds are currently budgeted.

## **Attachments**

American Chiller Bid

KK Mechanical Bid



American Chiller

*Proposal*

PO Box 50701 \* Provo, Utah 84605  
801.651-9288

DATE 8/12/21	JOB #
SALESMAN BE	P.O.#
REQUESTED BY David	ACCT. #

- ◆24 HOUR EMERGENCY SERVICE
- ◆SYSTEM RETROFIT-SHEETMETAL
- ◆PREVENTATIVE MAINTENANCE
- ◆ENERGY MANAGEMENT

Proposal Submitted		Work To Be Performed AT	
Co	Bountiful City	Co	Bountiful Justice/police bldg
Attn:	David Gill	Street	805 so Main street
Street	860 so 500 west	City/State/Zip	Bountiful, Utah
City/State/Zip	Bountiful, UT 84010	Project	Add actuator to pump system
Phone/Fax #	801 809 2033	Phone/Fax #	

FURNISHED MATERIAL AND/OR EQUIPMENT
(1) Belimo actuator (1) lot of machine parts (1) Sleeve and anchors
Some of the items will be pre manufactured before we bring to the site

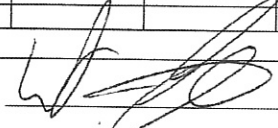
**WE WILL FURNISH ALL THE ADDITIONAL REQUIRED MATERIALS. WHICH WE GUARANTEE WILL BE SATISFACTORY, AND WE WILL PERFORM ALL THE LABOR REQUIRED FOR THE COMPLETION OF**

Pickup materials for air conditioning 3 way valve additional actuator. Some items to be pre assembled. Come to the site, measure the sleeve and machine parts needed. ~~Deliver the cut sheet to the machine shop.~~ Pickup new Belimo actuator. At job site, install the new Belimo actuator and the additional Machine shop parts and sleeves.

Total for materials, labor, tax, and truck = \$2,738

**EXCLUDE:** overtime, any parts currently failed, we will re use the existing 3 way valve

<i>Proposal Checklist</i>								
ITEM	AM Chill	OTHERS	ITEM	Am Chill	OTHERS	ITEM	Am Chill	OTHERS
Engineering			Plumbing			Duct System		
Removal Of Existing Equip.	X		Gas Piping			Startup	X	
Roof Curbs or Flashings			Line Voltage			Balance		
Refrigeration Piping			Low Voltage	X				
Refrigerant Recovery			Controls	X				

Authorized Signature:  Date: 8/12/21

WE PROPOSE to furnish material and labor-complete in accordance with these specifications, for the sum of:

Dollars (See above \_\_\_\_\_) payable as follows: Net 30 \_\_\_\_\_

NOTE: This proposal may be withdrawn by us if not accepted within 45 days.  
PAYMENT TERMS: PLEASE SEE REVERSE FOR PAYMENT TERMS AND SPECIAL DISCOUNTS

*Acceptance of Proposal*

The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as above.

Company \_\_\_\_\_ Date: \_\_\_\_\_

American Chiller

*Proposal*

PO Box 50701 \* Provo, Utah 84605  
801.651-9288

DATE 5/12/21	JOB #
SALESMAN BE	P.O.#
REQUESTED BY Bruce	ACCT. #

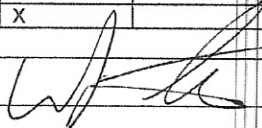
- ◆24 HOUR EMERGENCY SERVICE
- ◆SYSTEM RETROFIT-SHEETMETAL
- ◆PREVENTATIVE MAINTENANCE
- ◆ENERGY MANAGEMENT

Proposal Submitted		Work To Be Performed AT	
Co	Bountiful City	Co	Bountiful justice/police building
Attn:	Bruce	Street	805 so Main street
Street	860 so 500 west	City/State/Zip	Bountiful, Utah
City/State/Zip	Bountiful, UT	Project	Replace water cooled chiller
Phone/Fax #	385 319 3277	Phone/Fax #	

FURNISHED MATERIAL AND/OR EQUIPMENT	
(1) Water cooled chiller See options page attached with Trane and Carrier options	
Some of the items will be pre manufactured before we bring to the site	
(1) Crane set (1) Electrical re connect (1) condenser and chilled water piping modifications	
(1) chilled water piping insulation (1) refrigerant removal and disposal (1) old unit disposal	

WE WILL FURNISH ALL THE ADDITIONAL REQUIRED MATERIALS. WHICH WE GUARANTEE WILL BE SATISFACTORY, AND WE WILL PERFORM ALL THE LABOR REQUIRED FOR THE COMPLETION OF	
Pickup materials for refrigerant removal and ready for removal. Some items to be pre assembled.	
Once chiller is ready, remove old chiller, crane set old and new chillers and skate new machine into Position on the pad. Re connect load side electrical and re connect chilled and condenser water piping.	
Install existing refrigerant monitor system. Provide factory startup and commission.	
**See attached option page for chiller options and pricing.	
NOTE: existing line electrical service to be re used, any breaker or wire modifications not included	
EXCLUDE: Overtime, building management interface or programming, new chiller has bacnet card	
Re use refrigerant monitor sensor, hardware, and evacuation system, Re use existing chiller pad	

<i>Proposal Checklist</i>								
ITEM	AM Chill	OTHERS	ITEM	Am Chill	OTHERS	ITEM	Am Chill	OTHERS
Engineering			Plumbing	X		Duct System		
Removal Of Existing Equip.	X		Gas Piping			Startup	X	
Roof Curbs or Flashings			Line Voltage	X		Balance		
Refrigeration Piping			Low Voltage	X		BMS connect by owner		
Refrigerant Recovery	X		Controls	X				

Authorized Signature:  Date: 5/12/21

WE PROPOSE to furnish material and labor-complete in accordance with these specifications, for the sum of:

Dollars (See above \_\_\_\_\_) payable as follows: Net 30 \_\_\_\_\_

NOTE: This proposal may be withdrawn by us if not accepted within 45 days.

PAYMENT TERMS: PLEASE SEE REVERSE FOR PAYMENT TERMS AND SPECIAL DISCOUNTS

*Acceptance of Proposal*

The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as above.

Company \_\_\_\_\_ Date: \_\_\_\_\_

Bountiful City Justice/police building Water cooled chiller replacement  
5/12/21

Option #1 Replace with like Trane water cooled chiller single circuit. Model  
number = RTHD Optimus 180  
To get into the mechanical room the chiller needs to be on skates  
Cost = \$138,978  
208 3 phase see proposal for include and exclude

Option #2 Replace with like Trane water cooled chiller dual circuit Model  
number = RTWD 180 DUPLEX  
To get into the mechanical room Chiller needs to be on skates  
Cost = \$144,787  
208 3 phase see proposal for include and exclude

Option #3 Replace with Carrier water cooled chiller dual circuit Model  
number = 30HXC186RZU5 Dual circuit  
To get into the mechanical room Chiller needs to be on skates  
Cost = \$141,208  
208 3 phase see proposal for include and exclude

# Proposal: Bountiful City - Chiller Replacement



August 17, 2021

Attn: Bruce Sweeten  
 Bountiful City  
 950 South 200 West  
 Bountiful, UT 84010

We offer the following proposal for your consideration for the Plumbing & HVAC scope of work on the above referenced project. Our price is valid for 30 days.

Item	Description	Price
1.	Base Bid Plumbing & HVAC:	\$325,900

### HVAC Systems to 5'-0" Outside the Building

HVAC Scope	KKM Furnish	KKM Install	Exclude	Notes
Hydronic Piping	X	X		
General Valves for HVAC Piping	X	X		
Hangers & Supports	X	X		
Electrical	X	X		
Temperature Controls	X	X		
Piping Insulation	X	X		
Replacement Chiller	X	X		150 ton York chiller (lead time is 8-10 weeks)

### Additional Scope Exclusions:

1. Commissioning of Plumbing & Mechanical Systems
2. Bond Cost, Permits & Fees
3. Inspection Fees, Sales Tax
4. Chemical Treatment, Seismic
5. Concrete work of any kind, including Saw Cutting, Patching, and Housekeeping Pads
6. Temporary Power, Heating & Cooling
7. Costs associated with using Mechanical Equipment during construction, including Extended Warranty
8. Line Voltage & Low Voltage Wiring not associated with Temperature Controls
9. Electrical Disconnects & Starters
10. Welding Inspection Fees
11. Site Utilities; Earth and Structural Shoring
12. Fire Protection
13. Piping & Materials associated with Landscaping
14. Painting, Architectural Louvers, Heat Trace
15. Appliances, Kitchen Equipment, Bathroom Grab Bars & Accessories
16. Dewatering, Heating & Tarping of Trenches for Winter Conditions
17. Snow Removal, Disposal of Onsite Spoils
18. Parking Costs, Dumpster Costs
19. Overtime / Weekend Work

Respectfully,

**Kurtis Keller**  
 (801) 820-2502  
 kask@kkmechanical.net  
 UT License #: 90-250037-5501

# City Council Staff Report



**Subject:** Administrative Law Judge Appointment  
**Author:** Clinton Drake  
**Dept:** City Attorney  
**Date:** August 24, 2021

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## **Background**

Bountiful Municipal Code 8-2 empowers an Administrative Law Judge to hear certain appeals as permitted in the Code. An administrative law judge for the City must be appointed by the City Council. The term for a Bountiful Administrative Law Judge is for two years. Administrative law judges can be reappointed for additional terms at the Council's discretion.

## **Analysis**

The use of an administrative law judge for certain appeals contained within the Municipal Code has been an effective and efficient method of appeal for the public as well as the City. Mr. Loose has been an attorney for 15 years and has considerable experience in municipal and land use related law. He currently serves as the South Jordan City Attorney. A resume describing his education and experience is attached.

## **Department Review**

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

## **Significant Impacts**

No significant impacts.

## **Recommendation**

It is recommended that the City Council approve the appointment of Ryan Loose as an Bountiful City Administrative Law Judge.

## **Attachments**

Ryan Loose Resume  
Bountiful City Resolution 2021-16



# BOUNTIFUL

**MAYOR**  
Randy C. Lewis  
**CITY COUNCIL**  
Kate Bradshaw  
Millie Segura Bahr  
Kendalyn Harris  
Richard Higginson  
Chris R. Simonsen  
**CITY MANAGER**  
Gary R. Hill

## BOUNTIFUL CITY, UTAH RESOLUTION NO. 2021-16

### A RESOLUTION APPOINTING RYAN LOOSE AS A BOUNTIFUL CITY ADMINISTRATIVE LAW JUDGE

WHEREAS, Bountiful City Municipal Code Title 2, Chapter 8 requires that an Administrative Law Judge be appointed by the City Council to serve for a period of two years; and

WHEREAS, Attorney Ryan Loose has served as an attorney for 15 years and has considerable experience in municipal and land use related law; and

WHEREAS, Mr. Loose is a licensed attorney duly authorized to practice law in the State of Utah; and

WHEREAS, the City Council desires to appoint Mr. Loose as the Bountiful City Administrative Law Judge for two years; and

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

**Section 1. Appointment.** The Bountiful City Council hereby appoints Ryan Loose to serve as a Bountiful City Administrative Law Judge subject to all conditions contained in the Bountiful City Municipal Code.

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

**APPROVED, PASSED AND ADOPTED BY THE BOUNTIFUL CITY COUNCIL THIS 14<sup>TH</sup> DAY AUGUST, 2021.**

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

ATTEST:

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



# Ryan W. Loose

3580 Swan Lake Cir. Magna. UT 84044 • Cell: (801) 541-9035 • rwloose29@gmail.com

## WORK HISTORY

**CITY ATTORNEY** (January 2015 to Present)-

**ASSISTANT CITY ATTORNEY** (February 2006-January 2015)

*City of South Jordan, South Jordan, UT*

- Responsible for all civil and criminal legal issues and for legislative lobbying efforts including coordinating with City Manager's office and staff.
- Supervision of City Attorney's Office personnel (4 attorneys 3 staff) and budget.
- Advise, train and provide legal support to South Jordan City Council, Planning Commission, boards, committees, and City staff on legal issues including: land use, employment, liability, contracts, bonds and finance, GRAMA, Utah Open Meetings Act, code compliance, elections, police, emergency management, business licensing, speech and assembly, signage, and risk management.
- Work with City management, lobbyists, and other cities in drafting legislation and developing legislative strategy for accomplishing City goals with Utah State Legislature and Utah League of Cities and Towns.
- Represent City in civil cases including land use, personnel, records, and business licensing before courts and boards.
- Manage litigation with outside counsel. Negotiate settlement and resolution of civil cases.
- Support City Public Information Officer. FEMA basic and advanced PIO classes.
- Research, negotiate and draft contracts, resolutions, ordinances, court pleadings, memoranda, correspondence, and legal opinions.
- Prosecute misdemeanor violations in Justice and District Courts.

**HEARING OFFICER/ LEGAL ADVISOR**, 2013 -present

- Riverton City Employee .Appeals Board Legal Counsel- Lamont v. Riverton - 2016
- Business Licenses Hearing Officer .Appointed for Sandy City- 2014
- West Jordan Employee .Appeals Board Legal Counsel - Finlayson v. West Jordan - 2013
- West Valley Civil Service Commission Legal Counsel- Coyle v. West Valley - 2014

**MANAGEMENT ANALYST INTERN**, .April 2005 - January 2006

*Bluffdale City, Bluffdale, UT*

- Administer grants, oversaw construction of 6 acre City park from rough grading to finished park, and prepare mandatory RDA reports.

## ASSOCIATIONS & ADMISSIONS

**UTAH STATE BAR**, 2006 - present

**UTAH FEDERAL DISTRICT COURT, UTAH SUPREME COURT**, 2006 - present

**10<sup>TH</sup> CIRCUIT COURT OF APPEALS**, 2007 - present

**UTAH INDIGENT DEFENSE COMMISSION – COMMISSIONER**, 2016 - present

**UTAH MUNICIPAL ATTORNEY ASSOCIATION**, 2006 - present

- Past President / Board Member, 2013 - 2016

## EDUCATION

**JURIS DOCTORATE**, December 2005

*J. Reuben Clark Law School, Brigham Young University, Provo, UT*

**MASTER OF PUBLIC ADMINISTRATION**, December 2005

*Marriott School of Management, Brigham Young University, Provo, UT*

**BACHELOR OF ARTS, SPANISH AND POLITICAL SCIENCE**, May 2002

*Weber State University, Ogden, UT - Cum Laude*

**ASSOCIATE OF RISK MANAGEMENT (ARM)**, January 2011

*The Institutes (Previous known as the Insurance Institute of America.)*

## SKILLS

**ANALYTICAL:** Strong background in research, editing; legal analysis & decision analysis

**COMMUNICATION:** Written: correspondence, memoranda and litigation documents;

Oral: training and presentations to courts, elected officials, and staff.

**LANGUAGE:** Spanish.

**LEADERSHIP:** Professional, supervisory experience, self-directed, and responsible.

## INTERESTS

Family, reading, hiking, wrestling, traveling.