

BOUNTIFUL CITY COUNCIL MEETING

TUESDAY, April 26, 2022

5:30 p.m. – Work Session

7:00 p.m. - Regular Session

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

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

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

AGENDA

5:30 p.m. – Work Session

1. Rec Center Bond discussion – Mr. Tif Miller
2. UDOT I15 study – Mr. Dan Adams & Ms. Tiffany Pocock p. 3
3. Prioritized projects discussion – Mr. Gary Hill p. 27

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 April 11, 12 & 13, 2022 p. 31
4. Council Reports
5. Consider approval of expenditures greater than \$1,000 paid April 4 & 11, 2022 p. 55
6. Recognition of Mr. Jay Christensen on his retirement from Bountiful City – Mr. Allen Johnson
7. Outstanding High School student recognition – Mayor Harris & Council
8. Consider approval of the purchase of a transformer from Wesco/Anixter Power Solutions in the amount of \$62,190 – Mr. Allen Johnson p. 59
9. Consider approval of the purchase of 20,800 feet of 1100 URD cable from Irby Electrical Supply in the amount of \$211,264 – Mr. Allen Johnson p. 61
10. Consider approval of the purchase of 50 power poles from Stella-Jones Corporation in the amount of \$42,270 – Mr. Allen Johnson p. 63
11. Consider approval of the bid from Down Under Construction for directional boring in the amount of \$288,777 – Mr. Allen Johnson p. 65
12. Consider approval of Ordinance 2022-03 regarding Short-Term Rentals in Bountiful City – Mr. Francisco Astorga
 - a. Public Hearing p. 69
 - b. Action
13. Consider approval of the proposal from M&M Asphalt Services for slurry seal surface treatment at the unit prices noted in the bid tabulation – Mr. Lloyd Cheney p. 77
14. Adjourn


City Recorder

An aerial photograph of a city, likely Farmington, Utah, is shown with a semi-transparent blue overlay. The city features a grid of streets, various buildings, and a prominent highway interchange. In the background, there are rolling hills under a clear sky.

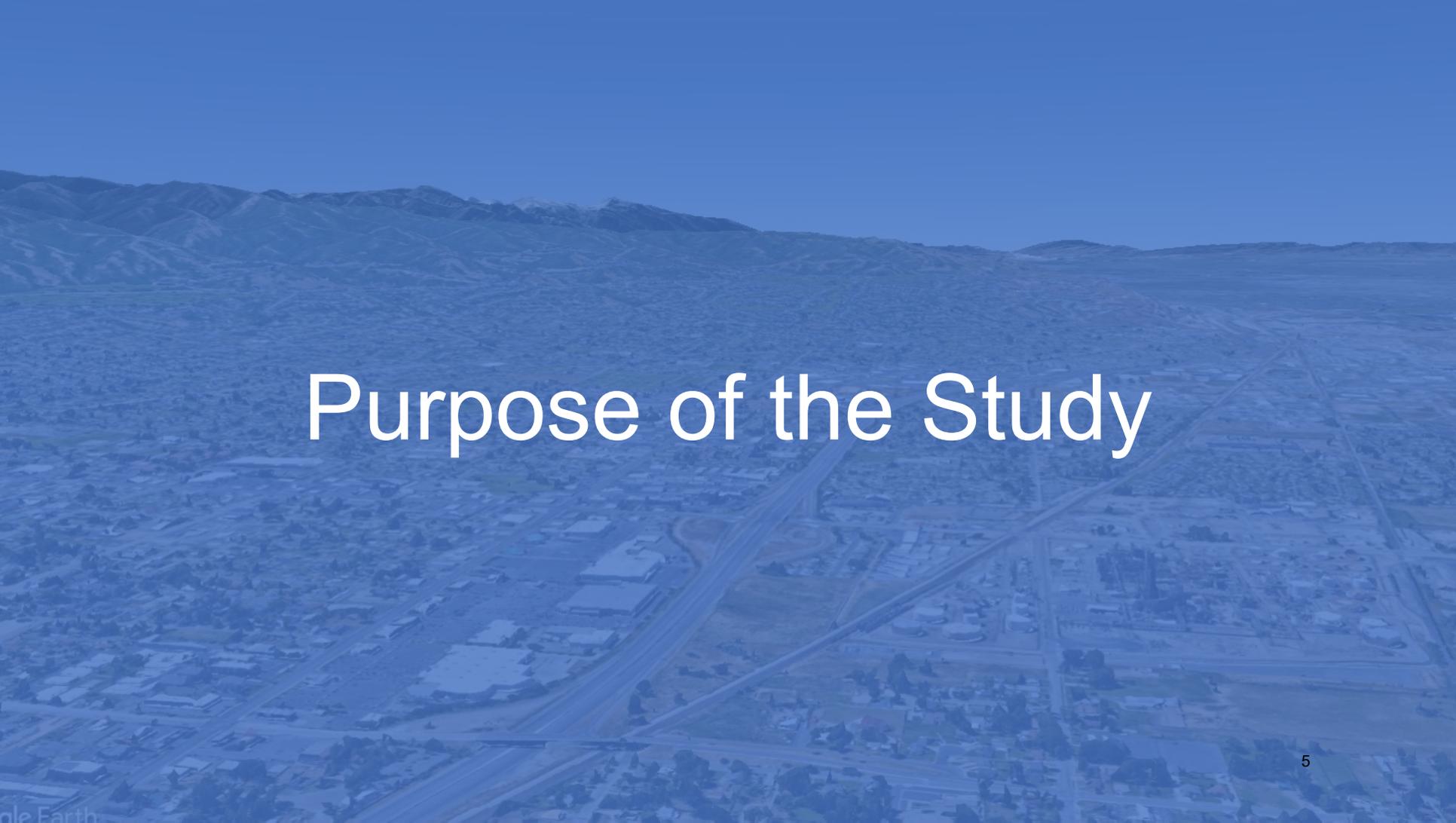
I-15 ENVIRONMENTAL IMPACT STATEMENT Farmington to Salt Lake City

Scoping, Purpose and Need

Spring 2022

What we will cover

- Purpose of the study
- What we know so far
- Opportunities for feedback

An aerial photograph of a city and surrounding mountains, overlaid with a semi-transparent blue filter. The city below shows a complex network of roads, including a multi-lane highway, and various buildings. The mountains in the background are rugged and layered. The text 'Purpose of the Study' is centered in white.

Purpose of the Study

Utah's Quality of Life Framework



Better
Mobility



Good
Health

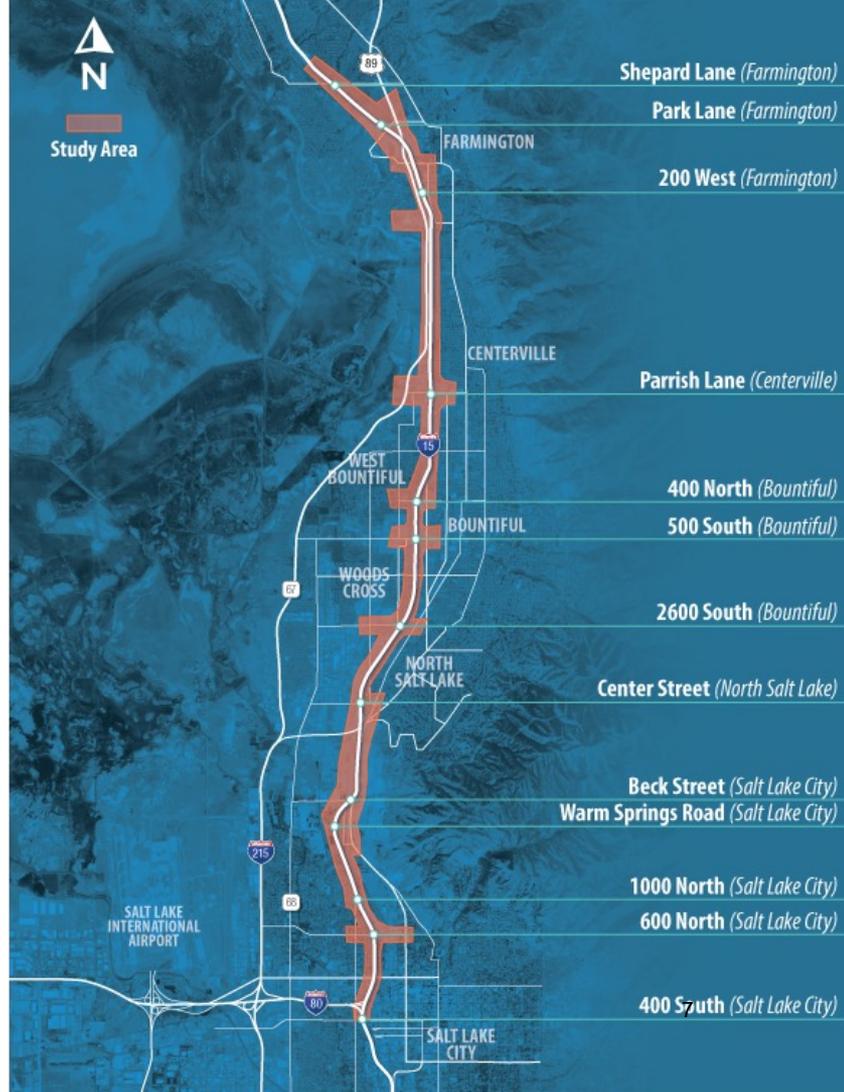


Connected
Communities

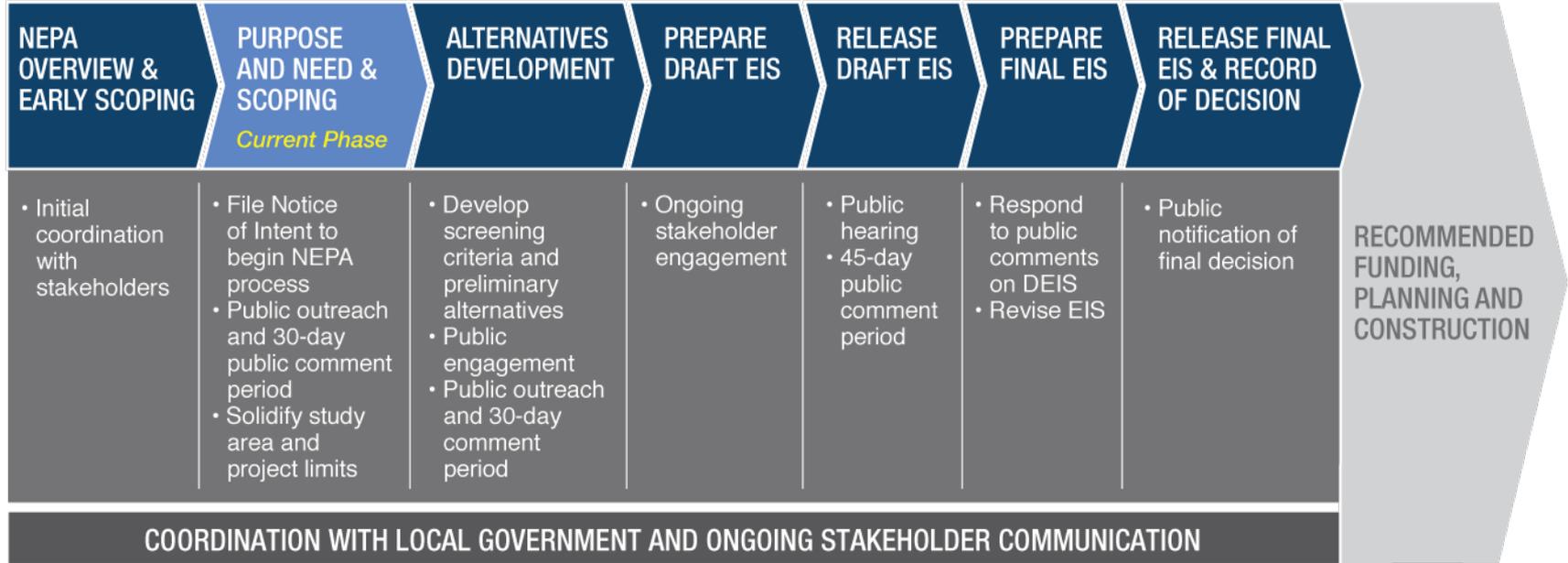


Strong
Economy

UDOT's Mission



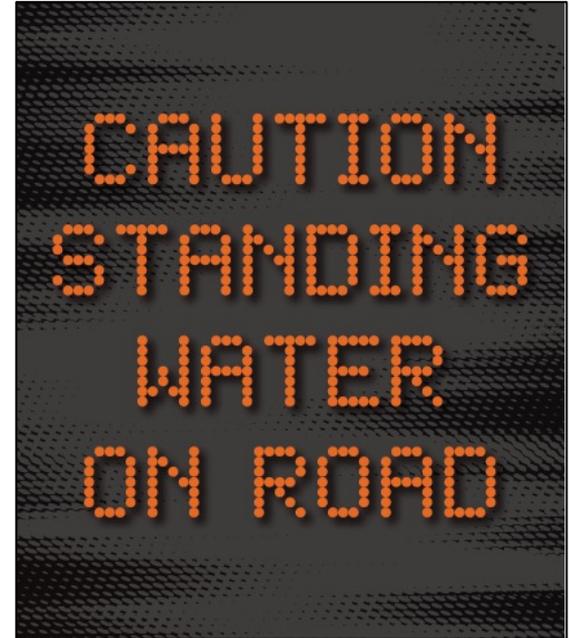
Study Process



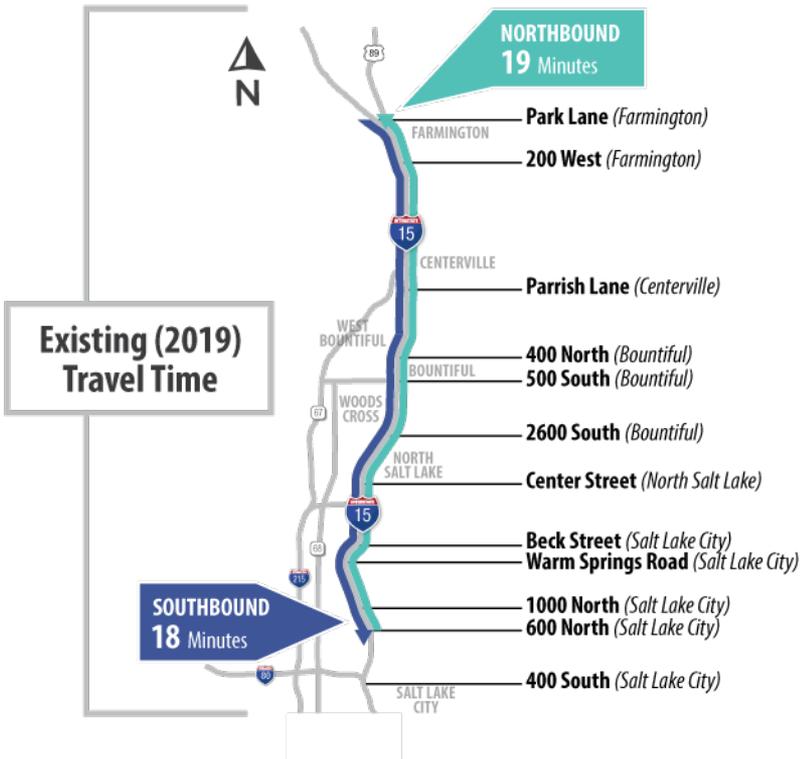
An aerial photograph of a city and surrounding mountains, overlaid with a semi-transparent blue filter. The city below shows a complex network of roads, including a multi-lane highway, and various buildings. The mountains in the background are rugged and appear to have some snow or light-colored rock. The overall tone is a deep, uniform blue.

What We Know So Far

Aging Infrastructure



Travel Time

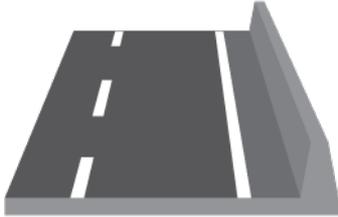


Interchange Needs

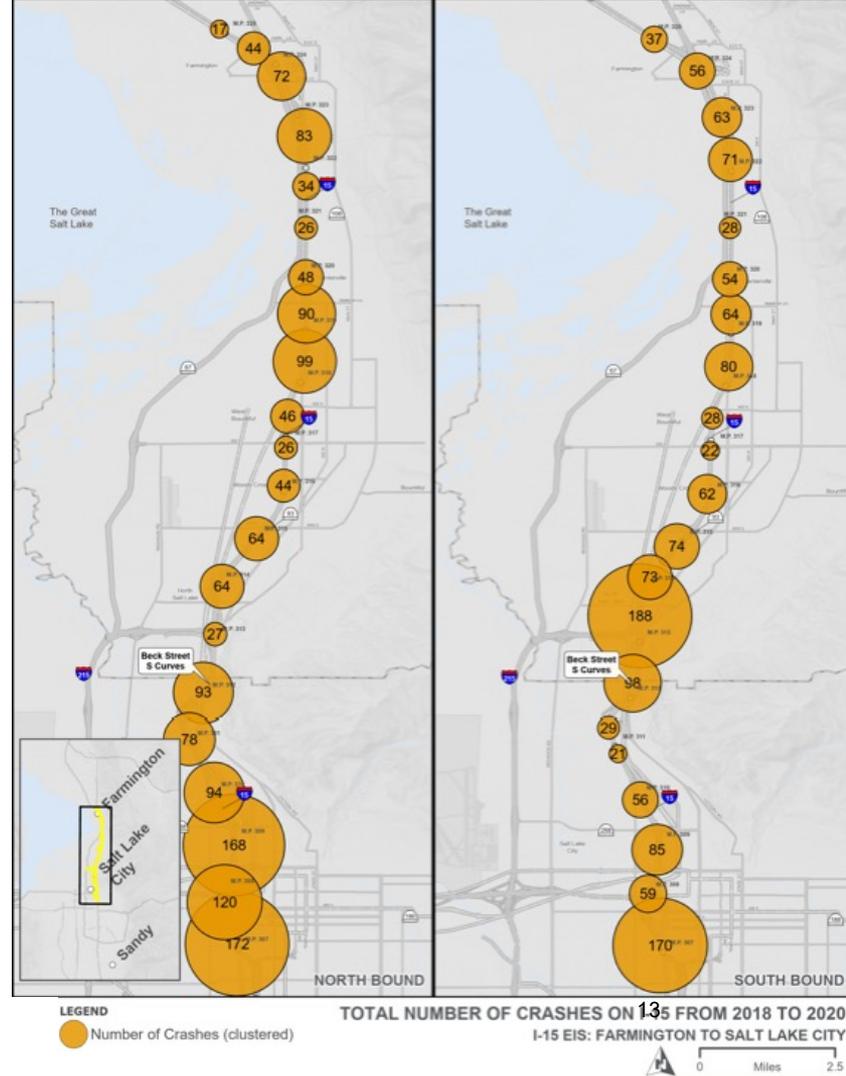


Safety

Shoulders



Sharp Curves



Limited Connections



Limited Connections – East-West

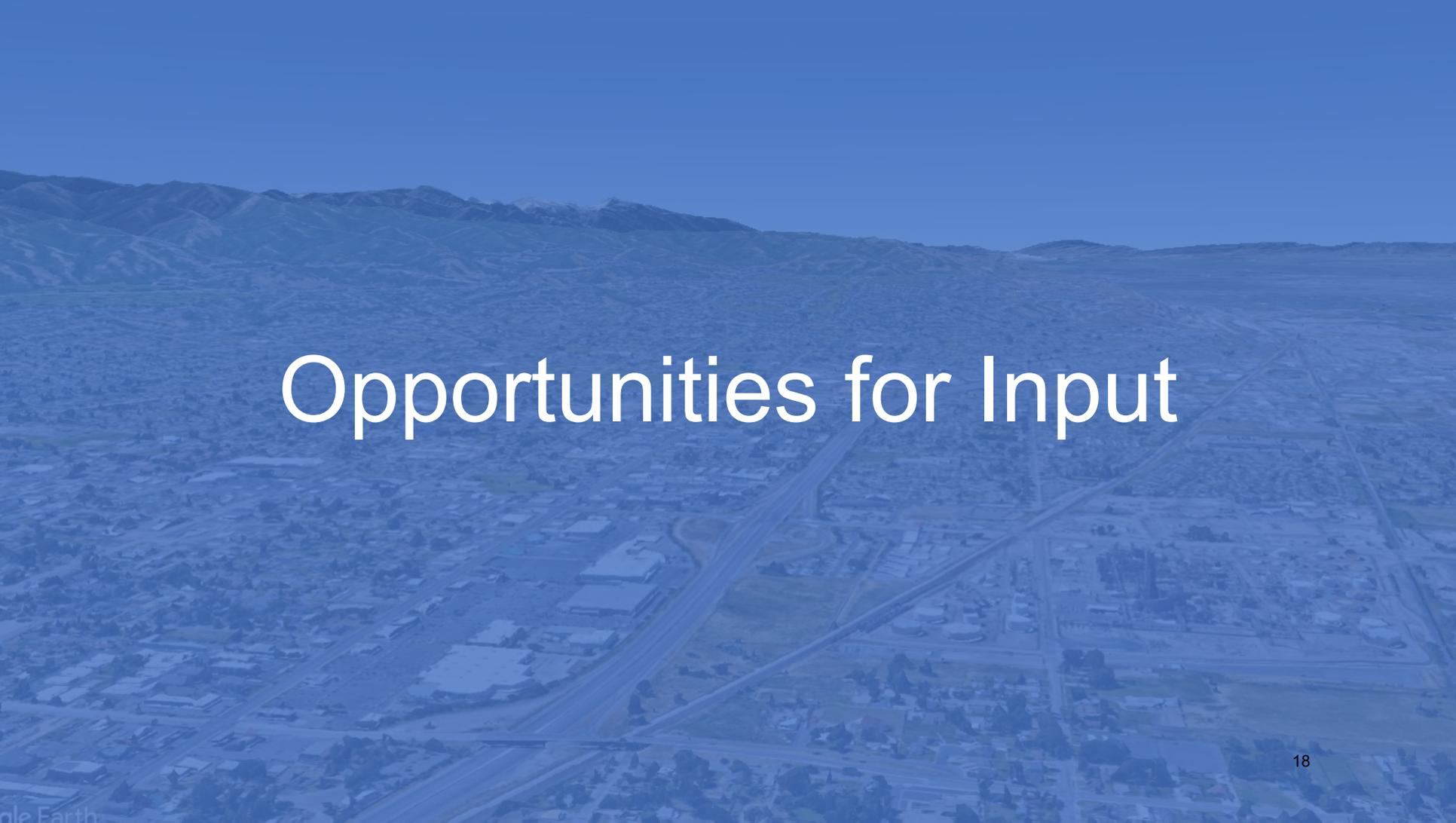


Early Stakeholder Engagement



Resources To Be Studied

- Land use
- Community and property impacts
- Environmental justice
- Economics
- Traffic and transportation
- Equity
- Air quality
- Noise
- Water resources
- Ecosystem resources
- Floodplains
- Cultural resources
- Hazardous materials and waste sites
- Visual resources

An aerial photograph of a city and surrounding mountains, overlaid with a semi-transparent blue filter. The city below shows a complex network of roads, including a prominent multi-lane highway, and various buildings. The mountains in the background are rugged and layered. The overall tone is a deep, uniform blue.

Opportunities for Input

Draft Purpose and Need Statement

Purpose: To improve safety, replace aging infrastructure, provide better mobility for all travel modes, strengthen the state and local economy, and better connect communities along I-15 from Farmington to Salt Lake City. The project purpose consists of the following items which are organized by UDOT's Quality of Life Framework categories of Good Health, Connected Communities, Strong Economy, and Better Mobility.



Draft Purpose and Need Statement



Good Health and Connected Communities



- Improve the safety and operations of I-15 mainline, I-15 interchanges, bicyclist and pedestrian crossings, and the supporting roadway network.
- Be consistent with planned land use, growth objectives, and transportation plans.
- Enhance access and connectivity to FrontRunner, connection to transit, regional trails and across I-15.

Draft Purpose and Need Statement

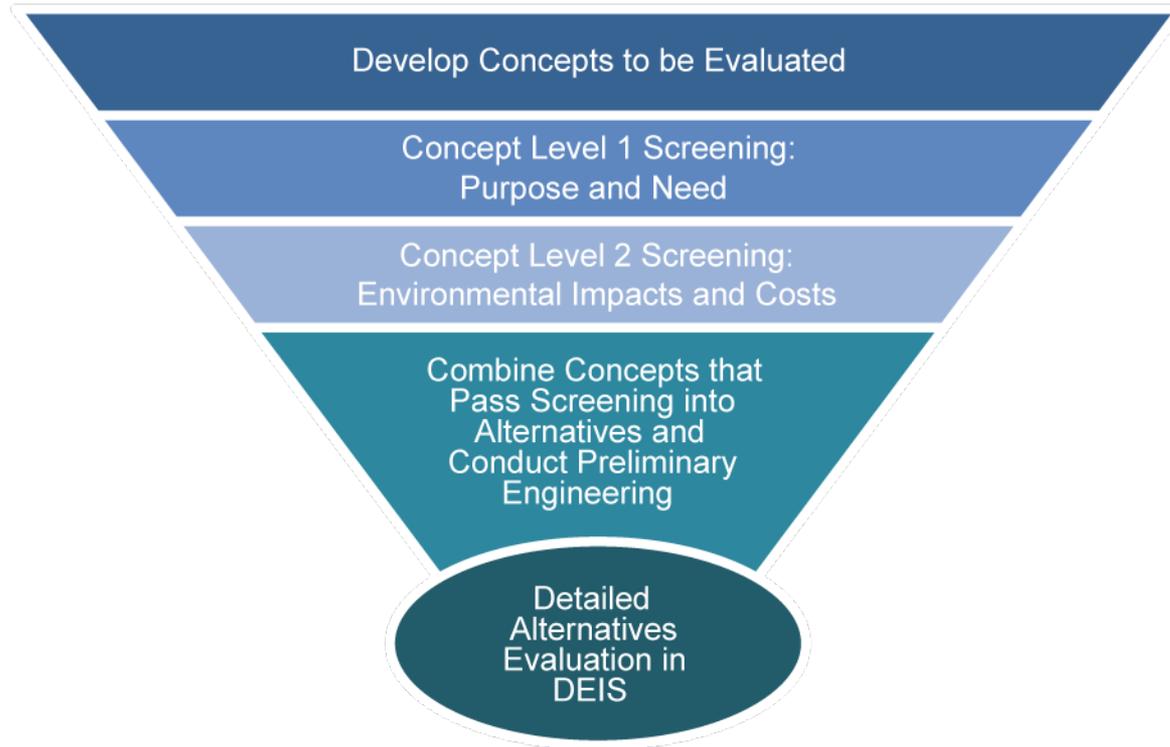


Strong Economy and Better Mobility

- Replace aging infrastructure on I-15.
- Enhance the economy by reducing travel delay on I-15.
- Improve mobility and operations on I-15 mainline, I-15 interchanges, the supporting roadway network, transit connections, and bicyclist and pedestrian facilities to help accommodate projected 2050 travel demand.



Screening Criteria



Ways to submit a comment – April 11-May 13



Visit **www.i15eis.udot.utah.gov** and use the comment map to enter a comment (también está disponible una versión en español)



Send an email to i15eis@utah.gov

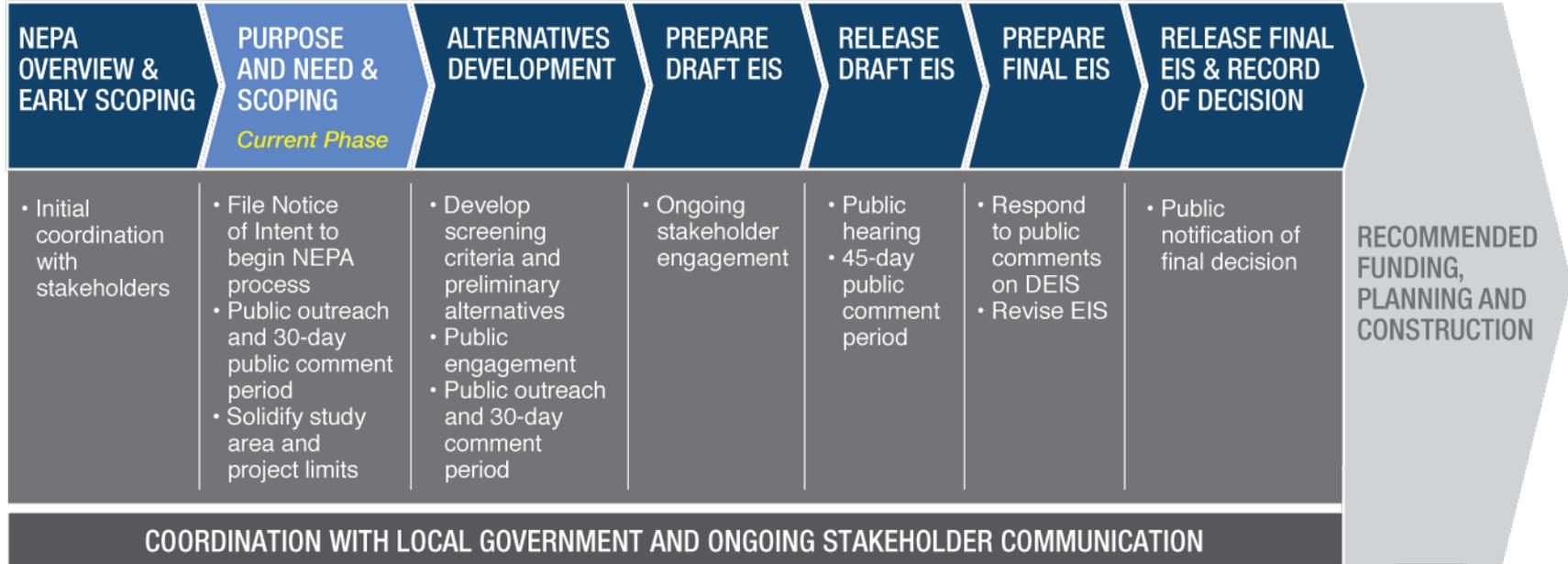


Address: 392 E Winchester St., Ste. 300
Salt Lake City, UT 84107



Any individual needing special accommodations to make a comment should contact the project team at (385) 220-5797

Schedule



Ways to stay in touch



Email: i15eis@utah.gov



Website: i15eis.udot.utah.gov



Phone: 385-220-5797



Facebook Group: facebook.com/groups/i15eis

An aerial photograph of a city and highway system, overlaid with a semi-transparent blue filter. The text is centered on the image.

I-15 ENVIRONMENTAL IMPACT STATEMENT Farmington to Salt Lake City

Scoping, Purpose and Need

Spring 2022

City Council Staff Report



Subject: 2022-2023 Projects and Priorities

Author: Gary Hill

Department: Administration

Date: April 12, 2022

Background

The 13 major departments of Bountiful City are working on many different projects in various stages of completion at any given time. Because most of these are executed with little fanfare after being budgeted and authorized by the City Council, it can be a challenge for the Council or the public to know the breadth of City operations.

Of particular note are projects that have a high level of public interest or City Council focus. With the budget-conscious level of staffing that is a hallmark of Bountiful's strong financial DNA, there is limited capacity to undertake too many projects at any given time. Prioritization of projects, therefore, is a critical part of managing both City dollars and resident expectations.

Analysis

The attached spreadsheet is a snapshot of the major projects and initiatives City departments are currently working on. The list is not comprehensive and does not include any ongoing responsibilities such as responding to resident concerns, receiving and processing landuse permits, or the myriad other tasks departments and employees are responsible for on a day to day basis. The projects on the attachment could be considered "special projects" that are (usually) above and beyond routine workload.

The attached document is intended to highlight what major initiatives are "already in the hopper," how many departments are involved with each, and how long they are likely to take. Because "nothing is a priority if everything is," the list can help City staff and the City Council wisely manage resources (including staff time). New initiatives will, in many cases, require some of those listed on the report to be completed, delayed or cancelled before they can be considered.

Significant Impacts

None at this time.

Recommendation

This is for information only. No action is required at this time, but feedback on this list, and the importance of the projects would be appropriate.

Attachments

2022-2023 Projects and Priorities

Priorities/Projects for 2022-2023

<u>Projects</u>	<u>Engineering</u>	<u>Planning</u>	<u>Streets</u>	<u>Water</u>	<u>Power</u>	<u>Parks</u>	<u>Administration</u>	<u>Legal</u>	<u>Finance</u>	<u>Police</u>	<u>IT</u>	<u>Length of Process</u>	<u>Adds Operating Costs?</u>	
<u>Engineering Department</u>														
Skate Park Public Design Process	x						x					Short	2-3 mos	N/A
North Canyon Parking Lot	x	x	x	x		x	x	x				Short	6-9 mos	Yes
Eagle Ridge Drive	x		x	x	x		x			x	x	Short	6-9 mos	Yes
800 East Storm Drain	x		x	x								Mid	12 mos	No
Main Street Storm Drain (w/UDOT)	x		x					x				Mid	12 mos	No
Milcreek Reservoir Replacement (ARPA funds)	x			x								Long	2 years	No
100 North Parking Lot (Wight House)	x		x									Short	3-9 mos	Yes
<u>Planning Department</u>														
Short Term Rentals (and TRT)	x	x					x	x	x			Short	3 mos	Yes
General Plan Update	x	x		x			x	x				Mid	12-15 mos	No
Hospital Zone		x										Short	3-6 mos	No
Downtown Parking		x					x	x				Short	3-6 mos	No
Renaissance - Broadhead Buildings	x	x					x	x				Short	6-18 mos	No
Renaissance - Knowlton Buildings	x	x					x					Short	3-6 mos	No
<u>Police Department</u>														
Computer-aided Dispatch/RMS/Mobile conversion										x	x	Mid	12 mos	Yes
Countywide Dispatch virtual consolidation							x	x		x	x	Long	2 years	?
<u>Administration and Finance</u>														
Farmers Market and Plan for future opportunities		x				x	x					Short	6 mos	Yes
Public Art Program	x	x				x	x	x				Short	3-6 mos	Yes
Dance Studio Parking Lot and Related Projects	x	x			x		x	x				Short	6-12 mos	Yes
General Obligation Bond Issuance							x	x	x			Short	3 mos	No
RDA Bonds for Renaissance Towne Center Parking		x					x	x				Short	3-6 mos	No
Animal Control Consolidation Effort							x	x		x		Long	2 years	No
Implementation of GASB 87 re: leases	x		x	x	x	x	x	x	x	x	x	Mid	12 mos	No
<u>Information Technology</u>														
Fiber - Decision on Implementation	x						x	x			x	Short	6-9 mos	N/A
Computer-aided Dispatch Conversion										x	x	Mid	12 mos	No
Upgrade of MUNIS Financial System	x	x							x		x	Mid	12 mos	No

* Projects with a high level of public interest and involvement, or which require considerable staff time with Council and/or the public are highlighted in RED.

Priorities/Projects for 2022-2023

<u>Projects</u>	<u>Engineering</u>	<u>Planning</u>	<u>Streets</u>	<u>Water</u>	<u>Power</u>	<u>Parks</u>	<u>Administration</u>	<u>Legal</u>	<u>Finance</u>	<u>Police</u>	<u>IT</u>	<u>Length of Process</u>		<u>Adds Operating Costs?</u>	
<u>Human Resources</u>															
Columbus Day Training for Employees		x				x	x					Short	6 mos	Yes	
Market Study for Parks/Cemetery/Golf/Eng./Finance						x	x		x			Short	9 mos	Yes	
<u>Streets</u>															
200 South Reconstruction	x		x									Short	3-6 mos	No	
400 South Reconstruction	x		x									Short	12 mos	No	
Road Overlays - 5.3 miles	x		x									Short	12 mos	No	
Pavement Preservation - 13.7 miles	x		x									Short	12 mos	No	
<u>Parks</u>															
Washington Park Design and Construction	x		x	x	x	x	x					Mid	18 mos	Yes	
Parks Irrigation Automation and Conservation	x				x	x	x				x	Mid	1-2 years	Yes	
<u>Water</u>															
Cader Well Rehabilitation	x			x								Short	12 mos	No	
Viewmont Well Revitalization	x			x								Short	3-6 mos	No	
<u>Power</u>															
Hire, Train, and Equip a New Line Crew					x		x					Short	6-9 mos	Yes	
Echo Control System Replacement and Upgrade					x						x	Mid	9-15 mos	Yes	
Design and Engineer Northwest Substation					x							Short	12 mos	No	
Rebuild NW Substation			x		x							Mid	1-2 years	No	
Resource Monitoring and Acquisition					x		x	x				Mid	1-2 years	Yes	
<u>Multi-Departmental Projects</u>															
Water Conservation and Restrictions	x	x		x		x	x	x				Mid	12-18 mos	Yes	
Trail Construction	x	x				x	x					Long	3-5 years	Yes	
Bountiful B Parking and Jurisdiction Issues	x	x	x			x	x	x				Mid	1-2 years	Yes	
Fiber - Implementation	x		x		x		x	x			x	Long	3-4 years	Yes	
Main Street Planter, Parking, Lighting, and Sidewalk Overhaul	x	x	x	x	x	x	x				x	Long	1-2 years	No	

* Projects with a high level of public interest and involvement, or which require considerable staff time with Council and/or the public are highlighted in **RED**.

1 **Minutes of the**
2 **Finance and Administration Committee Budget Meeting**

3 Bountiful City Hall Council Work Room
4 April 11, 2022 (4:00 p.m.)
5

6 Present:

7 Committee Members: Kendalyn Harris (Chair), Jesse Bell, Millie Segura Bahr,
8 Kate Bradshaw
9 City Manager: Gary Hill
10 Assistant City Manager: Galen Rasmussen
11 Department Personnel: Clint Drake, Shannon Cottam, Lloyd Cheney, Todd
12 Christensen, Francisco Astorga, Greg Martin, Tyson Beck,
13 Ted Elder
14

15 Official Notice of this meeting had been given by posting a written notice of same and an agenda at
16 the City Hall and providing copies to the following newspapers of general circulation: Davis Journal,
17 Standard Examiner, and the Utah Public Notice Website.
18

19 Committee chair Kendalyn Harris opened the meeting with a call to order at 4:02 p.m., and those in
20 attendance were welcomed.

21 Gary Hill, City Manager, reviewed the newly updated narrative sections in the budget and how they
22 flow in describing essential roles of departments and budget priorities.

23 **PRESENTATION OF BUDGETS**

24 **City-wide Financial Overview**

25 Gary Hill provided the Committee with a City-wide budget overview. No general property tax increase
26 is being proposed and property tax is anticipated to be within budget expectations. Gary outlined the
27 overall revenue structure of the General Fund which includes property tax, sales tax, franchise type
28 taxes and miscellaneous other sources. Sales Tax increases over the last two fiscal years were at 15%
29 in fiscal year 2021 and are trending at 12% for fiscal year 2022. Trends in sales tax are not expected to
30 be sustainable long-term so staff is budgeting carefully to compensate for this expectation. The
31 budget for fiscal year 2022-2023 includes a Cost-of-Living Allowance (COLA) of 3%; merit based pay
32 adjustments for eligible employees; market adjustments in a few departments like the Streets and
33 Police departments along with department head positions. A review of General Fund expenditures
34 was made as well with highlights on personnel services which reflect about \$1.2 million increase in
35 salary costs (\$900,000 of which is for Police). There is a 4% increase in the budget for health
36 insurance premiums due to combined renewal rates received from both health insurance carriers
37 used by the City.

1 Galen Rasmussen noted that more and more sales tax is needing to be allocated annually to cover
2 General Fund activities rather going toward funding of capital improvements. For instance, in the
3 Fiscal Year 2021-2022 budget, only 28% of total sales tax was being allocated to Capital Fund where
4 historically the Capital Projects Fund has received more than 50% of the total sales taxes received by
5 the City. This condition results in less money being available for infrastructure ongoing.

6 **Treasury Department**

7 Ted Elder, City Treasurer, presented the budget of the Treasury Department. An overview of the
8 department was provided including the major functions which include utility customer service, and
9 treasury functions of collection, safeguarding and investing of city funds. Ted Elder is a member of the
10 Utah Money Management Council which is the body that oversees all public investment in the State.
11 Ted is also a member of the board of the Utah Association of Public Treasurers. Reporting
12 requirements on investments were also mentioned as a major function. Department staff are looking
13 toward the upgrade of the MUNIS and related software platforms and plan to provide training
14 opportunities to staff members to keep up to date on that software. The department continues to
15 offer and encourage customer use of electronic payment options instead of in person or mailed
16 payments. Ted reviewed for the committee the major line item changes in expenditures along with
17 and the organization structure.

18 **Finance Department**

19 Tyson Beck, Finance Director, was asked to present the budget of the Finance Department. A review
20 of the department's major functions was reviewed which are primarily related to financial accounting
21 and reporting for both Bountiful City and the South Davis Recreation District which the Finance and
22 other City staff serve through an interlocal agreement. The organization structure of the department
23 was outlined along with their responsibilities. Fiscal year priorities were outlined including work with
24 other departments for securing a General Obligation Bond issue to help with funding for Washington
25 Park and trails projects throughout the City. Discussion on the implications of timing for bond
26 issuance with rising interest rates was discussed. Tyson Beck and Galen Rasmussen mentioned that
27 the firm of Lewis Young has been advising the City staff on appropriate timing and bonding structures.
28 Other priorities of the department include study and implementation of Government Accounting
29 Standards Board (GASB) standards each year to the financial statements along with plans for the
30 upgrade of the MUNIS software platform as discussed in the Treasury budget review. A discussion
31 regarding the services provided to the Recreation District was held. Tyson noted that Bountiful City
32 charges for services based on an allocable share of time spent in serving the District's needs.
33 Performance measures were also reviewed along with line item budget detail highlights.

34

35

1 **Debt Service Fund Budget**

2 Tyson Beck presented the budget request for the Debt Service Fund. This is currently an inactive fund
3 which only earns a minor amount of interest annually. However, the future debt service of General
4 Obligation Bonds will be accounted for in this fund in the new fiscal year. As such, an estimated
5 revenue of \$1.2 million is budgeted for fiscal year 2023.

6 **Cemetery Perpetual Care Fund**

7 Tyson Beck mentioned that the Cemetery Perpetual Care Fund is used to accumulate monies for the
8 eventual ongoing maintenance of the City's cemetery property. This maintenance will be in
9 perpetuity once all lots have been sold. Revenue streams include a portion of lot sales revenue along
10 with interest income.

11 **Landfill Closure Fund**

12 As noted by Tyson Beck, this fund accounts for the closure and post closure care costs of the City's
13 landfill. A review of the transition of the landfill from joint ownership with neighboring cities to
14 Bountiful City ownership was provided along with a mention of the available funds for ultimate
15 closure and post closure care which currently total approximately \$3 million. Revenues are derived
16 from interest income.

17 **Human Resources Department**

18 Shannon Cottam, Human Resources Director, presented the budget of the Human Resources
19 Department. An outline of duties in the department was made including the department's service to
20 the City and Recreation District. Changes in staffing from retirement of a long-term employee last
21 year now brings a need for training and greater efficiencies. It was noted that hiring of employees
22 citywide continues to be a challenge given a difficult labor market. A discussion ensued regarding
23 training opportunities for employees. It was noted that one such event would be held as a day long
24 event on Columbus Day. There was also a mention of the ongoing practice of rotating market studies
25 on job positions with a focus of maintaining competitive compensation and benefits when compared
26 with similar entities. A review of department performance measures was made along with a line item
27 budget highlight for key areas.

28 **Engineering Department**

29 Lloyd Cheney, City Engineer, presented the budget of the Engineering Department along with Todd
30 Christensen, Assistant City Engineer. A handout showing data on monthly tasks performed in the
31 department was distributed. The Building department tasks included administrative duties, permit
32 processing, inspections and customer service at the counter. Engineering department tasks include

1 administrative duties, development reviews, design and management of projects, permitting and
2 inspections, along with environmental program management.

3 Major roles and critical functions were reviewed along with fiscal year priorities. Priorities for the
4 upcoming fiscal year include the:

- 5 • Eagle Ridge Drive project.
- 6 • North Canyon Trailhead.
- 7 • Trails master plan.

8 A review of the Engineering department line-item budget was made with highlights on significant
9 dollar changes including personnel services categories and the transitioning of new staff which require
10 use of contracted professionals for a time. Other changes include changes in fees for certain permits
11 and other services in the department as previously reviewed with the Mayor and Council.

12 **Planning Department**

13 Francisco Astorga, Planning Director, presented the budget request of the Planning Department. A
14 review of fiscal priorities of the department was made including a General Plan update; trails master
15 planning; BRT corridor support; along with the training and development of new staff as a key priority.

16 Questions from the committee centered on staff recruiting plans and selected projects. A review of
17 line-item budgets was made with a note that the large reduction in expenditures for professional
18 services was due to a contract change. Credit card charges were questioned by committee members
19 and they expressed a desire for a study on ways the City could recover these credit card fees in the
20 future through adjusting associated fees in each department. Performance measures were also
21 reviewed by Francisco.

22 **Redevelopment Agency (RDA) Fund**

23 Francisco Astorga reviewed the Operating Fund and Revolving Loan Funds budgets along with stating
24 the purposes of the agency in relation to development in the project area which includes historic main
25 street updates. Fiscal year priorities include pedestrian, parking, and lighting along with related
26 improvements on main street. Work in fiscal year 2023 will be centered primarily in design work with
27 most capital improvements coming later. Long-term capital plans of the RDA were reviewed along
28 with funding methodologies.

29 **Information Technology Department**

30 Greg Martin from the Information Technology Department presented the budget for the Department.
31 Fiscal year priorities were highlighted including continued implementation of recommendations of a
32 prior network security and vulnerability assessment. Disaster recovery and data backup efforts are a

1 priority along with helping to coordinate the fiber to the home study; migration of the city's internet
2 domain will be a key activity along with implementation of the Spillman computer CAD system. Line
3 items in the budget were reviewed. The addition of a new helpdesk employee was noted as a major
4 improvement in helping to provide timely and professional service to departments. Other changes in
5 the personnel services area for the new fiscal year include cost of living, merit increases and market
6 adjustments. Additional discussion focused on the security access to systems and efforts made to
7 secure City network access. Performance measures were highlighted with particular mention of the
8 number of servers managed and data capacity increases.

9 **Computer Replacement Fund**

10 Greg Martin and Gary Hill presented the budget for the Computer Replacement Fund. This fund is
11 used to primarily to purchase replacement computers and servers for city-wide departments. About
12 40 computers are replaced per year. Supply chain issues have affected replacement equipment
13 availability.

14 **Legal Department**

15 Clint Drake, City Attorney, reviewed the budget request from the Legal Department. Fiscal year
16 priorities were reviewed including the defense of city interests in civil and other matters; assistance
17 provided to the Planning Department was noted as a significant time commitment along with other
18 legal support to departments of the City. Training of employees is conducted regularly for
19 minimization of risk. It was noted that the Legal department is involved in every personnel action
20 along with the City Manager and Human Resources. Another priority in the new fiscal year will be the
21 implementation of improvements in prosecutor processes and procedures to achieve greater
22 efficiencies.

23 Line-item changes in the budget were highlighted including changes in support of improving the
24 efficiencies of the Prosecutor function such as technology upgrades.

25 **Liability Insurance Fund**

26 Clint Drake presented the budget request for the Liability Insurance fund. This fund includes coverage
27 for liability, property, and similar coverage areas that are then allocated to benefitting departments.
28 Line-item budget changes were highlighted including further outside legal counsel assistance on
29 claims. There was note made of the needs for drawing on fund balance to sustain operations.

30 **Workers' Compensation Fund**

31 Clint Drake presented the budget request for the Workers' Compensation Fund. This fund includes
32 insurance protection for employees working on City projects and activities. Line-item budget review
33 was made and similar mention was made of the need to draw on fund balance to sustain operations.

1 **Legislative Department**

2 Gary Hill presented the Legislative Department budget. A line-item budget review was made noting
3 that the department provides contributions to community groups along with paying for personnel
4 services of the elected officials. Changes in the budget include increased amounts due to the Utah
5 League of Cities and Towns but there is a decrease in the amount budgeted for elections since there is
6 no municipal election this coming fiscal year. Major capital projects were outlined including the
7 Washington Fields complex and \$150,000 set aside as a contingency amount for unexpected needs.

8 **Executive Department**

9 Gary Hill presented the Executive Department budget. Line-item budget review included note of
10 personnel services increases which are primarily from a cost of living allowance.

11 **Committee Action and Adjourn**

12 Committee chair Harris asked for a motion to approve the budgets presented. Committee member
13 Bahr made a motion for approval of all budgets presented. This motion was seconded by Committee
14 member Bell. Voting was unanimous with Committee member Harris, Bell and Bahr voting aye.

15 The meeting adjourned at 7:08 p.m. on a motion made by Committee member Bahr and seconded by
16 Committee member Bell. Voting was unanimous with Committee members Harris, Bell, and Bahr
17 voting "aye".

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

3 Bountiful City Hall, Council Work Room
4 April 12, 2022 (3:00 p.m.)
5

6 Present:

7 Committee Members: Jesse Bell (chair), Richard Higginson, Kate Bradshaw
8 Cecilee Price-Huish, Kendalyn Harris
9 City Manager: Gary Hill
10 Assistant City Manager: Galen Rasmussen
11 Department Personnel: Lloyd Cheney, Todd Christensen, Brock Hill,
12 Kent McComb, Thomas Rhodes, Bruce Sweeten,
13 Paul (Geno) Flanary
14

15 Official Notice of this meeting had been given by posting a written notice of same and an agenda at
16 the City Hall and providing copies to the following newspapers of general circulation: Davis County
17 Clipper, Standard Examiner, and on the Utah Public Notice Website.
18

19 Committee chair Jesse Bell called the meeting to order at 3:05 p.m. and welcomed those in
20 attendance.

21 **PRESENTATION OF BUDGET**

22 **Recreation Arts & Parks (RAP) Tax Grant Applications**

23 Committee chair Bell asked Gary Hill and Galen Rasmussen to review a summary of applications
24 received and requested funding. A staff report was issued to the Mayor and City Council to
25 summarize the requested funding and staff analysis. Each entity's funding request was outlined in
26 summary form for the Committee members. There was discussion on staff recommendations for
27 changes in the existing program guidelines and concurrence on the need for more clarity in the
28 program guidelines for the future. Mayor Harris expressed her feeling that the existing guidelines
29 should be used for this year's evaluations rather than using the staff recommended guideline
30 clarifications. A suggestion was made that a subcommittee could be formed to review requests and
31 then make presentation to full City Council as in the past. Committee discussion led to a decision to
32 forgo this past practice in favor of the existing committee's ability to make the funding decisions and
33 then present the recommendations directly to the full City Council during the consideration of a
34 Tentative Budget.

35 A recommendation was made to hold a separate meeting of the Parks, Recreation and Arts
36 Committee for the purpose of reviewing the staff recommended changes to program guidelines with

1 the intent of the Committee adopting a revised set of guidelines to apply to the next round of grant
2 funding.

3 Comments were provided by Jansen Davis (Centerpoint Legacy Theatre) on the process this year and
4 his feeling that their organization’s request is capital in nature and eligible for funding. Mr. Davis
5 expressed his feeling that there were unclear guidelines on funding eligibility and that they have other
6 projects that could have been recommended to qualify for funding if their current request is not
7 deemed eligible. Gary Hill and Committee member Higginson noted that there has always been a
8 distinction made in the guidelines (as set by original Council intent) between new (betterment)
9 requests versus replacement of existing which is deemed ongoing operational in nature.

10 Discussion ensued among the committee members and other Council Members present relative to
11 the amount of funding to be approved for each organization when considering their requests, staff
12 recommendations and amounts deemed eligible using the existing program guidelines for evaluation.
13 A compromise consensus decision for the following funding levels was made by the committee
14 members (totaling \$51,035 on a budget of \$78,000):

- 15 • Bountiful Davis Arts Center (BDAC)
16 \$17,335 (staff recommended amount of \$9,135 plus an additional \$8,200 to fund the
17 Gingerbread Festival, Artist Talks, and Senior Sing Along)
- 18 • Bountiful Historical Foundation
19 \$7,500 (as recommended by staff)
- 20 • Centerpoint Legacy Theatre
21 \$10,000 (compromise solution to be used for carpeting or other eligible expense)
- 22 • Joy Foundation
23 \$16,200 (as recommended by staff)

24 A motion was made by Committee member Higginson to fund grants in the total amount of \$51,035
25 as outlined in the staff report with adjustments noted above. The motion was seconded by
26 Committee member Bradshaw. Committee members Bell, Higginson, and Bradshaw all voted aye.
27 Motion was made by Committee member Bradshaw for the Committee to meet again for the purpose
28 of reviewing the proposed guideline revisions and to recommend to full Council on grant amounts.
29 Committee member Higginson seconded the motion. Committee members Bell, Higginson, and
30 Bradshaw all voted aye.

31 **Golf Fund**

32 Brock Hill introduced Kent McComb, Golf Professional, and Thomas Rhoades, Course Superintendent.
33 Fiscal year priorities were reviewed by Brock Hill and Kent McComb which included a greater focus on
34 men’s and women’s associations among other priorities. The line-item budget highlights of the Golf
35 Fund were discussed including a planned \$1.00 increase for nine-hole rounds and the same \$1.00

1 increase for nine-hole round cart rentals. All increases would be effective January 1, 2023. A
2 discussion was held on the seasonality of golf operations and past practices of matching fee increases
3 with the season for consistency. Reasons for the dollar changes in personnel services between budget
4 years include the cost of living and related changes in such items as health insurance premiums.
5 Operational expense increases include anticipated changes in prices for fertilizers and similar items.
6 Due to changes in how the Bountiful Irrigation District charges large (2.5 acres +) parcels the City will
7 pay more for water than previous years. Committee recommends further study on need for more
8 adjustments in fees to address increasing operating costs. Also, the committee members requested a
9 comparison of the City's fees with surrounding courses.

10 **Government Buildings Department**

11 Brock Hill introduced Bruce Sweeten, Building Maintenance Supervisor, and Bruce reviewed the
12 department's fiscal year priorities. These priorities include:

- 13 • A focus on use of available supplies on hand to repair facilities to save on need to buy new
14 items such as lighting and other building fixtures.
- 15 • Emphasis on training of staff to enhance use of Office365 for managing requests for service
16 from departments.

17 An inquiry was made on the possibility of putting the firepits at Bountiful Town Square on a motion
18 sensor. Bruce indicated that the firepit at the Ice Ribbon would be converted over to a switch, rather
19 than the current handheld remote type of control, which would result in simplified operation for the
20 Ice Ribbon staff.

21 **Cemetery Fund**

22 Geno Flanary, Cemetery Sexton, and Brock Hill, reviewed fiscal priorities with the Committee
23 including:

- 24 • Reroofing of Cemetery Office.
- 25 • Plant 16 trees in Plat R (in the last windstorm 18 trees were lost)
- 26 • Add sprinkler line in Plat G adjacent to Cottonwood Street.

27 The line-item budget includes a \$50,000 increase in grave opening fees and a \$60,000 increase in plot
28 sale revenue due to increased sales and a change in fees.. This is needed to help in a continuing effort
29 to incentivize current and future availability of the existing cemetery spaces for residents since many
30 non-residents are still purchasing lots. Changes in the budget within the personnel services category
31 stem mostly from the 3% cost of living allowance and related items including a 4% medical insurance
32 increase.

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Parks Department

Brock Hill reviewed fiscal year budget priorities of the Parks Department:

- Continued focus on Improving maintenance in the Parks.
- Assist with developing Washington Park and North Canyon Trailhead.
- Assist with Bountiful trail network.

The line-item budget changes for fiscal year 2022-2023 are mostly related to personnel services due to the cost of living allowance of 3% and related accounts. Questions were asked about increases in operation and maintenance categories and how seasonal hiring is looking now. Brock addressed the trends for market increases in many of the consumable items in the budget and acknowledged the effects of the difficult employee recruitment and retention environment noted by other departments.

Trails Department

Gary Hill reviewed the new Trails Department budget. Since fiscal year 2022-2023 will be the first year of operations the budget categories and amounts listed are management’s best faith estimates. The long-term capital plan for Trails was also reviewed with the committee, much of which will be funded from an upcoming General Obligation Bond issue. There will also be some donated funds that will be received for trails development over time.

RAP Tax Fund

Gary Hill reviewed the budget request for the RAP Tax Fund. Fiscal year priorities focus mostly on reconstruction of pickleball courts at Twin Hollows Park in fiscal year 2022-2023. The long-term capital plan outlines projects that are anticipated in the next few years of the remaining RAP Tax authorization along with items planned if the RAP Tax authorization is renewed in 2026 by the voters.

City-wide Financial Overview

Gary Hill provided for the Committee a City-wide budget overview including an outline of the revenue structure of the General Fund. Sales Tax increases over the last two fiscal years have come in at 15% for fiscal year 2020-2021 and 12% in fiscal year 2021-2022 thus far compared to the prior reference years. Current historically large increases in sales tax are not expected to be sustainable long-term so staff is recommending a conservative budget to recognize that the revenue trend may not continue. The budget includes a Cost-of-Living Allowance (COLA) of 3%; merit-based pay adjustments for eligible employees; and market adjustments are included in a few departments like the Streets and Police departments along with Department Heads positions. There is a 4% increase in the budget for health insurance premiums due to combined renewal rates received from both health insurance carriers

1 used by the city. The city received notice recently of a change in how the Bountiful Irrigation District
2 will charge large properties. This change will result in increased costs in the new fiscal year (total of
3 \$132,000 citywide).

4 **Committee Action and Adjourn**

5 Committee member Bradshaw made a motion to approve the budget submissions of the Golf Fund,
6 Government Buildings Department, Cemetery Fund, Parks Department, Trails Department and RAP
7 Tax for Fiscal Year 2022-2023. The motion was seconded by Committee member Higginson.

8 The meeting adjourned at 5:00 p.m. by committee consent.

DRAFT

Minutes of the
BOUNTIFUL CITY COUNCIL

April 12, 2022 – 5:00 p.m.

Present:	Mayor	Kendalyn Harris
	Councilmembers	Millie Segura Bahr, Jesse Bell, Kate Bradshaw, Richard Higginson, Cecilee Price-Huish
	City Manager	Gary Hill
	City Attorney	Clinton Drake
	City Engineer	Lloyd Cheney
	Planning Director	Francisco Astorga
	Finance Director	Tyson Beck
	Parks Director	Brock Hill
	Streets Director	Charles Benson
	Water Director	Kraig Christensen
	Cemetery Superintendent	Geno Flanary
	Parks Maintenance Supervisor	Jason Miller
	Assistant City Planner	Nicholas Lopez
	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 by providing copies to the following newspapers of general circulation: Davis County Journal and Standard Examiner.

Work Session – 5:00 p.m.
City Council Chambers

Mayor Harris called the meeting to order at 5:06 p.m. and welcomed those in attendance.

WATER OUTLOOK AND CONSERVATION DISCUSSION – MR. LLOYD CHENEY

Mr. Lloyd Cheney explained that Utah’s drought conditions have necessitated the need for City-wide water restrictions for another year. He explained that irrigation water is allotment-based, so even if Bountiful uses up its allotment early, Bountiful Irrigation District will not give us more. Weber Basin and the Bountiful Irrigation District are imposing the following restrictions for this year: a reduced irrigation season from mid-May to September (unless the allotment is used up sooner), watering is allowed only one day per week, and all new landscaping must comply with the restrictions. He warned that if residents use up the City’s allotment early and start irrigating with culinary water, it will pose serious problems for the City’s water system, which is not designed to handle that kind of demand.

Mr. Cheney explained that the goals of these water restrictions are to be able to meet household water demand and to maintain the City’s emergency water reserves for fire flows. City staff also wanted to create a policy that would be easy to understand and equitable for everyone. They also believe it is important for the public to have nice places to recreate and, although they will not be “emerald green”, the parks will be kept nice.

1 Mr. Kraig Christensen explained that Bountiful has nine wells which supply 60% of the City's
2 culinary water. The City also purchases water from Weber Basin and from South Davis Water. Due
3 to the drought conditions Weber Basin has reduced allotments by 10%, so instead of 1000 acre-feet
4 the City will receive 900 acre-feet. He explained that the City has sufficient water storage, but if
5 water is used too quickly it can cause issues with the well pumps. He said that peak usage in the
6 summer was just below 5.6M gallons per day, with the average around 4M gallons a day.

7 Mr. Cheney explained the proposed restrictions for this year. He said that using culinary water
8 for irrigation is prohibited in places serviced by the Irrigation District, outdoor watering is prohibited
9 between 10:00 a.m. and 6:00 p.m., no watering will be allowed on Wednesdays (reservoir recovery
10 day), watering will be limited to one-day per week (20-minute limit for pop-up heads and 40-minute
11 limit for rotor sprinklers), and residential pools cannot be filled at a rate exceeding five gallons per
12 minute. He further explained that the City will continue to provide public spaces for everyone to
13 enjoy, with a focus on preventing permanent damage to its investments. The golf course will be
14 maintained but staff will make changes to conserve water there as well.

15 The Councilmembers all said they were comfortable with the restrictions as presented.

16 The Council discussed with staff the best ways to communicate these restrictions to residents
17 and the best way to encourage compliance.

18 Mr. Brock Hill presented the plan for managing the 47 properties the Parks Department
19 maintains. He explained they have prioritized the properties and will focus on both high-use and
20 high-visual properties. They will be monitoring water usage very closely and changing watering
21 schedules as field usage and the weather changes throughout the season. They will not be watering
22 around park perimeters as much and will adjust what they are planting this year to be more water-
23 wise.

24 Councilmember Bradshaw suggested that signs be placed to help residents understand why
25 City parks will not be as green as usual this year, and also that the Town Square water feature is using
26 recirculated water.

27 Mr. Brock Hill also explained that the Cemetery and the Golf Course will also not be as green
28 and that can be hard for residents to understand. He said they will post signs there to help
29 communicate the City's efforts to conserve water.

30 Mr. Brock Hill asked for direction concerning Washington Park. He reminded the Council
31 that the City has committed to the School District and to the residents that it would provide a park
32 and field space by next spring. He asked if they should move forward laying down seed for six acres
33 of new turf and putting in the new plantings during the water restriction. He said that staff
34 recommends moving forward with the park on a limited basis, but it may be wise to ask the residents
35 for their opinion.

36 Councilmembers discussed the possibility of using sod in some places instead of seeding all
37 of it, with the cost being the main issue. They suggested staff talk to the school district about it and
38 see if the district could help compensate for the extra expense if it meant having playable fields by
39 next year.

40 Councilmember Bradshaw asked about the plan for City-wide irrigation upgrades presented in
41 the staff report. Mr. Gary Hill answered that staff will likely take this season to do pricing and design,
42 then implement and install next year all at once.

43 Mr. Francisco Astorga presented the Weber Basin rebate program called "Flip your Strip",
44 which gives \$1.25 per sq/ft to residents who convert their park strip from turf to water-wise
45 landscaping. He explained that Bountiful residents would be eligible to apply for the program only if
46 the City amended parts of its land use code regarding landscaping. He explained that the City would

1 have to limit the amount of turf allowed on single-family residential properties (35% of landscaped
2 area), commercial, professional offices and multi-family residential properties (15% of landscaped
3 area), and no turf would be allowed in park strips, slopes greater than 25%, areas wider than eight
4 feet, parking landscapes or buffer areas. He said that Weber is working with the State right now and
5 the 35% restriction for single-family residential properties may change in the next two weeks as they
6 finalize details. Irrigation control requirements would also need to be added and parts of the
7 xeriscaping ordinance would need to be changed. He asked the Council if they would like to move
8 forward with making those changes to the code.

9 The Mayor and the Council all said they were comfortable making those changes. Mr.
10 Astorga said he would come back later with those amendments, after the final turf restriction for the
11 single-family residential zone is determined.

12
13 **SHORT TERM RENTAL ORDINANCE OVERVIEW – MR. FRANCISCO ASTORGA**

14 Mr. Astorga presented the changes to the Short-Term Rental ordinance that the Council
15 requested at the previous meeting held March 22. A reduced fee was added to the ordinance for
16 residents who already have an approved ADU and an enforcement component. He said staff will
17 prepare a Transient Room Tax ordinance as directed.

18 Councilmember Bahr asked to have the phrase “any complaint properly received” (item G,
19 Line 81) clarified to specify “in writing.” Mr. Astorga agreed to change that.

20 Councilmember Price-Huish asked that the City require the designation of a local registered
21 agent for each STR which does not have a local owner. The Council discussed this idea and decided
22 it could be achieved as part of the yearly business license renewal process. All Councilmembers liked
23 the idea and asked it to be included in the ordinance.

24 Councilmember Price-Huish also said she would like to see this ordinance reviewed annually
25 to make sure the City is addressing any issues that may arise. Mr. Gary Hill recommended it be
26 included in the annual moderate-income housing report which is presented to the Council. The
27 Council agreed to that idea.

28
29 **FY 2023 PRIORITIZED PROJECT UPDATE – MR. GARY HILL**

30 This item was tabled until a future date.

31
32 **NEWSLETTER FORMAT DISCUSSION – MR. GARY HILL**

33 This item was moved to the regular meeting agenda.

34
35 The meeting ended at 6:57 p.m.
36
37
38

39 **Regular Meeting – 7:00 p.m.**
40 **City Council Chambers**

41
42 **WELCOME, PLEDGE OF ALLEGIANCE AND THOUGHT/PRAYER**

43 Mayor Harris called the meeting to order at 7:07 p.m. and welcomed those in attendance. Mr.
44 Terry Eggett led the Pledge of Allegiance and Pastor Benjer McVeigh, from Flourishing Grace
45 Church, read the scripture Micah 6:8, and offered a prayer on behalf of the people of Ukraine.
46

1 **PUBLIC COMMENT**

2 The public comment section was opened at 7:11 p.m.
3

4 Mr. Terry Eggett (1351 East 1800 South) stood to say thank you to the City staff and the
5 Council for their support as his family built a subdivision. He said he was very grateful for all those
6 involved in the many departments who collaborated on this project, and said he made new friends
7 along the way.
8

9 Mr. Ray Ward (854 East Millbrook Way) said that he has not succeeded in his efforts to find a
10 group of people who want to contribute to the new pickleball courts at Washington Park but said that
11 he was still willing to donate the cost of one new court if the City would match it, making eight
12 courts total. He said that if that does not work, he will donate \$15,000 to be used for additions to the
13 park at the discretion of the City.
14

15 Ms. Ellie Rogers (5 West 1400 South) stood to voice her concerns about allowing STRs in
16 our city. She said STRs take away from our affordable rental housing stock at a time when we need
17 more housing and exposes our communities to a “revolving door of patrons” who do not build our
18 community.
19

20 Mr. Leslie Merrill (2374 South Orchard Place) explained that his company, Field Water
21 Testing, works closely with the Bountiful Water Department. He congratulated the Water Department
22 on their great work and assured the Council and the residents that the water in Bountiful is very clean
23 and pure. He did warn the community, however, that copper levels can become elevated once the
24 water comes into your home if it is not treated right.
25

26 Ms. Debbie Miller (14 East 1500 South) spoke in opposition to STRs in Bountiful. She talked
27 about the many homes in her neighborhood who have switched from ADUs to STRs and how it has
28 affected the “neighborhood feel.” She said this issue goes way beyond the garbage and noise issues.
29 She also said she feels the people who rent STRs are not in need of extra income, rather they are
30 making huge profits.
31

32 Ms. Joann Edminster (57 East 2750 South) asked the Council to consider the external costs
33 that STRs have on neighborhoods. She said she lives next door to an STR and has had unpleasant
34 experiences with renters who get lost and come to her property. She feels there should be regulations
35 regarding these rentals and that they should not be allowed in single-family residential zones.
36

37 The public comment section was closed at 7:26 p.m.
38

39 **CONSIDER APPROVAL OF MINUTES OF PREVIOUS MEETINGS HELD ON MARCH**
40 **22, 2022**

41 Councilmember Price-Huish made a motion to approve the minutes of previous meetings held
42 March 22, 2022, and Councilmember Higginson seconded the motion, which passed with
43 Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting “aye.”
44

45 **COUNCIL REPORTS**

1 Councilmember Price-Huish reported that the BDAC will begin their Music Fest on April 21st
2 and have concerts in April, July and October. They will also be holding Summerfest every Monday
3 evening in June. She encouraged residents to go see the new mural that is being completed on the
4 north side of the building, and to check out the Davis School District art show which will run through
5 April 30th. The BDAC is also bringing back its Family Art Night on April 25th and is free to anyone
6 who comes.

7 Councilmember Bell reported that the Service Council just graduated its highest number of
8 graduates from the CERT training class, 72 graduates. He also announced that Concerts in the Park
9 will be happening again this year at Bountiful City Park and encouraged everyone to attend. He said
10 they are still looking for sponsors to help promote it and make it successful.

11 Councilmember Bradshaw reported that the Utah League of Cities and Towns is looking for
12 people to serve on its various boards and commissions and she encouraged her fellow
13 Councilmembers to serve if able.

14 Councilmember Higginson reminded residents that the Mosquito Abatement District will
15 come and spray your yard if you give them a call.

16 Councilmember Bahr reported that the Police Department has a Citizen's Academy which is a
17 16-week course that allows residents to learn more about our police force and participate in
18 simulations. She recommended everyone learn more about it.

19 **BCYC REPORT**

20 Ms. Brooke Bleazard reported that the BCYC will be putting on its annual Bunny Hop
21 activity on April 16th at Bountiful Park at 9:00 a.m. She also said that applications for the BCYC are
22 due Friday and interviews will begin next week. She reported that their efforts to hold a game day
23 with Centerville, Woods Cross and North Salt Lake leadership councils was postponed due to
24 inclement weather.
25

26 **CONSIDER APPROVAL OF:**

- 27 a. **EXPENDITURES GREATER THAN \$1,000 PAID MARCH 14, 21 & 28, 2022**
- 28 b. **FEBRUARY 2022 FINANCIAL REPORT**

29 Councilmember Bahr made a motion to approve the expenditures paid March 14, 21 & 28,
30 2022 and the February 2022 financial report. Councilmember Higginson seconded the motion. The
31 motion was approved with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting
32 "aye."
33

34 **CONSIDER APPROVAL OF THE APPOINTMENT OF SUSAN ANDERSON, BETH CHILD 35 AND SHARLYNN THOMPSON TO THE COMMUNITY SERVICE COUNCIL – MR. 36 GARY HILL**

37 Mr. Gary Hill expressed his appreciation for the members of the Bountiful Community
38 Service Council and explained that they wish to add three more members; Ms. Susan Anderson, Ms.
39 Beth Child and Ms., Sharlyn Thompson.
40

41 Mr. Brian Potts, Community Service Chair, explained that they are an umbrella organization
42 for volunteer efforts in the City; each member is an expert in their field, and they come together to
43 share labor and resources to help get things done. He expressed his excitement to have these
44 additional members who are wonderful and will add a lot to their council.

45 Mayor Harris added how impressed she is with the list of accomplishments and experiences
46 that all these women bring to the table.

1 Councilmember Bradshaw made a motion to approve the appointments of Ms. Susan
2 Anderson, Ms. Beth Child and Ms. Sharlyn Thompson to the Community Service Council.
3 Councilmember Bell seconded the motion. The motion was approved with Councilmembers Bahr,
4 Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

5
6 **CONSIDER APPROVAL OF THE PURCHASE OF AN AIR2G2 AIR INJECTION**
7 **AERATOR FROM TURF EQUIPMENT & IRRIGATION, INC. IN THE AMOUNT OF**
8 **\$38,923 – MR. BROCK HILL**

9 Mr. Brock Hill explained that this new equipment will aid the golf course with aeration and
10 has the added advantage of being able to reach depths of up to two feet without disrupting the
11 playability of the turf. He said that they have money available due to moving a scheduled truck
12 purchase to next year.

13 Councilmember Bell made a motion to approve the purchase of the Air2G2 aerator and
14 Councilmember Bradshaw seconded the motion. The motion was approved with Councilmembers
15 Bahr, Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

16
17 **CONSIDER APPROVAL OF THE USE OF RESERVE FUNDS IN THE AMOUNT OF**
18 **\$51,432 FOR ADDITIONAL COSTS FOR THE REMODEL PROJECT AT BOUNTIFUL**
19 **RIDGE GOLF COURSE – MR. BROCK HILL**

20 Mr. Brock Hill explained that they had some overages in the budget for the golf course
21 clubhouse remodel. They had cost increases and product availability issues, they ended up needing to
22 replace some of the kitchen equipment and needed to upgrade the flooring and framing due to water
23 damage. He explained that there are funds available in the golf course reserve fund for these overages
24 and asked for permission to spend these funds.

25 Councilmember Bradshaw asked about the contingency fund for the remodel project. Mr.
26 Brock Hill answered that they did not build a contingency into the original costs.

27 Councilmember Price-Huish asked how much this will leave in the reserve fund. Mr. Brock
28 Hill said he did not know but he could find out for her.

29 Councilmember Higginson made a motion to approve the use of \$51,432 in reserve funds for
30 the remodel project and Councilmember Bradshaw seconded the motion. The motion was approved
31 with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

32
33 **CONSIDER APPROVAL OF THE PRELIMINARY AND FINAL SITE PLAN FOR 2055**
34 **SOUTH MAIN STREET – MR. FRANCISCO ASTORGA**

35 Mr. Astorga explained that the plan for this two-building development meets all zoning,
36 material, density and parking requirements. The Planning Commission forwards a positive
37 recommendation.

38 Councilmember Higginson said he thought it was noteworthy that there was only one
39 condition of approval for this plan and congratulated the Planning staff on their work.

40 Councilmember Higginson made a motion to approve the preliminary and final site plan and
41 Councilmember Bahr seconded the motion. The motion was approved with Councilmembers Bahr,
42 Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

43
44 **CONSIDER APPROVAL OF THE PRELIMINARY AND FINAL PUD PLAT FOR 2055**
45 **SOUTH MAIN STREET – MR. LLOYD CHENEY**

1 Mr. Cheney explained that this plat is very ready to go, it meets all PUD plat and zoning
2 requirements, and the developer has been especially accommodating with meeting the requirements
3 of the Fire District as well.

4 Councilmember Higginson made a motion to grant preliminary and final approval of the Plat
5 for the PUD at 2055 South Main Street and Councilmember Price-Huish seconded the motion. The
6 motion was approved with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting
7 “aye.”

8
9 **CONSIDER APPROVAL OF JMR CONSTRUCTION’S PROPOSAL FOR CONCRETE**
10 **ROAD SLAB AND PEDESTRIAN CURB RAMP REPLACEMENT AT THE UNIT PRICES**
11 **NOTED IN THE BID TABULATION – MR. LLOYD CHENEY**

12 Mr. Cheney explained that staff put out another contract for maintenance work on the City’s
13 concrete streets and some pedestrian ramps, especially the ones surrounding schools. JMR was the
14 low bidder and staff is familiar with them and knows they will do a great job.

15 Councilmember Higginson made a motion to approve the contract with JMR Construction
16 and Councilmember Bradshaw seconded the motion.

17 Councilmember Bahr asked for a map of which ramps will be updated. Mr. Cheney said he
18 would get her one.

19 Councilmember Price-Huish asked if this contract will be adding ramps to any curbs that
20 currently are not ADA complaint. Mr. Cheney answered that they will be focusing on curbs around
21 schools that already have ramps but that have fallen out of compliance. Councilmember Price-Huish
22 asked if there is a plan in place to bring more corners into ADA compliance. Mr. Cheney said that the
23 City usually does that at the same time it does maintenance projects, like overlays, reconstructions
24 and storm drain work.

25 The motion was approved with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-
26 Huish voting “aye.”

27
28 **CONSIDER APPROVAL OF RESOLUTION 2022-04 REGARDING WATERING**
29 **RESTRICTIONS – MR. LLOYD CHENEY**

30 Mr. Cheney presented Resolution 2022-04 for approval and explained that a minor change
31 had been made to add in the words, “high-use public facilities” to item nine.

32 Councilmember Price-Huish made a motion to approve Resolution 2022-04 and
33 Councilmember Bell seconded the motion. The motion was approved with Councilmembers Bahr,
34 Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

35
36 **CONSIDER APPROVAL OF THE ADOPTION OF PROCLAMATION 2022-01**
37 **REGARDING WATER SCARCITY – MR. LLOYD CHENEY**

38 Mr. Cheney presented Proclamation 2022-01 for approval.

39 Councilmember Higginson made a motion to approve Proclamation 2022-01 and
40 Councilmember Bahr seconded the motion. The motion was approved with Councilmembers Bahr,
41 Bell, Bradshaw, Higginson and Price-Huish voting “aye.”

42
43 **NEWSLETTER FORMAT DISCUSSION- MR. GARY HILL**

44 Mr. Gary Hill asked for the Council’s preferences concerning the proposed newsletter
45 changes. All the Councilmembers preferred option “B” for the new design and, after some discussion,
46 decided to move forward with sending the newsletter out every other month.

1
2 **ADJOURN TO AN RDA MEETING WITH A SEPARATE AGENDA**
3 Councilmember Bradshaw made a motion to adjourn to an RDA Meeting and Councilmember
4 Bahr seconded the motion. The motion was approved with Councilmembers Bahr, Bell, Bradshaw,
5 Higginson and Price-Huish voting “aye.”
6
7 The regular session was adjourned at 8:02 p.m.

Mayor Kendalyn Harris

City Recorder

PENDING

1 **Minutes of the**
2 **Streets and Sanitation Committee Budget Review Meeting**

3 Bountiful City Streets Department
4 April 13, 2022 (4:00 p.m.)
5

6 Present:

7 Committee Members: Cecilee Price-Huish (Chair), Millie Segura Bahr,
8 Kendalyn Harris, Kate Bradshaw
9 City Manager: Gary Hill
10 Assistant City Manager: Galen Rasmussen
11 Department Personnel: Charles Benson, Scott Redding, Brett Latham,
12 Damian Izatt, Sherry Steed, Lloyd Cheney and
13 Todd Christensen
14

15 Official Notice of this meeting had been given by posting a written notice of same and an agenda at
16 the City Hall and providing copies to the following newspapers of general circulation: Davis Journal,
17 Standard Examiner, and on the Utah Public Notice Website.
18

19 Committee chair Cecilee Price-Huish called the meeting to order at 4:07 p.m. and welcomed those in
20 attendance. The meeting was turned over to Charles Benson and staff to review budgets.

21 **PRESENTATION OF BUDGET**

22 **Overview of Department Operations**

23 A slide presentation was shown for those present to overview the various department functions
24 within Streets, Recycling, Storm Water, Landfill and Sanitation. Highlights of the presentation
25 included:

- 26 • Last year 11,000 tons of road salt were used in keeping roadways open and safe.
- 27 • In a typical year, approximately \$96,000 is spent in painting roadway markings.
- 28 • Approximately 260,000 gallons of fuel was dispensed last year through the Streets Department
29 system. Each fuel delivery lasts about two weeks in servicing users.
- 30 • About 500 vehicles are maintained for the City and related entities by the staff of mechanics in
31 the Streets Department. Used oil is recycled for heating purposes at the Landfill.
- 32 • The various departments under management by Charles and his staff perform a variety of
33 specialty services in support of other departments and residents of the city including, Graffiti
34 removal; special clean-up in Spring and Fall; Household Hazardous Waste collection and similar
35 services.
- 36 • Road maintenance and construction services are performed annually including slurry seal,
37 patching, overlays, and reconstruction of asphalt roads. The roto mill equipment in use was

1 approximately \$400,000 to purchase. Concrete surfaced roadways are also constructed and
2 maintained via contracts managed by the Streets Department and Engineering Department.

3 **Streets Department**

4 Charles Benson outlined the major roles and critical functions of the department which are to:

- 5 • Maintain 160 miles of roadways.
- 6 • Clear roads of snow and other obstructions.
- 7 • Maintain vehicle fleets.

8 Fiscal Year priorities to be covered in the Fiscal Year 2022-2023 budget were reviewed including:

- 9 • Reconstruct 400 South, 200 West to 400 East.
- 10 • New road – Eagle Ridge Drive to Bountiful Blvd.
- 11 • Various road overlays.
- 12 • Pavement repairs.
- 13 • Equipment purchases.

14 Line-item budget highlights include changes in personnel services due to in part to a 3% cost of living
15 allowance, merit increases and market adjustments to maintain a competitive salary structure. Hiring
16 of staff continues to be a challenge as is the case with other departments due to a tough recruitment
17 environment. Various other categories in the operations and maintenance section of the budget
18 showed changes due to market changes and various operational needs within the department.
19 Capital project changes included \$1,775,000 decrease in roadway construction costs with increases in
20 new roadways and equipment.

21 **Recycling Fund**

22 Charles Benson reviewed the budget overview of the fund. A total of 13,035 cans are picked up bi-
23 weekly by Ace Recycling with recyclables being taken to Rocky Mountain Recycling. This recycling
24 function helps to reduce the amount of material being deposited in the Landfill which helps to extend
25 its useful life. The City pays about \$35 per ton currently to recycle waste but there are months where
26 the City is paid for recycled materials depending on market conditions.

27 A major role of this department includes the diversion of at least 10% of waste from the Landfill each
28 year. Line-item budget changes include mostly decreases in expense categories reflective of market-
29 based changes.

1 **Storm Water Fund**

2 Charles Benson and Scott Redding provided an overview via a slide presentation of the storm water
3 system and issues that require maintenance which include pipe leaks and failures due to condition
4 and age. Concrete pipe is the usual replacement for older (primarily corrugated metal) pipe in the
5 system. There are 23 City-owned detention basins throughout the city along with other privately
6 owned basins that help in storm water detention and management. There are 71 miles of drain lines
7 in the city that must be maintained by department staff. Fiscal Year major roles and functions
8 include:

- 9 • Sweeping and other cleaning of gutters and inlets.
- 10 • Inspecting and cleaning of 10% of the system annually.
- 11 • Education of the community on storm water issues via public notices.

12 Line-item budget highlights for the upcoming fiscal year include:

- 13 • An increase of \$0.50 per Equivalent Residential Unit (ERU) or \$90,000 in additional revenue.
- 14 • A decrease in personnel services costs which is largely due to staffing changes.
- 15 • Various changes in operations and maintenance categories due to market prices.
- 16 • Federal ARPA funds are planned for use partially within the Storm Water Fund.
- 17 • Long-term capital plans were reviewed, and questions were answered by staff.

18 **Landfill Fund**

19 Charles Benson used a slide presentation to overview the Landfill operations. Mattresses and
20 refrigerators are recycled for a fee among other metals at the Landfill. Mattresses picked up during
21 special clean-up are not recycled. Green waste brought to the Landfill is processed by Bob’s Tree
22 Service with their contracted grinding equipment. Landfill rates were increased last year to \$40 per
23 ton on commercial customer loads to help reduce usage by unintended outside area customers. At
24 current fill rates, all phases of the Landfill are projected to be complete by the year 2080 with planned
25 changes in elevation of fill to 130 feet. Options for extending the life span of the Landfill include
26 tighter compaction methods; continuation of recycling; and shredding of incoming material. The
27 Landfill has a natural clay liner at the base instead of a man-made material. Ongoing ground water
28 and other monitoring are designed to detect any environmental issues that will need to be addressed.

29 Budget highlights include:

- 30 • Changes in personnel services due to cost of living and related accounts.
- 31 • Various changes in operations and maintenance categories reflective of operational needs and
32 market pricing.
- 33 • Capital items were also addressed.

1 Committee members asked about options for disposal of hazardous waste outside of the annual
2 collection date. Staff noted that this type of waste can be taken to a local vendor (Veolia) in North
3 Salt Lake for a fee charged by separately by that firm. Veolia is the firm that the City contracts with
4 for the annual Hazardous Household Waste Day at the Streets Department.

5 **Sanitation Fund**

6 Charles Benson reviewed the operational highlights of the Sanitation Fund. The department collects
7 about 19,000 cans weekly from customers. It was noted that the most recent Household Hazardous
8 Waste collection date was historically high at \$107,000 cost reflecting greater usage of this service by
9 residents. Major roles and functions of the department were outlined which include weekly curbside
10 collection of waste and delivery to the Landfill.

11 Fiscal year priorities include:

- 12 • Hiring of an additional full-time sanitation employee. Current sharing of employees between
13 departments causes shortages and delays in other critical functions which this hiring will help
14 to address.
- 15 • Purchase two replacement rear loader collection trucks and other equipment noted in the
16 long-term capital plan for the fiscal year.

17 Line-item budget highlights include a changed split of collection revenue with 95% going to the
18 Sanitation Fund and 5% to the Landfill Fund. Personnel services increases reflect a new employee plus
19 changes in the cost-of-living allowance, insurance premium changes and similar line items. Changes in
20 operations and maintenance categories were also highlighted and questions were addressed.

21 Performance measures were also briefly reviewed, and questions were answered.

22 **Committee Action and Adjourn**

23 Committee member Harris made a motion to accept the tentative budget of the Streets, Recycling,
24 Storm Water, Landfill and Sanitation funds, as presented, and Committee member Bahr seconded the
25 motion. Voting was unanimous with Committee members Price-Huish, Harris, and Bahr voting “aye”.

26 The meeting adjourned at 6:05 p.m. on a motion made by Committee member Price-Huish and
27 seconded by Committee member Harris. Voting was unanimous with Committee members Price-
28 Huish, Harris, and Bahr voting “aye”.

City Council Staff Report

Subject: Expenditures for Invoices > \$1,000 paid
April 4 & 11, 2022

Author: Tyson Beck, Finance Director

Department: Finance

Date: April 26, 2022



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 April 4 & 11, 2022

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid April 4, 2022**

<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>
1211	ASPHALT MATERIALS IN	Streets	104410 412000	Salaries-Temp & Part-Time	1,331.90	226979	210348	Patching
13600	BELL, JESSE	Legislative	104110 423000	Travel & Training	1,749.85	226981	04052022	Per Diem League of Cities Conference
13596	BENCHMARK SOLUTIONS	Police	104210 429300	Computer Hardware	1,786.79	226982	1472	Benchmark Mgt System Subscription 3/1-6/30/2022
13120	BOUNTFUL MATTRESS	Landfill	575700 448000	Operating Supplies	1,755.00	226985	03142022	117 Mattress Recycling
1555	CALLAWAY GOLF	Golf Course	555500 448240	Items Purchased - Resale	1,043.15	226987	934490709	Golf Clubs - Acct # 14853
1585	CARSON ELEVATOR COMP	Water	515100 426000	Bldg & Grnd Suppl & Maint	1,587.84	226990	J65846	Service and Repair for Water Dept.
1615	CENTURYLINK	PSAP - E911	104219 428000	Telephone Expense	3,522.28	226992	03222022	Acct # 801-578-0401 452B
2875	CURTIS BLUE LINE	Police	104210 445100	Public Safety Supplies	1,215.45	226999	PINV714986	Police Officer Uniform and Supplies - Cust # C4197
13599	DAVIS PARK CAFE	Golf Course	555500 422100	Advertising & Marketing	1,452.00	227004	933001	Pmt for Men's Association Tournament Lunch
2164	FERGUSON ENTERPRISES	Water	515100 448400	Dist Systm Repair & Maint	25,090.00	227008	1180775	PipeInventory-Approved byCityCouncil- Cust #48108
2350	GREEN SOURCE, L.L.C.	Golf Course	555500 426000	Bldg & Grnd Suppl & Maint	20,613.30	227017	21103	Turf Supplies and Equipment
8756	IRBY ELECTRICAL DIST	Light & Power	535300 445201	Safety Equipment	1,638.07	227026	S012915827.001	Glove/Sleeve Testing - Cust # 221694
8137	LAKEVIEW ASPHALT PRO	Streets	104410 441200	Road Matl Patch/ Class C	1,188.00	227031	8029	Patching - Customer # BOUN02610
2886	LAKEVIEW ROCK PRODUC	Water	515100 461300	Street Opening Expense	1,304.49	227032	401679	Commercial Road Base - Customer # BCTY07399
2987	M.C. GREEN & SONS IN	Water	515100 473110	Water Mains	74,371.54	227039	4584	App # 1 Creekside Views Subdivision
13521	MAGELLAN ADVISORS	Legislative	104110 466000	Contingency	10,833.00	227040	MA03312220	Fiber Project Consultation Fee- Install 3 of 6
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist Systm Repair & Maint	5,426.77	227046	S104600200.001	Misc. Parts and Tools - Customer # 18498
4773	PEARCE, JESS	Light & Power	535300 423000	Travel & Training	5,109.49	227055	04012022	Travel&Training Expense for APPA E&O Conference
10033	PINETOP ENGINEERING	Streets	104410 441300	Street Signs	1,740.41	227059	4238	Traffic Signal Maintenance and Support
9087	POWELL, MARK	Legislative	454110 466000	Contingency	1,800.00	227060	2022 18	Sewer Cap Studio #2022 18 Sewer
9087	POWELL, MARK	Legislative	454110 466000	Contingency	19,788.00	227060	2022 15	Demo Building Complete on 55 E 300 S
3588	PUKKA INC.	Golf Course	555500 448240	Items Purchased - Resale	2,175.36	227061	HQ02568-IN	Golf Hats
13228	REDD ENGINEERING	Cemetery	595900 472100	Buildings	29,455.88	227064	21512-07	Schedule of Values for Cemetery Expansion
4775	ROCKY MOUNTAIN VALVE	Water	515100 448400	Dist Systm Repair & Maint	4,298.73	227066	14669-18508	8" BFV Cumorah
7941	SHAMROCK PLUMBING LL	Water	515100 426000	Bldg & Grnd Suppl & Maint	1,295.78	227068	SD752	Leak Fixed - Customer # 12851
3916	SIGNATURE EQUIPMENT	Streets	104410 425000	Equip Supplies & Maint	1,321.35	227070	9220582	Parts - Labrie Joystick
4051	STATE OF UTAH	Landfill	575700 431300	Environmental Monitoring	3,206.48	227076	04012022	Landfill Solid Waste Quarterly Fee - 1Q2022
4143	TAYLOR MADE-ADIDAS G	Golf Course	555500 448240	Items Purchased - Resale	1,294.09	227081	35611313	Golf Clubs - Acct # 608035
4143	TAYLOR MADE-ADIDAS G	Golf Course	555500 448240	Items Purchased - Resale	1,711.18	227081	35577235	Golf Clubs - Acct # 608035
4777	TNT FIRST-AID, LLC	Landfill	575700 448000	Operating Supplies	1,750.00	227083	4994	Zoll Alarmed Cabinet
4229	TOM RANDALL DIST. CO	Streets	104410 425000	Equip Supplies & Maint	39,564.93	227085	0340846	Fuel - Acct # 000275
5442	TRAVIS MATHEW, LLC	Golf Course	555500 448240	Items Purchased - Resale	1,030.02	227087	90680106	Men's Golf Wear - Acct # 1006176
4281	TWIN D INC.	Storm Water	494900 462400	Contract Equipment	20,844.93	227089	22001	Municipal Flushing/Vacuuming of Storm Drains
7732	WINGFOOT CORP	Police	104210 426000	Bldg & Grnd Suppl & Maint	2,095.00	227098	108652	Janitorial Cleaning for March 2022
TOTAL:					<u>294,391.06</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid April 11, 2022**

<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>
1012	AAA SPRING SPECIALIS	Streets	104410 425000	Equip Supplies & Maint	1,009.86	227100	01P11210	Misc. Parts - Customer # 07988
1102	ALPHA POWER SYSTEMS,	Light & Power	535300 448630	Transmission	1,048.13	227104	125800-00IN	4/0 Armor Rod, and 4/0 Shoes
7666	AMERICAN CHILLER MEC	Police	454210 472100	Buildings	70,604.00	227106	29949	Replaced Chiller with Carrier water Cooled Chiller
1211	ASPHALT MATERIALS IN	Streets	104410 441200	Road Matl Patch/ Class C	1,388.00	227110	210502	Cold Mix
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	3,877.60	227111	59L44822	Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	3,877.60	227111	60B46722	Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,557.36	227111	60B46822	Tree Trimming - Customer # 025450
1212	ASPLUNDH TREE EXPERT	Light & Power	535300 448632	Distribution	5,805.20	227111	59L44922	Tree Trimming - Customer # 025450
3323	BLUE TARP FINANCIAL	Landfill	575700 448000	Operating Supplies	1,608.52	227114	50006675	Spare Trash Pump - Credit Account # 126366
5604	COBRA PUMA GOLF, INC	Golf Course	555500 448240	Items Purchased - Resale	1,132.23	227126	G2847042	Golf Shoes - Bill # 021802
1826	CUMMINS ROCKY MOUNTA	Landfill	575700 426000	Bldg & Grnd Suppl & Maint	1,007.11	227131	60-97248	Hub, Fan - Customer # 466117
4824	DAVIS BEHAVIORIAL HE	Liquor Control	104218 445100	Public Safety Supplies	2,000.00	227135	Bountiful C-2	Communities that Care CTC 2021-2022
1889	DAVIS COUNTY GOVERN	Police	104210 431600	Animal Control Services	14,049.41	227136	119387	March 2022 Animal Control
5281	DOMINION ENERGY UTAH	Police	104210 427000	Utilities	2,640.65	227141	04012022K	Acct # 3401140000
5281	DOMINION ENERGY UTAH	Parks	104510 427000	Utilities	1,201.65	227141	04012022C	Acct # 2493910000
5281	DOMINION ENERGY UTAH	Water	515100 427000	Utilities	1,304.78	227141	04012022H	Acct # 9591363682
5281	DOMINION ENERGY UTAH	Light & Power	535300 448613	Power Plant Operating Costs	1,184.49	227141	04012022A	Acct # 1067495449
13604	ENSEMBLE SOLUTIONS	Light & Power	535300 448628	Pineview Hydro Operating Costs	2,345.00	227146	4577	Communication Equipment for Pineview
5458	HANSEN, ALLEN & LUCE	Landfill	575700 431300	Environmental Monitoring	2,188.99	227153	46321	Project # 374.01.100 Groundwater Sampling
13545	INTEGRATED POWER SVC	Light & Power	535300 448627	Echo Hydro Operating Costs	28,821.00	227163	8113965	Echo Bearing Repairs - Job # J901972
5196	INTELLICHOICE, INC.	Police	104210 425500	Terminal Maint & Queries	19,957.00	227164	1231546	Category A Access CAD and RMS July 22- Dec 22'
13226	INTERNATIONAL MOUNTA	Legislative	454110 473100	Improv Other Than Bldgs	4,828.00	227165	11405	80% Task 4 Deliverables
13226	INTERNATIONAL MOUNTA	Legislative	454110 473100	Improv Other Than Bldgs	33,180.00	227165	11309	Project Prep, Fieldwork Labor to Create Trail
6959	JANI-KING OF SALT LA	Light & Power	535300 424002	Office & Warehouse	1,775.00	227168	SLC04220055	April 2022 Custodial Service - Cust # 065075
2886	LAKEVIEW ROCK PRODUC	Water	515100 461300	Street Opening Expense	1,328.18	227170	402026	Road Base - Customer # BCTY07399
3186	MOTOROLA	Police	454210 474500	Machinery & Equipment	183,519.55	227179	1187072951	50% of Contract - Customer Acct # 1000743551
5550	PARTRIDGE PSYCHOLOGI	Police	104210 432000	Examination & Evaluation	10,192.00	227190	4649	Status Assessment for Employees
4791	POINT S TIRE & AUTO	Water	515100 425000	Equip Supplies & Maint	2,126.28	227192	0119996	Alignment on Tires
3549	PREMIER VEHICLE INST	Water	515100 474600	Vehicles	3,534.78	227193	38182	Misc. Lights
5553	PURCELL TIRE AND SER	Streets	104410 425000	Equip Supplies & Maint	2,442.55	227194	280005458	Tires for the Backhoe Trucks - Acct # 2801867
5553	PURCELL TIRE AND SER	Sanitation	585800 425000	Equip Supplies & Maint	3,126.45	227194	280005674	Tires for the Sanitation Trucks - Acct # 2801867
13460	RDR CUSTOM KYDEX INC	Police	104210 445100	Public Safety Supplies	1,183.00	227199	BPD 1623	Glock 17 right hand, Colt Parts
10586	ROCKY MOUNTAIN RECYC	Recycling	484800 431550	Recycling Collectn Service	7,297.08	227202	74529	March 2022 Recycling Fees
13267	SLATE ROCK FR LLC	Light & Power	535300 445202	Uniforms	2,848.62	227208	50426	F.R. Rain Coats and Pants
4033	STANTEC CONSULTING	Light & Power	535300 448614	Power Plant Equipment Repairs	2,272.50	227213	1906362	Project 203722536 - 2021 Emission Inventory
4051	STATE OF UTAH	Light & Power	535300 448613	Power Plant Operating Costs	1,000.00	227214	NA0165	RE: 2022 NSR Annual Fee- Cust # VC0000101208
4217	TITLEIST	Golf Course	555500 448240	Items Purchased - Resale	1,644.93	227217	912877156	Golf Balls - Acct # US00021802
4229	TOM RANDALL DIST. CO	Golf Course	555500 425000	Equip Supplies & Maint	2,457.73	227218	0340817	Fuel - Acct # 000276
4273	TURF EQUIPMENT CO	Golf Course	555500 426000	Bldg & Grnd Suppl & Maint	3,239.50	227220	3005010-00	Turf Supplies
4331	USA BLUE BOOK (DBA)	Water	515100 448000	Operating Supplies	1,475.39	227224	923730	Transmitter - Customer # 228844
TOTAL:					<u>442,080.12</u>			

City Council Staff Report



Subject: Transformer Bid Approval
Author: Allen Ray Johnson, Director
Department: Light & Power
Date: April 26, 2022

Background

Transformers are beginning to be hard to purchase and their lead times are becoming a factor in keeping an adequate inventory. These transformers will be used to replace damaged or leaking transformers on the system and future construction projects throughout the city.

Analysis

Specifications and an invitation to submit a bid for the transformers were sent out to three (3) major suppliers.

15 (ea.) 37.5 KVA single phase Over head
15 (ea.) 50 KVA single phase Overhead

We received and opened sealed bids and held a bid opening on March 7, 2022. The results are as follows:

Distributors/Manufacture	Total Transformers Cost	Delivery
Wesco/Anixter Power Solutions GE. SLC UT	\$62,190	19-25 weeks
Irby – ABB & PPI Salt Lake City, Utah	\$72,225	50 weeks
Northern Power - Howard Centerville, Utah	\$No Bid	N/A

Department Review

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

Significant Impacts

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

Recommendation

The Staff recommends approval of the low bid from Wesco/Anixter Power Solutions for the sum of \$62,190.

This item will be discussed at the Power Commission meeting Tuesday morning, April 26, 2022, and we will bring their recommendation to the City Council meeting that night.

Attachments

None

City Council Staff Report

Subject: 1100 URD Cable Bid Approval
Author: Allen Ray Johnson
Department: Light & Power
Date: April 26, 2022



Background

Our inventory of 1100 URD Primary cable is running low, and we need to purchase some to replenish it. The cable will be used on feeder upgrade projects planned to be completed on our system this spring and summer.

Analysis

The cable to be purchased is a 600 amp jacketed cable with one third neutral. This cable has a 40 year warranty. It is manufactured by Okonite and is a single source item and Irby Electric Supply is the single source for this cable in the state of Utah.

Distributor	Manufacture	Price per ft.	Total Cost for Cable	Delivery
Irby Salt Lake City, Utah	Okonite	\$10.205	\$211,264	Stock in SLC

Department Review

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

Significant Impacts

This cable will be purchased and placed into inventory until it is needed on the system.

Recommendation

Staff recommends the approval of the quote for 20,800 feet of 1100 URD cable from Irby Electrical Supply for the total sum of \$211,264.

This item will be discussed at the Power Commission meeting Tuesday morning, April 26, 2022, and we will bring their recommendation to the City Council meeting that night.

Attachments

None

City Council Staff Report



Subject: Power Pole Purchase
Author: Allen Ray Johnson
Department: Light & Power
Date: April 26, 2022

Background

Our inventory of power poles is running low, and we need to purchase some to replenish it. The poles will be used for maintenance and future construction projects throughout the city.

Analysis

The pole bid specifications require that they should be Western red or yellow cedar and butt treated. We use the butt treated poles because they hold up very well in our area and are safer for the linemen to climb. The quotation is for the following quantities:

20 (ea.) 35' class 3 Poles, Western Red Cedar
25 (ea.) 45' class 3 Poles, Western Red Cedar
5 (ea.) 45' class 1 Poles, Western Red Cedar

This is a single source bid, as Stella-Jones, Tacoma, Washington, is still the only vendor able to bid butt treated poles. We were not able to receive a bid from the other power pole vendors because they no longer supply butt treated poles.

Department Review

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

Significant Impacts

These poles will be purchased and placed into inventory until they are installed on the system.

Recommendation

Staff recommends the approval of the quote for 50 butt treated poles from Stella Jones for the total sum of \$42,270.

This item will be discussed at the Power Commission meeting Tuesday morning, April 26, 2022, and we will bring their recommendation to the City Council meeting that night.

Attachments

None

City Council Staff Report



Subject: Distribution System Directional Boring
Author: Allen Ray Johnson, Director
Department: Light & Power
Date: April, 26 2022

Background

We have several underground distribution circuits and streetlight circuits throughout our system that need to have a new conduit, wire, and lights installed. These projects are designed to increase the system reliability, provide additional capacity and back up to our system, and repair existing underground lights circuits. To minimize the inconvenience to residents and limit the restoration of property we have requested bids from contractors to install these conduits using directional boring. There are three (3) Distribution System Projects and two (2) Streetlight Projects sites (see attached maps), each bore consists of 1 to 3 conduits, with 6,100 total linear feet.

Analysis

Specifications and an invitation to submit a bid for the boring projects were sent out to five (5) contractors.

We received and opened three (3) sealed bids and held a bid opening on April 14, 2022. The results are as follows:

Company / Location	Bid Price
Down Under Construction, North Salt Lake, Ut	\$288,777
Americom Technology, Inc. Murray, Ut.	\$330,867
Black and McDonald, Salt Lake City, Ut	\$349,455
Hunt Electric, Inc. Salt lake City, Ut	No Bid
Cache Valley Electric, Ut.	No Bid

Department Review

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

Significant Impacts

This work is identified in the FY 2021-22 budget and is within the identified budget. The projects will be funded from three different accounts, 575 Feeder Upgrade, 272/273 Feeder Upgrade, Distribution and Streetlight.

Recommendation

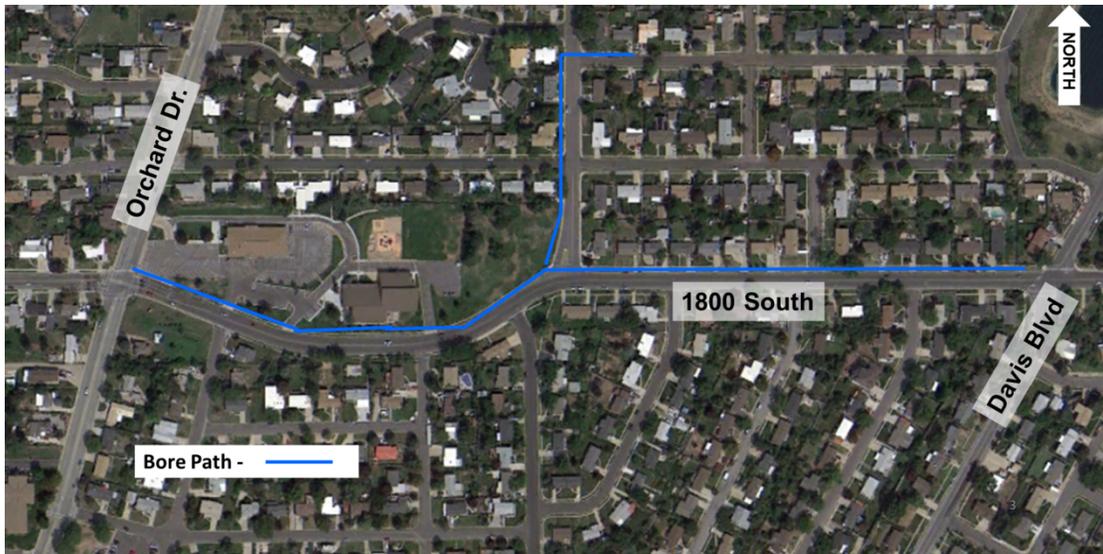
Staff recommends the approval of the low bid from Down Under Construction, for the sum of \$288,777.

This item will be discussed at the Power Commission meeting Tuesday morning, April 26, 2022, and we will bring their recommendation to the City Council meeting that night.

Attachments

Maps

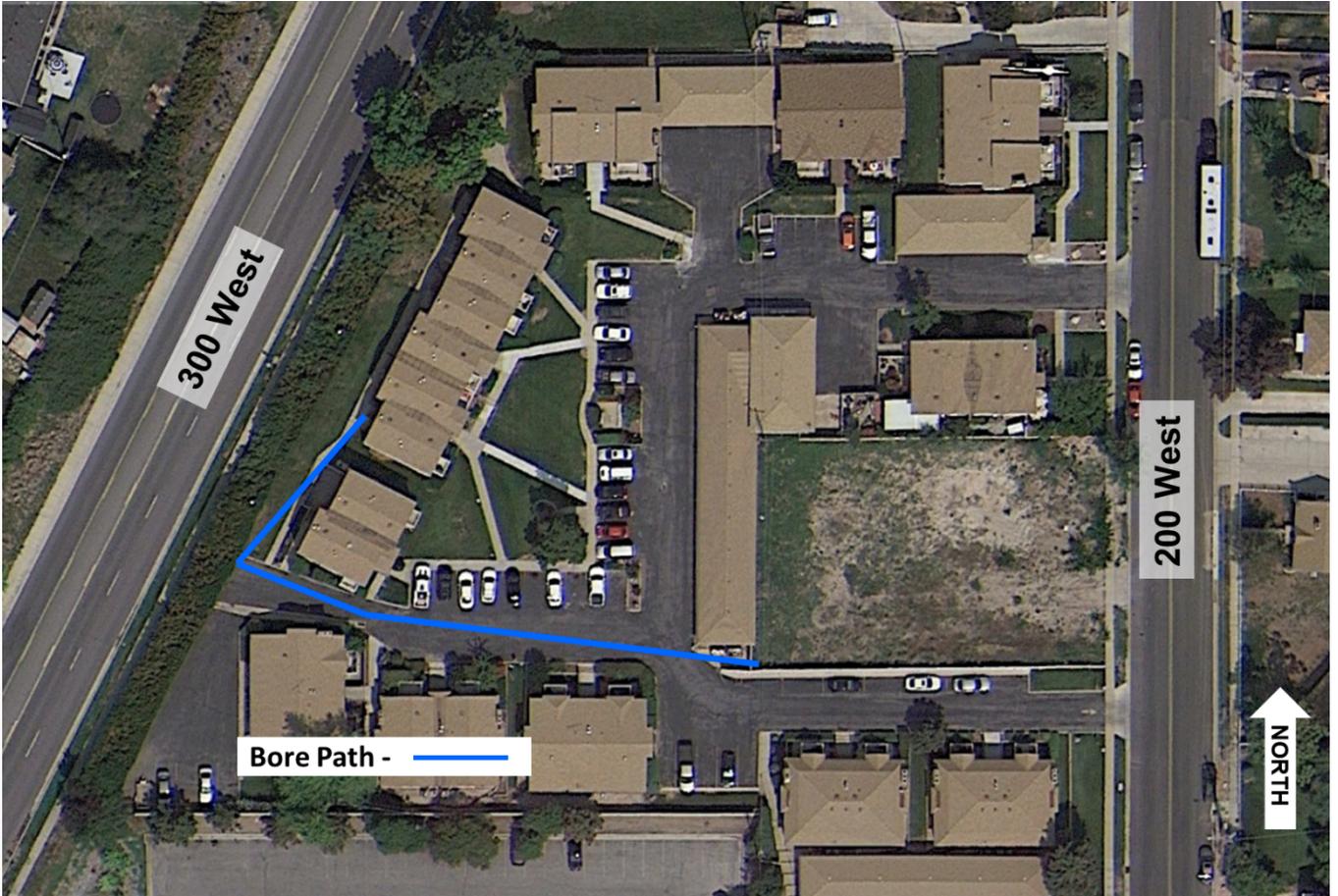
Maps of Bore Projects
1800 South Orchard Drive to Davis Blvd



Northwest Substation



Continental Townhomes 1308 South 200 West

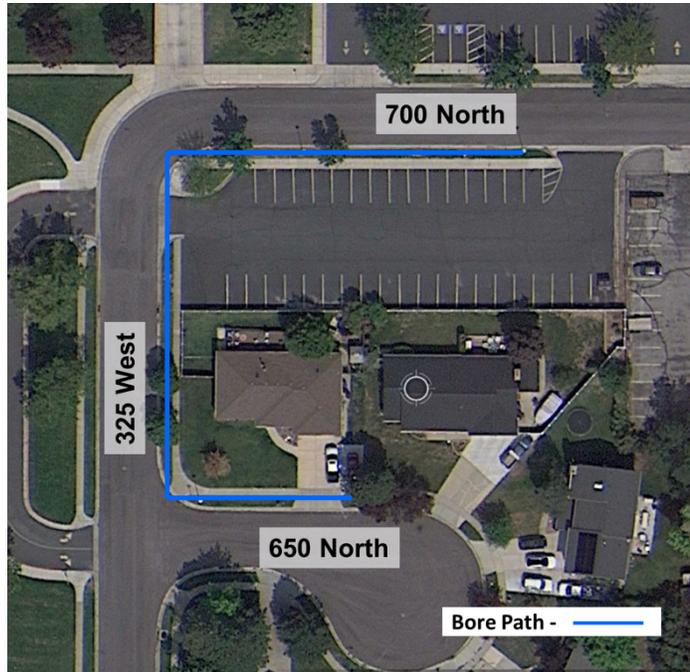


Streetlight Bores

2300 South and 2350 South



1050 North 227-359 East



City Council Staff Report



Subject: Short-Term Rentals Ordinance
Author: Francisco Astorga, AICP, Planning Director
Date: April 26, 2022

Background

On October 26, 2021, the City amended the existing Accessory Dwelling Unit (ADU) ordinance (Land Use Code) to further comply with recently approved House Bill 82 which mandated internal ADUs statewide as an allowed use, etc. During those discussions the Council directed Staff to work with the Planning Commission to produce a short-term rental (STR) ordinance for the Council's consideration. On January 18, 2022, the Planning Commission held a work session in which all things STR were discussed including industry definition, impacts, types of regulations, trends, etc.

During the March 15, 2022, Planning Commission meeting, the Commission reviewed a draft regulation proposed by Staff and forwarded a positive recommendation to the City Council (4-0 vote) with minor changes.

During the March 22, 2022, City Council work session, the Council reviewed the Commission's recommendation, discussed the proposal, provided direction, and scheduled a work session to go over the proposal.

During the April 12, 2022, City Council work session, the Council reviewed the recommended ordinance, discussed the proposal, and requested to add a regulation pertaining to entire houses requiring a local presence in the form of a property manager. This requirement has been added to the drafted Ordinance (item D.13).

Analysis

As drafted, the ordinance would allow a property owner to have a short-term rental in only two (2) circumstances: by renting an entire single-family dwelling, or by renting an approved ADU (either attached or detached). Apartments, single rooms, and condos would not be eligible for rental as a STR.

At the time of this staff report, Airbnb listed approximately 71 rentals and VRBO listed approximately 22 rentals in Bountiful. None of these have a business license as the current code does not indicate them as a permitted, conditional, or prohibited use. If the STR ordinance is adopted and if it specifically requires a permit / business license, Staff would be able to efficiently keep track of approved STRs, precisely track trends regarding complaints, location, quantity, etc. Staff would be better equipped to provide future amendments, if necessary.

The Transient Room Tax is not a part of the current ordinance. If the Council chooses to place the STR ordinance on an agenda for a public hearing and adoption, staff will prepare a separate ordinance adopting the new tax.

Department Review

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

Significant Impacts

None at this time.

Recommendation

Staff recommends that the City Council hold a public hearing and consider approving the proposed Short-Term Rental Ordinance.

Attachments

1. Proposed Ordinance



BOUNTIFUL

Bountiful City Draft Ordinance No. 2022-03

MAYOR
Kendalyn Harris

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

CITY MANAGER
Gary R. Hill

An Ordinance Adopting Section 14-14-127 to the Land Use Code of Bountiful City related to Short-Term Rentals.

It is the finding of the Bountiful City Council that:

1. The City Council of Bountiful City is empowered to adopt and amend general laws and land use ordinances pursuant to Utah State law (§10-9a-101 et seq.) and under corresponding sections of the Bountiful City Code; and
2. The City Planning Department requests certain Land Use Code Text Amendments relating to short-term rentals be considered; and
3. After review and a public hearing of a proposed short-term rental ordinance on March 15, 2022, the Bountiful City Planning Commission forwarded a positive recommendation to the City Council; and
4. The City Council of Bountiful City held a work session discussion on March 22, 2022 and on April 12, 2022 to discuss the proposed short-term rental ordinance.
5. The City Council of Bountiful City held a public hearing on this Ordinance on _____, 2022, and considered the statements made from the public as well as the recommendations from the Planning Commission and the Staff.
6. The City Council of Bountiful City finds that these amendments are necessary and are in harmony with the objectives and purposes of the Bountiful City Land Use Code and the General Plan; and
7. The City Council of Bountiful City reviewed the proposed short-term rental ordinance and finds that the proposed amendments are in the best interest of the health, safety, and welfare of the City and the public.

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

SECTION 1. Sections 14-14-127 of the Land Use Code of Bountiful City, Title 14 of the Bountiful City Code, related to Short-Term Rentals is hereby adopted and enacted as shown on Exhibit A.

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

Adopted by the City Council of Bountiful, Utah, this ___th day of _____ 2022.

Kendalyn Harris, Mayor

ATTEST:

Shawna Andrus, City Recorder

1 Exhibit A

2
3 Section 14-2-111 is added to read:

4
5 **14-14-127 SHORT-TERM RENTALS**

- 6
7 A. A Short-Term Rental is a residential dwelling unit or an accessory dwelling unit rented
8 on a temporary basis for periods less than 30 consecutive days.
9
- 10 B. All short-term rentals require a Short-Term Rental Permit. In order to receive approval,
11 Short-Term Rental Permits must be reviewed in a public meeting by the Bountiful City
12 Administrative Committee.
13
- 14 C. At least ten (10) days prior to the scheduled public meeting the Planning Department
15 shall mail out courtesy notice letters to property owners within three hundred feet (300')
16 of the subject submitted application and shall post a physical sign on the subject site.
17
- 18 D. A short-term rental shall not be allowed unless a Short-Term Rental Permit is approved
19 and is found in compliance with the following standards:
20
- 21 1. Short-term rentals are allowed within the Single-Family Residential (R) Zone,
22 Residential Multiple-Family (RM) Zone, and Downtown (DN) Mixed Use Zone;
23 and shall not be permitted in any other zone.
24
 - 25 2. Short-term rentals are only allowed within approved Single-Family Dwellings and
26 Accessory Dwelling Units. It is unlawful to allow, construct, or reside in a short-
27 term rental within a duplex or multi-family residential dwelling or property.
28
 - 29 3. A maximum of one (1) short-term rental shall be permitted on a qualifying lot.
30
 - 31 4. It is unlawful to construct, locate, or otherwise situate a short-term rental on a lot
32 or parcel of land that does not contain a habitable single-family dwelling.
33
 - 34 5. Parking for the first four (4) bedrooms is based on the parking requirement for the
35 Single-Family Dwelling, consisting of four (4) parking spaces. One (1) additional
36 parking space is required for every additional two (2) bedrooms. If an Accessory
37 Dwelling Unit is approved as a short-term rental, the parking for the Accessory
38 Dwelling Unit shall be governed by the Accessory Dwelling Unit Ordinance. The
39 site shall comply with the current parking limitations outlined in the Bountiful
40 Traffic Code regarding on-street parking.
41
 - 42 6. The site shall comply with the current Noise Ordinance. The use of sound
43 equipment, sound related activities, and/or noise heard from the property line
44 from 11:00 p.m. to 6:00 a.m. shall be prohibited.
45

- 46 7. The site shall comply with the current garbage container placement and pick-up
47 policy.
48
- 49 8. The site shall comply with the current Landscaping Ordinance, including yard
50 maintenance, removal of deleterious items, etc.,
51
- 52 9. The property owner shall acknowledge in writing that they are aware of all the
53 regulations listed herein, specifically on-street parking, noise ordinance, garbage
54 container placement and pick-up policy, and landscaping ordinance.
55
- 56 10. Prior to short-term rental occupancy the property owner shall place a notice
57 behind the main short-term rental door to make occupants aware of parking and
58 noise restrictions, etc. The Planning Department will produce the notice after
59 approval. It is property owner's responsibility to maintain the notice, and to share
60 applicable regulations with renters by other means utilized by the property owner,
61 such as onsite booklet, e-mail communication, website, rental agreement, etc.
62
- 63 11. A short-term rental within an accessory dwelling unit shall meet all development
64 standards found Bountiful City Land Use Code Section 14-14-124 Accessory
65 Dwelling Units, any applicable codes, etc.
66
- 67 12. A short-term rental shall not be approved unless it is compliant with all State and
68 local laws, ordinances, rules and regulations. This includes all applicable zoning
69 and building codes. A short-term rental shall be prohibited within a non-
70 conforming use or non-complaint structure.
71
- 72 13. A short-term rental shall not be approved in a single-family dwelling unless a
73 designated property manager, which may include the property owner, is located
74 within twenty-five (25) miles of the subject site. The property owner shall
75 provide contact information for the property manager to the City at the time of
76 application and when renewing their annual business license. Property manager
77 information includes name, phone number, e-mail, and address. The property
78 owner shall also be responsible of keeping the City informed with the most recent
79 property manager information.
80
- 81 E. Short-Term Rental Permits do not run with the land and are not transferable to future
82 property owners. Any transfer of ownership shall require a new application subject to all
83 laws, ordinances, rules and regulations applicable at the time of application.
84
- 85 F. After approval of a Short-Term Rental Permit, the property owner shall be responsible for
86 applying and maintaining a current business license with the City.
87
- 88 G. Any short-term rental in a dwelling, building, or structure erected, constructed, altered,
89 enlarged, converted, moved, or maintained contrary to the provisions of this Code is
90 hereby declared to be unlawful and a public nuisance. Any complaint properly received
91 by the City shall be reasonably investigated and if evidence is found, the Planning

92 Director shall take appropriate actions which may include revoking the approved Short-
93 Term Rental Permit and revoking the issued Business License. The City may
94 immediately commence action or proceedings for the abatement and removal and
95 enjoinders thereof by any manner provided by law.
96

97 H. A Short-Term Rental Permit application shall cost \$225. If the applicant already has an
98 approved accessory dwelling unit, or is applying for one at the same time, the cost shall
99 be \$100.

City Council Staff Report

Subject: 2022 Slurry Seal Surface Treatment at Various Locations Contract

Author: City Engineer

Department: Engineering, Streets

Date: April 26, 2022



Background

On Tuesday, April 19, 2022 the Engineering Dept. received proposals from 4 contractors for the installation of slurry seal on City Streets. The installation of slurry seals has become a key activity in the Street Department's pavement maintenance program. Slurry Seals increase the service life of asphalt pavements by filling cracks and voids and they also improve the wearing surface by creating a rough surface, which is advantageous when the pavement is covered in water (summer) or snow/ice (winter). Slurry is also very economical and does not result in the excessive crown which results from multiple asphalt pavement overlays.

This project included 2 grades of slurry seal material. The (rougher) Type III material is typically installed on steeper streets where traction can be an issue. Type II slurry is appropriate for streets with more moderate grades and for parking lots where the smaller aggregates create a smoother application.

Analysis

The proposals received at the Bid Opening are listed below:

<u>Engineer's Estimate</u>	<u>\$365,197.50</u>
M&M Asphalt Services	\$354,712.50
Asphalt Preservation	\$369,732.50
Morgan Pavement Maint.	\$378,755.00
Intermountain Slurry Seal	\$480,875.00

M& M Asphalt Services has provided this service to the City since 2016. They are known to the Streets and Engineering Departments and are well qualified to perform the work on this contract.

Department Review

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

Significant Impacts

The actual amount spent on this contract will vary from the proposed total based on the amount of work that is actually completed. Staff requests the Council award the contract based on the unit prices as listed in the Bid Tabulation and allow the Engineering and

Streets to monitor expenditures so that they do not exceed their budgeted amounts for FY22 and FY23.

This Contract also includes an Extension Provision which would allow the Contract to be renewed twice, upon agreement by both parties.

Recommendation

- It is recommended that the City Council accept the proposal of M&M Asphalt Services and award the contract at the unit prices noted in the Bid Tabulation.

Attachments

Bid Tabulation



Bountiful City Engineering Dept.
 2022 Slurry Seal at Various Locations
 Bid Tabulation

Bid Opening: 4/19/2022 14:00

Item No.	Description	Quantity SqYd	Engineer's Estimate		M & M Asphalt Services		Asphalt Preservation		Morgan Pavement Maintenance		Intermountain Slurry Seal	
			Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Type II Slurry Seal	84,250	1.395	117,528.75	1.35	113,737.50	1.44	121,320.00	1.48	124,690.00	2.00	168,500.00
2	Type III Slurry Seal	148,750	1.665	247,668.75	1.62	240,975.00	1.67	248,412.50	1.708	254,065.00	2.10	312,375.00
Total, All Items				365,197.50		354,712.50		369,732.50		378,755.00		480,875.00