BOUNTIFUL CITY COUNCIL

TUESDAY, March 14, 2023

6:00 p.m. – Work Session

7:00 p.m. - Regular Session

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

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

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

AGENDA

6:00 p.m. – Work Session

1. Joint City Council/Planning Commission – Mr. Francisco Astorga p. 3

7:00 p.m. – Regular Session

1. Welcome, Pledge of Allegiance and Thought/Prayer
2. Public Comment - If you wish to make a comment to the Council, please use the podium and clearly state your name and address, keeping your comments to a maximum of two minutes. Public comment is limited to no more than ten minutes per meeting. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives.
3. Consider approval of minutes of previous meetings held January 12 & 13 and February 28, 2023 p. 13
4. Council reports
5. BCYC report
6. Consider approval of:
   a. Expenditures greater than $1,000 paid February 20 & 27, 2023 p. 37
   b. January 2023 Financial Report p. 41
7. Recognition of Lorna Hartvigsen – 33 years of service
8. Recognition of Jim Wood – 42 years of service
9. Recognition of Alan West – 33 years of service
10. Fiber optic project bond options discussion – Mr. Galen Rasmussen and Mr. Jason Burningham p. 55
11. Consider approval of Resolution 2023-04 establishing a contract with the Davis County Clerk/Auditor's office for 2023 election functions – Mr. Gary Hill p. 57
12. Convene in a closed session to discuss the acquisition or sale of real property, pending litigation and/or to discuss the character and/or competency of an individual(s) (Utah Code §52-4-205).
13. Adjourn

Shawna Andrus
City Recorder

City Council + Planning Commission
Staff Report

Subject: **Comprehensive General Plan Update**
Author: **Francisco Astorga, AICP, Planning Director**
Date: **March 14, 2022**

Background
The City is working with Logan Simpson Design, a planning consultant, to update the City's current Comprehensive General Plan. This joint work session discussion is intended to provide an update to the City Council and the Planning Commission.

Analysis
Bountiful by Design, Bountiful's General Plan Update Process led by the steering committee, is in the midst of creating districts (areas), identifying focal points and community assets, finetuning place types, and drafting a future land use map. Attached to this report is a DRAFT of the districts and corresponding place types appropriate to each. There is also a DRAFT of the future land use map. This a working document of the steering committee and is still being discussed/amended.

This joint work session will provide an update on key milestones, deliverables met, and present upcoming next steps in the General Planning process. It will also outline opportunities for further outreach. The tentative meeting agenda includes the following:

1. Project Update: timeline and overall process
2. Public engagement to date and planned workshop series
3. Steering committee process
4. Vision / opportunities
5. District / land use strategy
6. Draft future land use map

Department Review
The Planning Department is assisting the consultant. The Planning Director is the project manager for the Comprehensive General Plan Update.

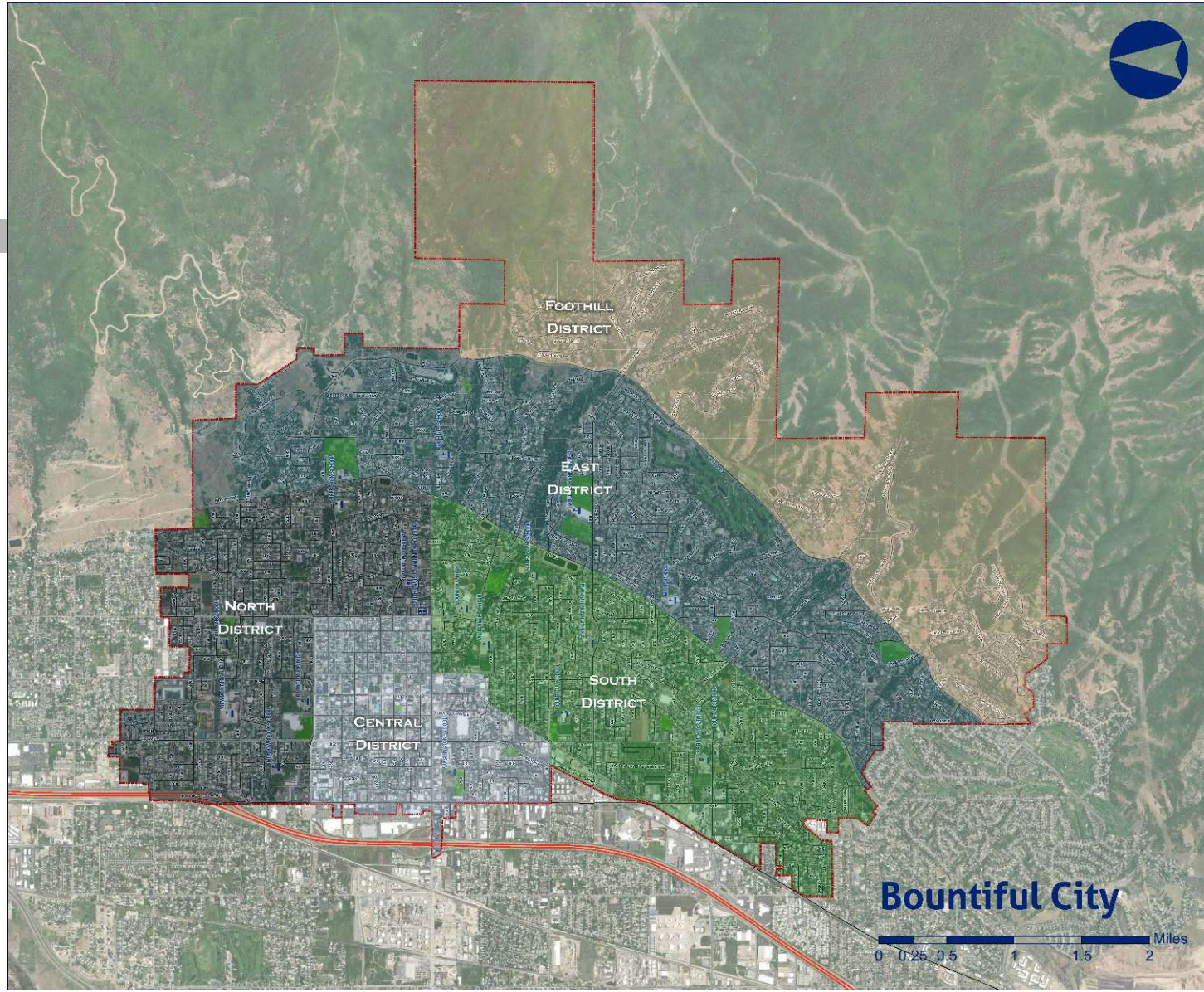
Significant Impacts
None.

Recommendation
None. This is the third joint work-session acting as an update to the Council and the Commission.

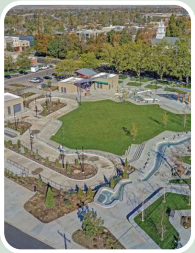
Attachments
Draft districts, place types, land use map. A presentation will be presented by the consultant at the meeting.

Districts

- Foothill District
- East District
- North District
- Central District
- South District



Place Types



Parks, Open Space and Civic Uses

Foothill Residential

Neighborhood Residential

Neighborhood Mixed Residential

Transit Ready Development

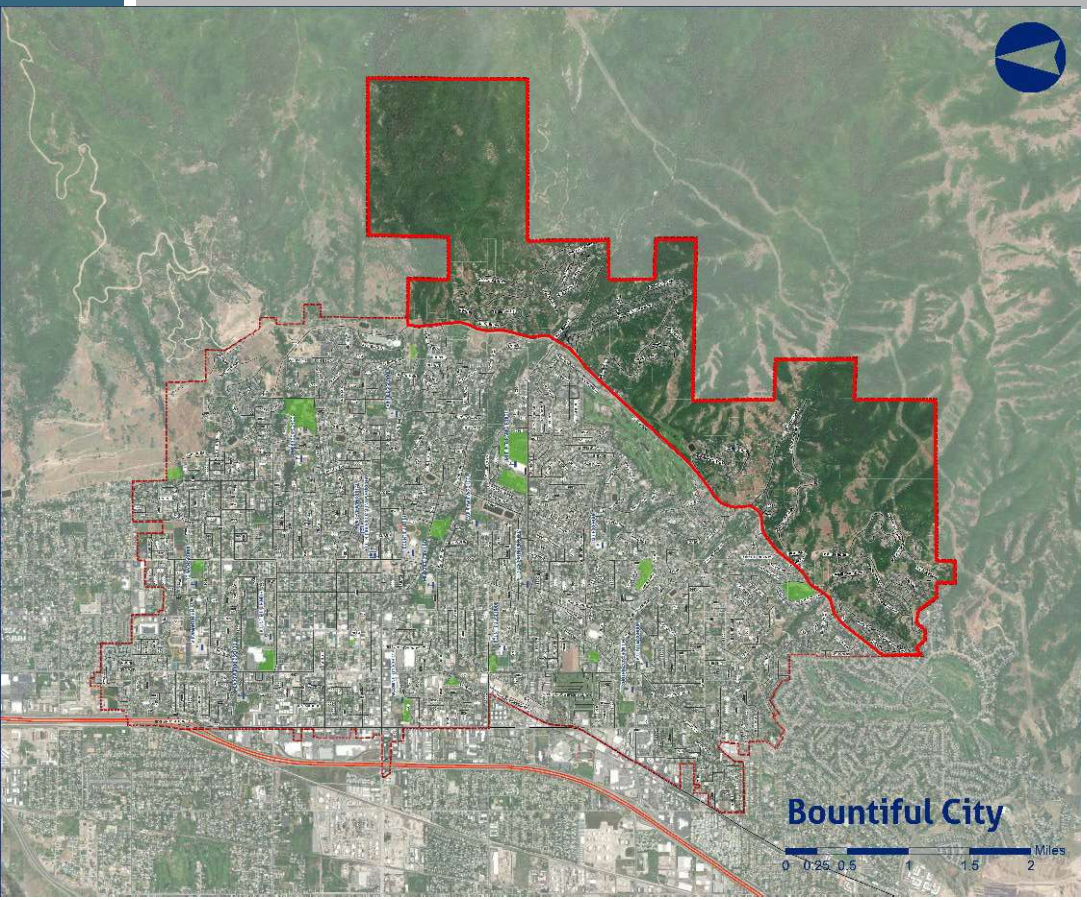
Neighborhood Center

Community Commercial

Commercial Corridor

Downtown

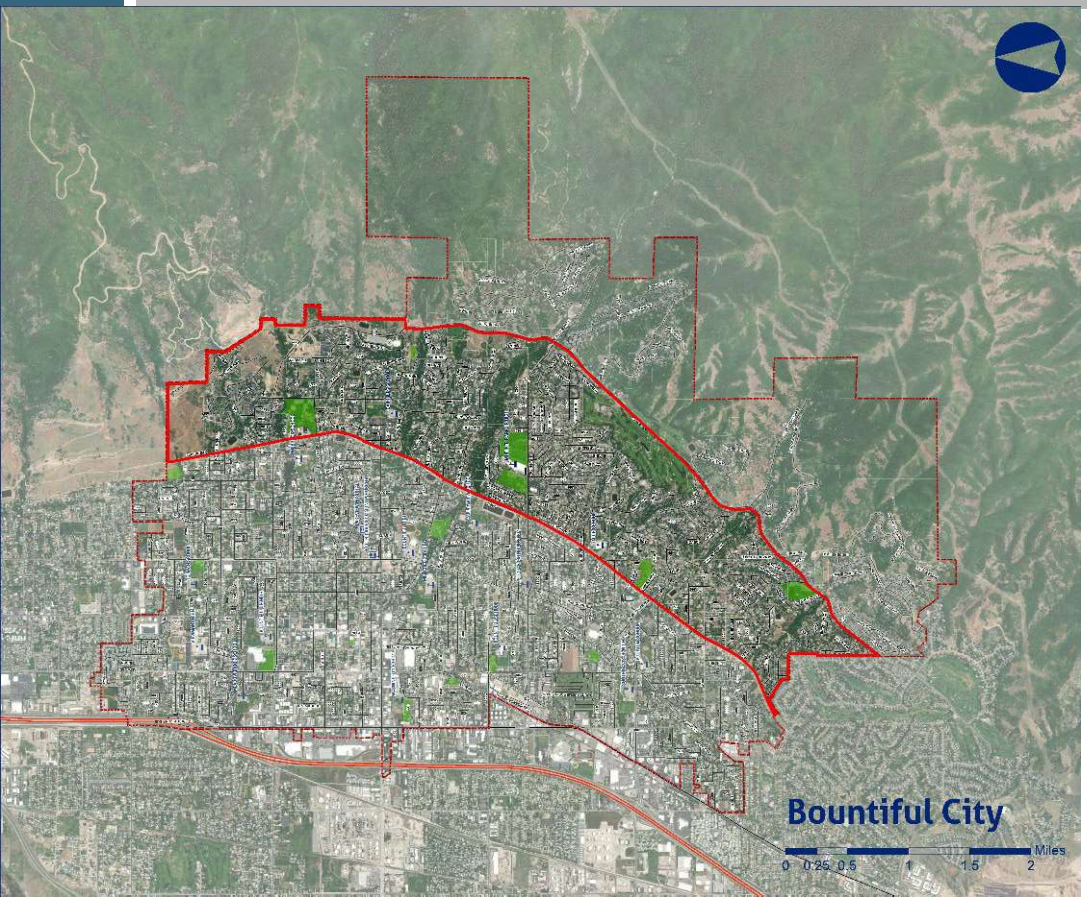
Foothill District

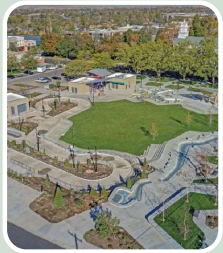


Parks, Open Space and Civic Uses

Foothill Residential

East District





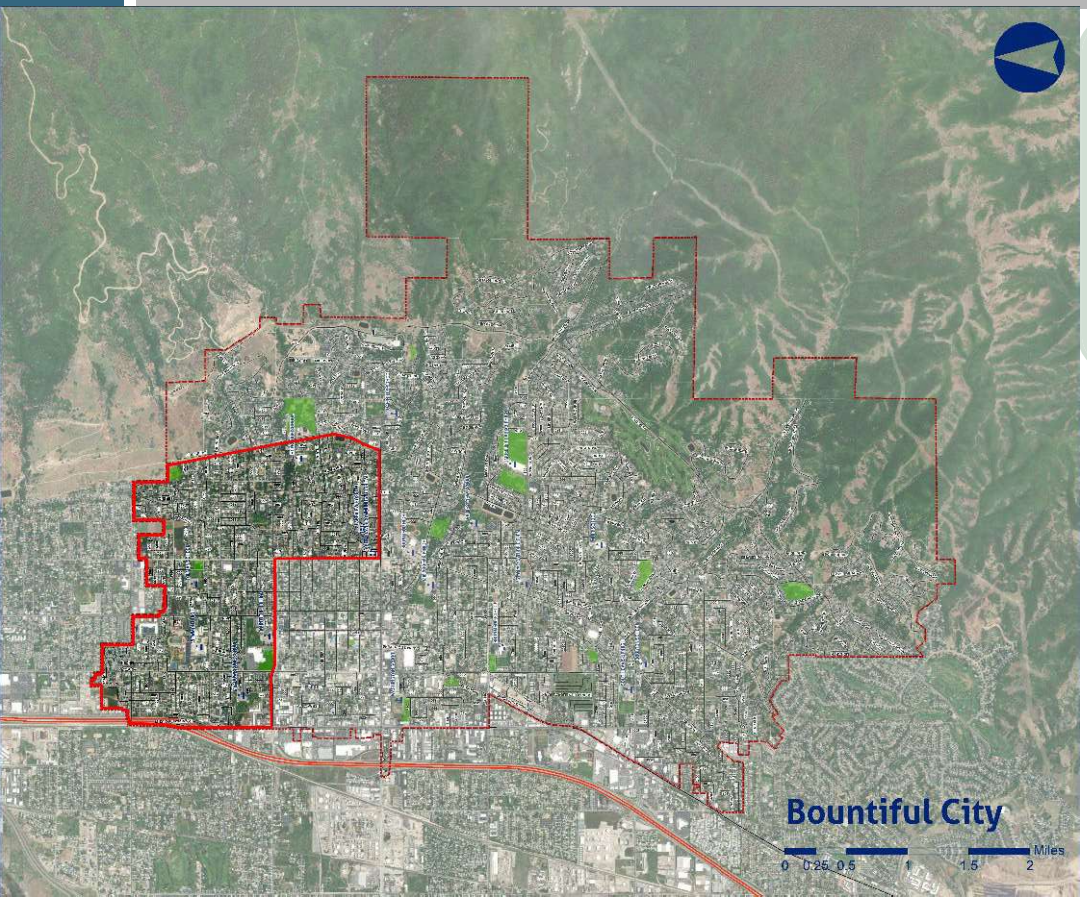
Parks, Open Space and Civic Uses

Foothill Residential

Neighborhood Residential

Neighborhood Mixed Residential

North District



Parks, Open Space and Civic Uses

Neighborhood Residential

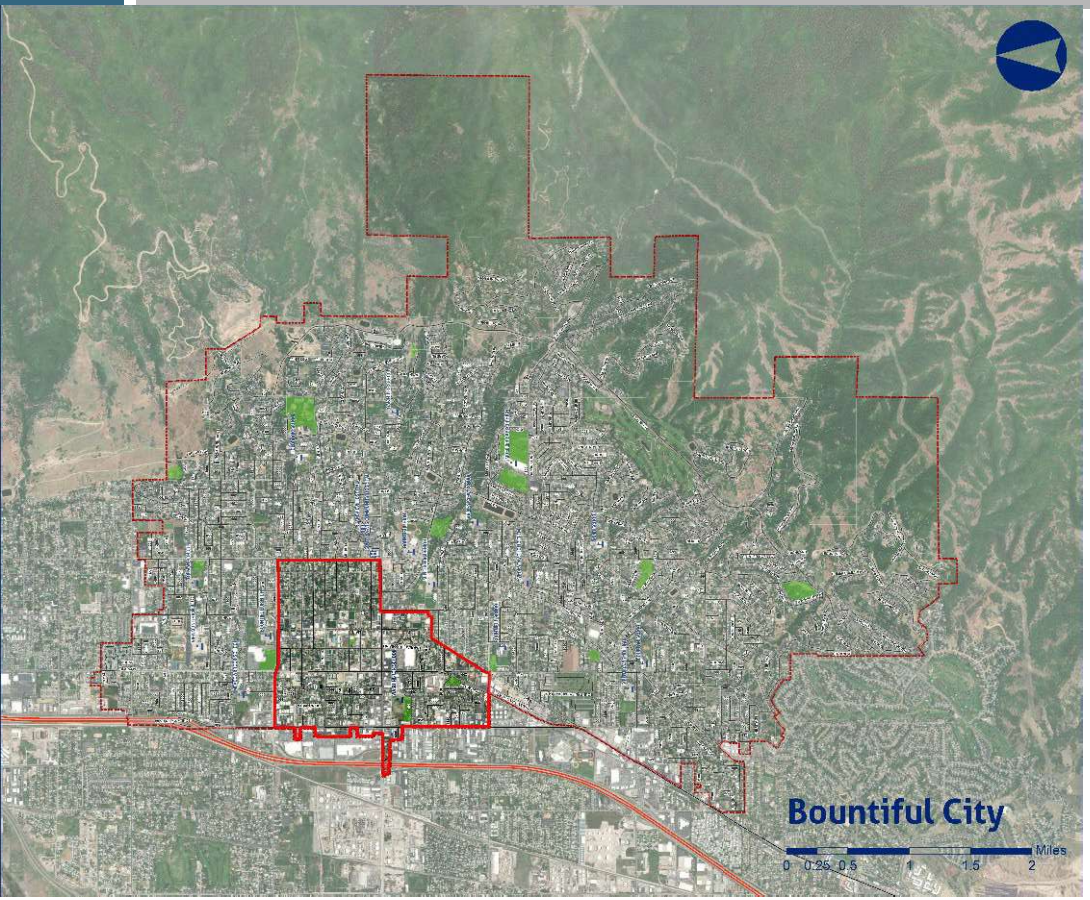
Neighborhood Mixed Residential

Neighborhood Center

Community Commercial

Commercial Corridor

Central District



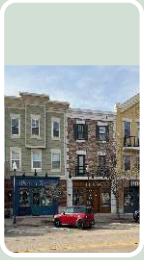
Parks, Open Space and Civic Uses

Neighborhood Mixed Residential

Transit Ready Development

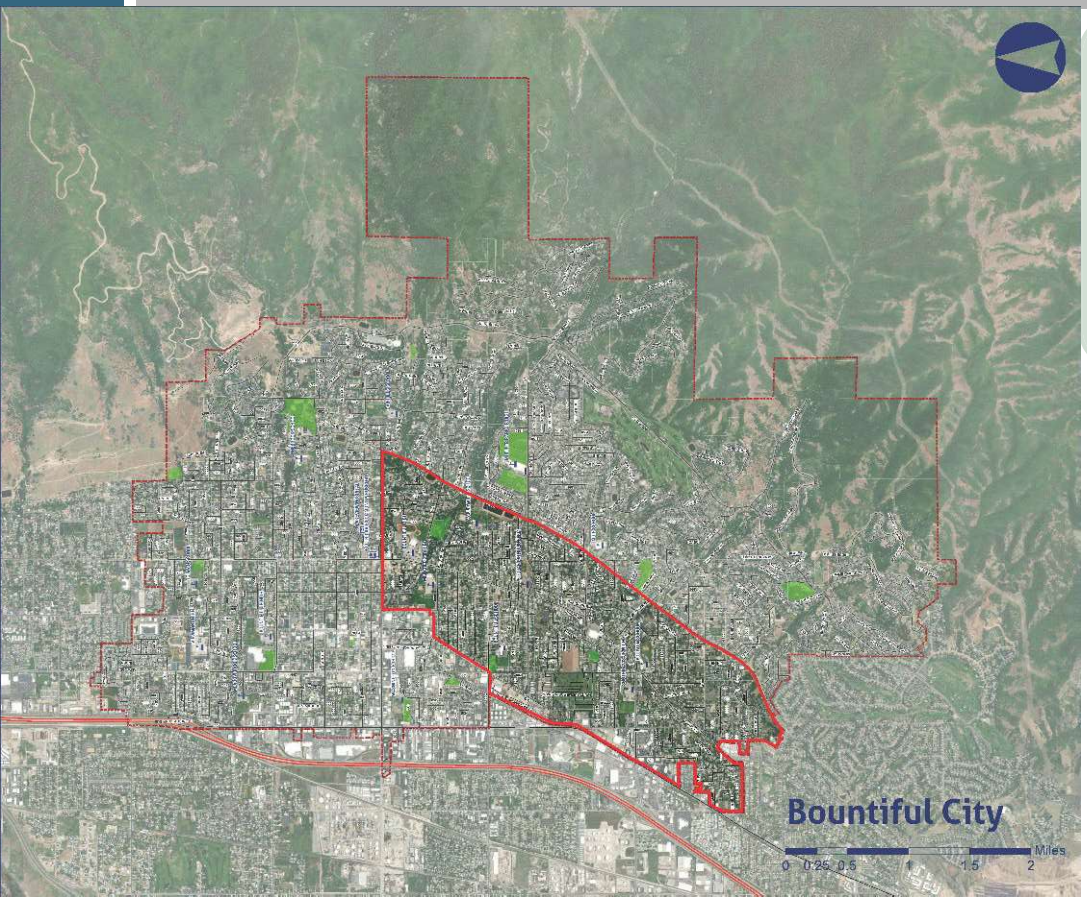
Community Commercial

Commercial Corridor



Downtown

South District



Parks, Open Space and Civic Uses

Neighborhood Residential

Neighborhood Mixed Residential

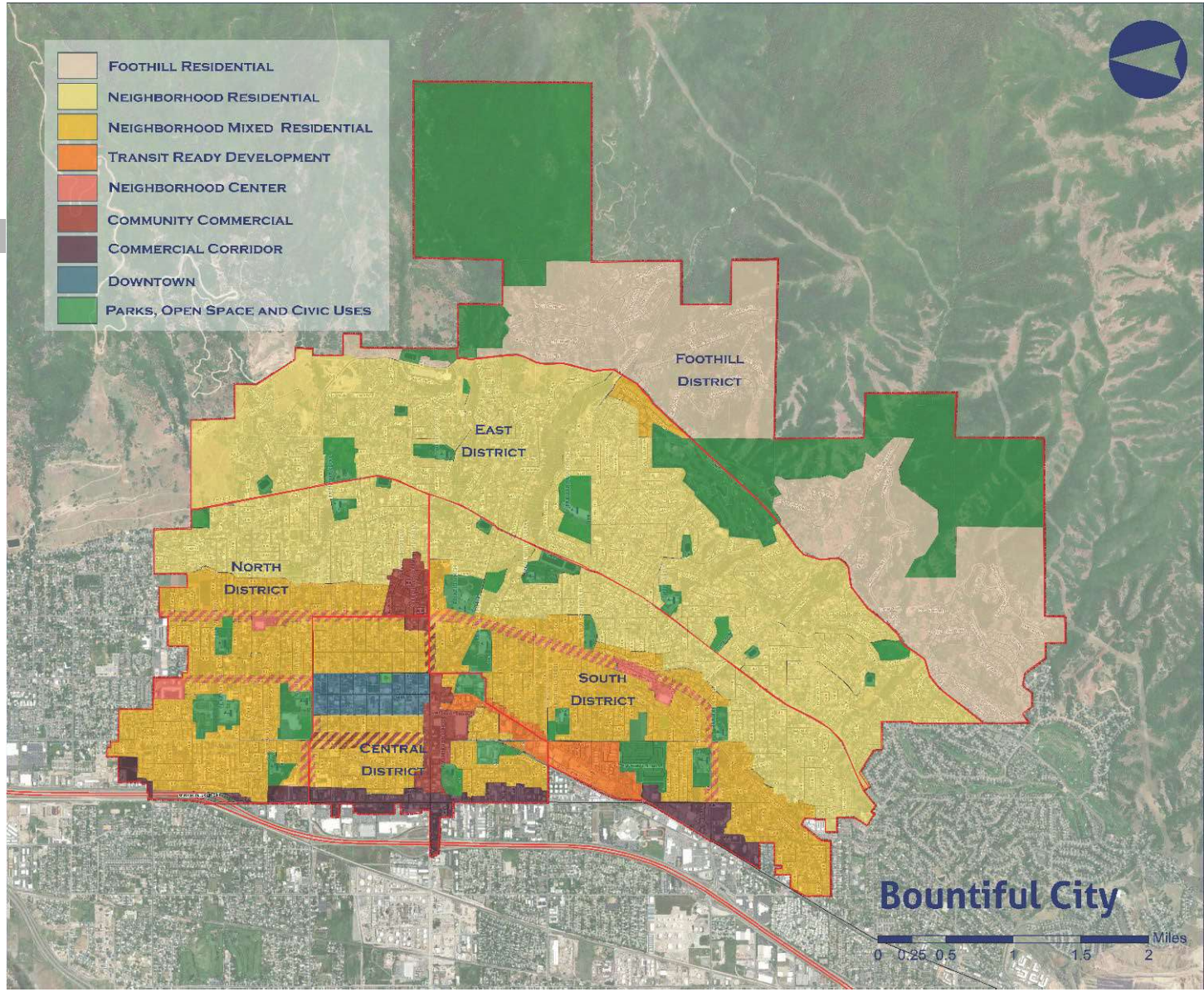
Transit Ready Development

Neighborhood Center

Community Commercial

Commercial Corridor

Draft Future Land Use Map



Next Steps

Next Steering Committee Meetings April 26 & June 7

Joint Session March 14th

Public Workshops March 27, April 17 & 18

Minutes of the
BOUNTIFUL CITY COUNCIL RETREAT
Thursday, January 12, 2023 – 8:00 a.m.

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

Bountiful City Council Retreat – 8:00 a.m.
The Hyatt Place, 222 North Union Ave, Farmington, UT

Present:	Mayor	Kendalyn Harris
	Councilmembers	Millie Segura Bahr, Jesse Bell, Kate Bradshaw, Richard Higginson, Cecilee Price-Huish
	City Manager	Gary Hill
	Assistant City Manager	Galen Rasmussen
	City Attorney	Clinton Drake
	City Engineer	Lloyd Cheney
	Planning Director	Francisco Astorga
	Finance Director	Tyson Beck
	Power Director	Allen Johnson
	Parks Director	Brock Hill
	HR Director	Shannon Cottam
	IT Director	Alan West
	Water Director	Kraig Christensen
	Streets Director	Charles Benson
	Police Chief	Ed Biehler
	Recording Secretary	Maranda Hilton

WELCOME, PLEDGE OF ALLEGIANCE, AND PRAYER/THOUGHT

Mayor Harris opened the meeting at 8:12 a.m. Councilmember Bahr led the Pledge of Allegiance and Mayor Harris offered a prayer.

MAYOR'S INTRODUCTION

Mayor Harris led a get-to-know-you activity.

REVIEW OF PRIOR YEAR SUCCESSES

Mr. Gary Hill asked each department head to give a report on their successes from 2022.

Mr. Lloyd Cheney reported on the Eagle Ridge Drive extension project, the 800 East storm drain project, and the Washington Park project.

Mr. Tyson Beck reported on the yearly financial audit, receiving the Government Finance Officers Association's (GFOA's) award for the 41st consecutive year, and the issuing of checks totaling $54,117,606 for the City and $3,896,471 for the Recreation District.

PENDING

Mr. Brock Hill reported on the completion of the HVAC system in the public safety building, the cemetery shop expansion project, the maintenance of the golf course through a restrictive water year and the remodel of their clubhouse café. He further reported on the successful management of Washington Park's design and construction, improvements made to Town Square, managing park maintenance during water restrictions, and all the community events his staff helped with.

Ms. Shannon Cottam reported on the successful Columbus Day employee training event, salary surveys completed for six departments, and the hiring of 26 full-time and 55 part-time employees.

Mr. Alan West reported on the progress made on the fiber project, hiring another full-time employee and vacating the communications tower at the public safety building.

Mr. Charles Benson reported on the successful first month of Bountiful's in-house recycling collection program, the redesign of the landfill for added longevity, the hazardous waste collection event and the increase of green waste processing by 52% over the last seven years. He also discussed the 800 East storm drain project, the cleaning out of a line at 675 West 3400 South, the resolution of a rot issue at 3300 South Davis Blvd, and ADA ramps being installed around schools.

Mr. Clint Drake reported on employee trainings that took place throughout the year and that the prosecutor's office handled 519 criminal cases, 595 traffic court cases and assisted 320 victims last year.

Mr. Francisco Astorga reported on the $3.98M grant for the redevelopment of Renaissance Towne Center, the creation of a short-term rental ordinance, the General Plan Update project, the amending of the landscaping ordinance, the hiring of another full-time planner, and the management of the farmers' market.

Chief Ed Biehler reported on achieving accreditation from the Utah Chiefs of Police Association, and that the consolidation of the dispatch centers should be happening in July. He also reported that they have promoted Sgt. Andrew Smith to fill Lt. Killian's spot when Lt. Killian retires.

Mr. Allen Johnson reported that the Power Department is 60 days away from achieving five years with no lost time accidents and gave credit to their safety training. He reported on the completion of Feeders 574 and 576, the saving of millions of dollars by watching resources very closely, and the fixing of the power line that got snagged by a train.

Mr. Brock Hill reported on the progress made on the trails projects including a bridge installed in North Canyon. Mr. Gary Hill added that the City has received several grants and private funding for trails projects.

Mr. Kraig Christensen reported on the Calder Well rehabilitation project, being acknowledged by the State of Utah Dept. of Natural Resources for their radium mitigation plan, the installation of Variable Frequency Drives (VFDs) in the water system, and the placement of a liner in the Summerwood area.

Mr. Galen Rasmussen reported on receiving the GFOA's Distinguished Budget Award for the last seven years, being able to close out the last of the windstorm grants, the issuing of the general obligation bond for Washington Park and trails projects, the Columbus Day training event and the fiber project.

The Councilmembers thanked the departments heads for their hard work and professionalism and said how proud they were of the work being done in the City. Councilmember Bahr said she felt this list of accomplishments should be shared as a press release so residents can better understand what the City accomplishes every year. Mr. Gary Hill said they could definitely put the list of accomplishments out on social media. Councilmember Bell agreed and challenged the department heads to start taking pictures of their crews "in the trenches" and to share it on social media.

PENDING

Councilmember Bradshaw added that she would like more people to know that the Parks Department is running the farmer's market.

The Mayor thanked all of the department heads for the time and effort they put in preparing staff reports and presentations, helping the Council make decisions, and then doing the work once a decision is made. She also shared her appreciation for Ms. Shawna Andrus, City Recorder, who does a great job making sure information is shared in a timely manner, often working nights and weekends during emergencies.

PRIORITIES DISCUSSION

Mayor Harris asked if any of the Councilmembers had a suggestion for changing the policy priorities document.

Councilmember Price-Huish suggested that a change be made to the policy priorities under the "Open, Accessible, & Interactive Government" category that would reflect the City's commitment to enforcing its policies. She gave the example of the Short-Term Rental discussion the Council had last year and how they wanted residents to be able to know what is going on when they file a complaint. She suggested they add a line that says, "Responsive processes and procedures" to the policies document.

The Mayor and Council discussed whether they needed that level of specificity in the policy priorities document. After many suggestions, Councilmember Higginson suggested they change "Deploy user-friendly information and online tools" to "Deploy user-friendly information, *clear processes*, and online tools." The Council and Mayor agreed on that change and it was added to the document.

Councilmember Bradshaw wished to point out to the Council that homelessness legislation would become a very important issue during this legislative session, and they might consider ranking that higher on the priority list. Mr. Gary Hill said that the Council will hopefully have time to discuss the details of upcoming homelessness legislation during tomorrow's project update discussion.

Councilmember Price-Huish had one more suggestion for the policy priorities document. She said that under "Sustainable Future Bountiful" she would like to include a line about recognizing opportunities for economic development. She also suggested the City create and maintain a list of underutilized properties, in an effort to facilitate economic development in non-productive areas of the City.

The Mayor and Council discussed this suggestion and were unable to come to an agreement about how to best add it into the policy priorities document. The Mayor suggested they take a break and continue the discussion later. Everyone agreed to that.

BREAK

The meeting took a break from 10:40 a.m. until 10:55 a.m.

Mr. Todd Christensen, Assistant City Engineer and Ms. Amber Corbridge, Senior Planner, arrived at the meeting.

TRAILS UPDATE AND IMPLEMENTATION PLAN

Mayor Harris asked the Council if they were alright with moving the priorities discussion until tomorrow because Mr. Todd Christensen and Ms. Amber Corbridge were here for the trails discussion. Everyone agreed.

PENDING

Mr. Brock Hill explained what the Trails Implementation Plan (TIP) is and how the trails committee and staff use it for guidance on prioritizing trail projects.

Mr. Brock Hill then went over what has been done on trails projects in the past couple of years. He explained that the North Canyon Trail, which was built mostly by volunteers, is still being completed and the Parks Department has taken over maintenance. The high school mountain biking teams continue to do volunteer work to maintain it as well. One third of the Summerwood Trail is completed and they are working with a contractor to connect it to the trailhead. The Holbrook-to-Ward Trail will eventually be adopted as part of the Bonneville Shoreline Trail (BST), but there are still some private land issues to work out before that can happen. A bridge was installed in Holbrook Canyon which is made if fiberglass-reinforced product, and the International Mountain Biking Association (IMBA) flagged a large area above the Bountiful Temple on Bountiful Boulevard between Holbrook and Ward Canyons to mark where new trails will be.

Mr. Brock Hill explained which projects are currently underway, that the trailhead at North Canyon is on hold for the winter and that they are still waiting on a permit from the Army Corps of Engineers before they can disrupt the stream bed. The contractors were able to get most of the sewer placed and do most of the grading on the site. Mr. Todd Christensen added that they hope to have the permit from the Army Corps of Engineers and continue work by March or April. The Holbrook-to-Ward Trail is also under construction with an extension planned that connects to the Christmas Tree Trail. Summerwood Trails (sets a, b and c) are ready for contract approval for a project manager and will add 21 miles of trails when they are complete. Staff is also talking with the Forest Service about trail signage that is easy to understand.

Mr. Brock Hill then explained what the next projects will be. He said that in 2024 they will focus on connecting Mueller Park to the Christmas Tree Farm area, but unless they are able to gain access across some private land, they will have to go up and around that property. They will also be working on some trails above Stone Ridge that connect to the BST feeder line, and at the top of the Sessions Trailhead they want to connect to the trail network above the Bountiful Temple. Some of these trails will require they complete another National Environmental Policy Act (NEPA) process with the Forest Service since the trails will be on Forest Service land.

Mr. Brock Hill said that they have currently used about $295k from the budget and by the end of 2024 estimate they will have used a cumulative total of $2.5M. Councilmember Bell asked how close to completion they will be by the end of 2024. Mr. Christensen answered that they should have about 40 miles of trails built and four bridges installed at that point.

Councilmember Price-Huish asked about the growing issue of adequate parking at the Holbrook Trailhead. Mr. Brock Hill answered that they have talked about this a lot and are seeking more funding to address parking issues. He also explained that once a connector is built to Holbrook from Eggett Park it will help alleviate the issue as well. He said that parking will be an important piece of the puzzle for the entire trail system, but once more trails are completed it will help spread out the parking to many different trailheads.

The Mayor thanked Mr. Brock Hill for his presentation and Mr. Christensen and Ms. Corbridge for joining the meeting.

Mr. Todd Christensen left the meeting.

LUNCH

The meeting took a lunch break from 12:05 p.m. until 12:49 p.m.

PENDING

Ms. Corbridge left the meeting.

CODE ENFORCEMENT PROCESS

Mr. Francisco Astorga presented the Bountiful City Code Enforcement Workflow document and explained that his staff came up with an eight-step process for managing code violation complaints.

Councilmember Bradshaw said she did not think being out of the country was an adequate reason for a deadline extension. Mr. Gary Hill explained that the point of the policy is for people to understand that two weeks is the standard, but staff also recognizes that it is better to work with people and grant an extension than to wait two weeks and send a letter, and then wait another two weeks and send another letter.

Councilmember Price-Huish suggested the Planning Department put the complaint form online to make it easier for people to reach them. Mr. Astorga liked that idea and added that the Planning Department is working on implementing a code enforcement page that will explain everything about the process and tell people what they need to provide to file a complaint. Mr. Alan West said that the IT Department could easily set up a form like that for their code enforcement page.

Councilmember Bahr asked what happens if someone violates the code over and over. Mr. Gary Hill answered that residents all have the same right to due process even in instances of recidivism. The process will be the same each time they violate the code, and they will receive a letter and have two weeks to comply, just like everyone else, which maybe difficult for neighbors to understand.

Councilmember Price-Huish asked how many complaints are received each year. Mr. Astorga answered that last year 106 code enforcement complaints were filed and another 14 were not filed because staff went to check and there was nothing there; 14 for grass over six inches high, 12 for illegal STRs, 11 for obstruction to a public right-of-way, 10 for unpaved parking, and 10 for animals.

Mr. Astorga explained that Mr. Nicholas Lopez, the code enforcement officer, meets with him every other week and goes over all current code enforcement cases. Mr. Astorga then produces a monthly code enforcement report for the City Manager. Mr. Astorga said that his department will be focusing more on communication as it concerns code enforcement in the City and that the Councilmembers can call Mr. Lopez at any time to get an update on all actions that have been taken on a given case.

The Mayor and Councilmembers thanked Mr. Astorga for his work on creating this written document and for making enforcement easier to understand and access for residents.

Mr. Gary Hill asked the Council for direction on the enforcement of illegal STRs. He explained that the letter they send out for a violation asks the owner to “cease and desist” all operations immediately. He said this can be a tough situation for owners who already have their rentals booked into the future, and asked for the Council’s opinion. After some discussion, all Councilmembers agreed to leave the policy as is, saying that any other illegal business would be asked to do the same thing.

Trail Items (Continued)

Mr. Gary Hill then asked the Council for direction about naming a trail after a long-time Bountiful resident who worked for many years on trail improvement, Mr. King Green. Mr. Hill explained that they have reached out to Mr. Green and to the Trails Committee about changing Holbrook Trail to King’s Trail, but Mr. Green was unsure about that suggestion. The Trails Committee suggested they name a new trail segment in Holbrook Canyon (trail 501) after him

PENDING

instead. After some discussion, the Council liked the suggestion for naming trail 501 after Mr. Green, possibly "King's Crossing," but said they would defer to Mr. Green's and the Trails Committee's wishes on the exact name. Mr. Hill thanked them for their input and said he would email the Council with Mr. Green's opinion and gather responses from them via email as well.

CITY CEMETERY EXPANSION AND POLICIES

Mr. Lloyd Cheney explained that the City needs direction from the Council as they get ready to develop the cemetery expansion property. He also said that as they have looked at the remaining inventory, the current cemetery plot sale policies compared to surrounding cities, and the ratio of resident to non-resident burials, staff feels the City should make some changes if they want to prolong the useful life of the cemetery.

Mr. Cheney explained that the existing cemetery is 37.5 acres with 33,966 total plots. There are 13,563 plots that are sold but unoccupied and 1,971 unsold plots remaining. With the current rate of 400 burials a year, our existing cemetery will be sold out in under five years. The expansion property is 8.65 acres and can have up to 1,000 plots per acre, but less if the City plants some trees. If the current burial rate stays the same, the expansion would extend the life of the cemetery up to 21.6 years, which seems short.

Mr. Cheney added that surrounding cities with city-owned cemeteries have all changed their policies to not allow non-resident burials and to only allow plots sales at time-of-need. Bountiful City is the only city still allowing non-resident burials and unlimited on-demand plot sales. He explained that because Bountiful is the only city still allowing non-residents, and the rates are not very high, there will continue to be a rise in non-resident burials here. Mr. Gary Hill said that unless some serious policy changes are made, the Bountiful City cemetery, including the expansion property, will fill up faster than the City wants, and probably with non-residents.

Mr. Cheney asked the Council to provide direction on policies regarding whom to sell plots to, when to sell plots and how many plots to sell at one time. He said that if staff has that information and can create a master plan this year, the City can begin construction of the expansion property next year and have the first plots ready for sale in 2025.

The Council discussed the possible policy changes and the consequences of implementing those changes. Mr. Brock Hill also brought up the current cemetery policy that requires a purchase of at least four plots together in order to have a raised headstone. The Council discussed changing this policy as well, in order to discourage people purchasing more plots than they need. The Council also discussed the issue of residents transferring plots to non-residents.

After a lot of discussion, Mr. Gary Hill polled the Council on their wishes about the proposed policy changes. The Council agreed that the non-resident rate be raised so that it is higher than private cemetery rates, and most Councilmembers agreed to a slight raise in the resident rate as well. Mr. Gary Hill said that staff would come back with a recommendation.

Councilmember Bradshaw asked if Mr. Gary Hill had any recommendations that could be considered instead of changing directly to residents-only. Mr. Gary Hill said the Council could limit the number of plots sold at one time, change the headstone policy so it does not require the purchase of four plots, and consider giving non-residents fewer choices (location of plots, double-depth only, or at time-of-need only). The Councilmembers liked those ideas and asked that staff use them in their future recommendation.

Mr. Gary Hill brought up the fact that continuing to allow non-residents to be buried in the cemetery still opens the door for residents to buy plots and transfer them to non-residents. Councilmember Bell asked if the City could only allow transfers to residents at time-of-need. Mr.

PENDING

Gary Hill said he could look into that if the Council wanted to pursue that idea, although it might be difficult to actually enact. The Council wanted to know more about the feasibility of that policy.

Councilmember Higginson asked if the cemetery's opening and closing fees are in line with the surrounding cities' fees. Mr. Brock Hill said that Bountiful's fees for residents match the surrounding cities but non-residents fees are still below other cemeteries. The Council all agreed that Bountiful should raise its non-resident opening and closing fees to be higher than private cemetery fees.

Mr. Gary Hill said that staff will bring it back during the budget meetings and hopes the entire Council can come to discuss it.

BREAK

The meeting took a break from 3:46 p.m. until 3:55 p.m.

Councilmember Bell left the meeting at 3:55 p.m.

ELECTRONIC PARTICIPATION IN MEETINGS

Mr. Gary Hill explained that the current ordinance regarding electronic participation in meetings says that participation is allowed by passing a resolution. This has stopped Councilmembers from participating in work sessions, simply because the resolution cannot be passed until the regular session afterward. He said that if the Council is so inclined, they could create a standing resolution that says anyone can participate in any meeting or under certain circumstances.

Mayor Harris said that she felt the Council should discuss what they value most in their meetings and expressed how much she values meeting in-person.

Councilmembers Higginson, Bradshaw and Price-Huish all voiced their support for changing the current ordinance to allow for a standing resolution. Councilmember Higginson said he did not believe anyone would abuse the ordinance if they changed it.

Councilmember Bahr voiced her support for keeping the ordinance as it stands. She said that having it be more restrictive would convey how seriously the Councilmembers take their responsibility to come and discuss issues in person.

Mayor Harris said that Councilmember Bell wished to keep the ordinance the same as well.

Mr. Gary Hill said that he felt they should try as much as possible to have people in the same room.

The Council discussed the various reasons for and against changing the ordinance, and did not reach a unified consensus. Mr. Gary Hill asked if staff should include a sunset in the resolution, then the Council could vote on it every year along with the meeting schedule. The Council was in favor of the resolution having a yearly expiration.

GRAFFITI ORDINANCE

Mr. Hill explained that the City does not currently have an ordinance that prohibits graffiti on private property. He asked the Council if they would like to have staff draft a graffiti ordinance that would allow the City to enforce the removal of graffiti from private property.

Councilmember Price-Huish asked if the City could somehow alleviate the financial burden to the property-owner by giving them paint at cost, since they are not at fault. Mr. Hill said that they could, but he's not sure the City gets paint any cheaper then anyone else, and that the cost is then pushed onto the taxpayers.

PENDING

The entire Council wished to see a graffiti ordinance drafted and both Councilmembers Price-Huish and Bradshaw wished to have the City provide paint at cost if possible.

The meeting ended at 4:28 p.m.

_____
Mayor Kendalyn Harris

_____
City Recorder

PENDING

Minutes of the
BOUNTIFUL CITY COUNCIL RETREAT
Friday, January 13, 2023 – 8:00 a.m.

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

Bountiful City Council Retreat – 8:00 a.m.
The Hyatt Place, 222 North Union Ave, Farmington, UT

Present:	Mayor	Kendalyn Harris
	Councilmembers	Millie Segura Bahr, Jesse Bell, Kate Bradshaw, Richard Higginson, Cecilee Price-Huish
	City Manager	Gary Hill
	Assistant City Manager	Galen Rasmussen
	City Engineer	Lloyd Cheney
	Planning Director	Francisco Astorga
	Finance Director	Tyson Beck
	Power Director	Allen Johnson
	Parks Director	Brock Hill
	HR Director	Shannon Cottam
	IT Director	Alan West
	Water Director	Kraig Christensen
	Streets Director	Charles Benson
	Police Chief	Ed Biehler
	SDMFD Chief	Dane Stone
	Recording Secretary	Maranda Hilton
Excused:	City Attorney	Clint Drake

WELCOME, PLEDGE OF ALLEGIANCE, AND PRAYER/THOUGHT

Mayor Harris started the meeting at 8:08 a.m. and welcomed everyone. Councilmember Bell led the Pledge of Allegiance and Councilmember Higginson offered a prayer.

POWER RESOURCE OUTLOOK

Mr. Allen Johnson gave an overview of the current state of the City's power resources. He explained the challenges of buying and selling power on the market in order to meet the power needs of the City while avoiding wasting money on unused power. The power load has to be balanced every single hour and the pricing changes hourly.

The City has the ability to purchase gas to use in the power plant and to purchase power from the Colorado River Storage Project (CRSP). He said that typically the City purchases 42-45% of its power from the CRSP and purchases another 25% from the market, but because of multiple drought years, the CRSP is unable to supply enough power and the next fiscal year will see the City

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purchasing 44% of its power from the market and only 25% from the CRSP. Not only will it be much more expensive, but if Lake Powell goes to "dead pool" it will mean a big loss of power resources for possibly many years. Mr. Johnson also explained that there are two new phenomena taking place right now; a heat dome and an atmospheric river, that are driving up power costs.

Mr. Johnson talked about the upcoming projects that Bountiful has signed up for which are the Red Mesa and Steel Solar projects coming online in March 2023 and January 2024 respectively, and the Intermountain Power Project (IPP) which is scheduled to be online by June 2025. He covered the big issues that the IPP is facing; oppositional legislation, coal supply-chain issues, and possible EPA regulation issues; and said that it still has a long way to before it is a sure thing.

Mr. Johnson shared the good news that the Weber/Ogden snowpack is at 197% and although it is not enough to fill Lake Powell, it will enable the City to fill its reservoirs and will save money by using the two hydro plants more this year.

Mr. Johnson explained that the San Juan Enchant Project in Farmington, New Mexico has been shut down due to the settlement of a lawsuit. He said that there will be ongoing costs for demolition and site maintenance for many years.

Mr. Johnson explained that although Bountiful was able to keep its costs lower than most of the other UAMPS cities by being very diligent about watching the market and predicting future needs, Bountiful has been paying more for power than the City is able to sell it for. He advised the Council that if the City wants to keep their reserves from being depleted, a rate increase may be necessary. He added that most other cities are looking into rate increases and most of them have a variable rate policy which spreads the extra cost to the consumers. Bountiful has never adopted a variable rate policy because it means the residents never know how much they will pay for power, but it is an option if the Council wants to go that route. His staff recommends a 10% rate increase in order to stop depleting reserves.

Councilmember Price-Huish asked what kind of a rate increase would help build a reserves back up. Mr. Gary Hill answered that a 20% rate increase should do that, but the price of future power is unknown.

Councilmember Price-Huish asked how many cities have a variable rate currently. Mr. Johnson said 60-70% of the bigger cities do.

Mr. Johnson said that knowing if the Council is agreeable to a rate increase or a switch to a variable rate will be helpful as they head into the budgeting process. Councilmember Bell said he was in favor of a rate increase sooner rather than later.

BREAK

The meeting took a break from 9:41 a.m. until 9:47 a.m.

POLICY PRIORITIES DISCUSSION (CONT)

Mayor Harris asked if there were any other proposals for changes to the policy priorities document.

Councilmember Price-Huish proposed adding "target opportunity areas" to the "Proactive, Compatible Economic Development" section. The Council all agreed.

Councilmember Price-Huish also asked that the City develop an economic plan and keep a list of underproductive properties in the City, as a way to foster economic growth opportunities and have those properties become productive. Councilmember Bradshaw asked if she would like that to happen concurrently with the General Plan or afterwards. Councilmember Price-Huish answered that

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she feels it should happen concurrently because it is outside of the scope of what Logan Simpson is doing for the General Plan.

Mayor Harris said she likes the idea but feels it may be a bit too large in scope. She suggested that the Planning Department have a short list of the most important properties they could give to interested parties who call. She said anything more might step into what the private real estate sector is already doing.

Mr. Gary Hill said that the City has a robust understanding of the most underutilized properties and could easily create and maintain a list of those that dovetails with the General Plan if the Council would like that.

Mr. Francisco Astorga added that the Planning Department does not get very many calls about the availability of existing buildings. They generally get calls about the City's appetite for rezoning a certain area. He feels that the cost of rent is the barrier to growth, not the lack of awareness about what is available.

Councilmember Bell said he loves the idea of fostering economic growth, but he feels it will happen organically as the City focuses on finishing the General Plan and gaining direction from that, and also holding downtown events and adding art. He does not feel that a list of properties will accomplish the goal.

Councilmember Price-Huish said she liked Mr. Gary Hill's idea and would like to see it as comprehensive as possible and have it happen concurrently with the General Plan update. She said she feels strongly that Bountiful can help facilitate partnerships and foster growth without stepping on the toes of realtors. Mr. Gary Hill said that creating and maintaining a comprehensive list will not be possible with existing staff resources.

Councilmember Bahr said she was comfortable with keeping things how they are, she feels the current system is working, and that keeping a list will not be a good use of staff time.

Councilmember Bradshaw said that looking at the list of current projects, she would rank this as number five on the list in order of priority, and she would not want it to eat up the time the Planning Department is spending on other projects. Councilmember Higginson agreed with that sentiment.

Mr. Gary Hill asked if the Council was opposed to the Planning Department making a very general list of the properties that the City tends to get a lot of questions about anyway. The Council said that would be fine.

PROJECT AND ISSUE UPDATE

Mr. Gary Hill presented a list of current City projects and each Councilmember and the Mayor took turns choosing a project to be updated about.

Councilmember Bahr asked about the downtown art project. Mr. Brock Hill said that he and Ms. Rebecca Montealegre have been walking around identifying locations for art installations. They would like to place the "Daydream" sculpture in front of Zion's Bank on Main Street if the Council approves. The dragon sculpture is bigger and they believe finding a place inside town square might work best for that one, but they are concerned about it being damaged if it is too accessible.

Mr. Gary Hill asked if the Council was alright with the chosen location for "Daydream" and they answered affirmatively. Councilman Higginson suggested allowing Zion's Bank to sponsor the art.

Councilmember Price-Huish asked about staffing levels at the City. Each Department Head was asked to share whether or not they are fully staffed and how many spots they have open. The Parks Department is down three full-time employees, the Power Department is down one full-time

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and one part-time employee, the Fire Department is down twelve employees, the Water Department is down two full-time employees, and the Police Department is down one full-time dispatcher and one full-time officer.

Councilmember Bradshaw and Mr. Gary Hill updated the Council about upcoming homelessness legislation. Mr. Hill explained that because Davis County does not have a homeless shelter it is being targeted this year. He explained that the State has told Davis County to figure out a plan, otherwise the State will step in and tell them what to do. There have been two major proposals in the legislature; Utah County must find 300 beds for overflow and Davis County must find 100 beds for overflow. Councilmember Bradshaw added that there is also a proposal to move homeless camps to a property that has legal camping.

Mr. Gary Hill explained that although no one wants a shelter in their community, it will be worse in the end if the State figures it out for local government. Councilmember Bradshaw explained that mitigation funds for shelters have not come close to covering the actual costs, but that she has been unable to gain any traction with the County Commissioner on the topic. She wants the Council to be very aware of this issue and how it may affect Bountiful City.

Mayor Harris asked for an update about the AlphaGraphics property. Mr. Gary Hill answered that he spoke to Mr. Richey two days earlier and he is now ready to move to a new building and sell his current property. However, the proposed buyer is no longer interested, so an opportunity was missed there.

Councilmember Bell asked for advice on the summer concert series. He explained that the Christmas concert was cancelled due to poor ticket sales, and because those ticket sales help fund the summer concerts in the park, they are scrambling to know what to do. He explained that Mr. Richard Watson, who runs the concerts as a member of the Community Service Council, has decided to schedule another concert to try and raise funds. He would like to have the Bread tribute band, Toast, perform.

Mr. Gary Hill added that the City subsidizes the summer concerts by about $10,000 to $12,000 each year.

The Council discussed the best course of action. They decided that instead of trying to put on another fundraising concert, to give Mr. Watson a budget of $12,000 for the summer concerts this year, and to let him stretch that as far as he could. They also expressed their desire that Mr. Watson have more help, so Mr. Gary Hill advised that the best way to find good people to serve would be for the Councilmembers to invite individuals.

Councilmember Higginson asked that Councilmember Bell convey the Council's appreciation for the tireless service Mr. Watson gives to the City.

Councilmember Higginson asked about the dispatch consolidation issues. Mr. Gary Hill answered that things are looking better and now the north-end cities have met and are figuring it out together. The County has agreed to give up dispatch and Layton City has agreed to provide dispatch services for the north end for the County, as long as they can work out the budget and how to give everyone a voice. Another meeting will take place in two weeks, and if that goes well, they will figure out who gets dispatched by Bountiful and who gets dispatched by Layton.

WASHINGTON PARK NAMING

The Mayor led a discussion about what to name the park currently being constructed where Washington Elementary used to be. Councilmembers Bahr, Bradshaw and Bell all said they preferred Washington Park. Councilmember Higginson said his first choice was Washington Fields, but that he

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was okay with Washington Park as well. Councilmember Price-Huish proposed the names Paradise Park, Mountain View Park, Harmony Park, Arbor Park and Friendship Park.

The Council agreed that the majority vote was for Washington Park.

ADJOURN

Mayor Harris thanked everyone for being there and contributing to the wonderful meetings.

Councilmember Bell made a motion to adjourn the retreat and Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

The meeting was adjourned at 11:44 a.m.

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Mayor Kendalyn Harris

_____

City Recorder

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Minutes of the
BOUNTIFUL CITY COUNCIL
February 28, 2023 – 5:30 p.m.

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

Work Session – 5:30 p.m.
City Council Chambers

Present:	Mayor	Kendalyn Harris
	Councilmembers	Millie Segura Bahr, Jesse Bell, Kate Bradshaw, Richard Higginson (via Zoom), Cecilee Price-Huish
	City Manager	Gary Hill
	City Engineer	Lloyd Cheney
	City Attorney	Clinton Drake
	Planning Director	Francisco Astorga
	Finance Director	Tyson Beck
	Parks Director	Brock Hill
	Assistant City Manager	Galen Rasmussen
	Streets Director	Charles Benson
	Recording Secretary	Darlene Baetz

Mayor Harris called the meeting to order at 5:30 p.m. and welcomed those in attendance.

RAP TAX HISTORY & POLICIES – MR. GARY HILL

Mr. Gary Hill explained the history of the RAP Tax which began in 2007 (RAP) in part to help construct the Centerpointe Theater in Centerville. The tax was reauthorized by voters in 2014 for another ten years (RAP II). In 2016, RAP II was restructured to use 75% of the funds for the building of Creekside Park, 14% for park and recreation projects, and 11% for grants to cultural organizations. In 2018, residents took a survey and identified seven projects they would like to see funded by the 14% RAP II allocations: new trails and trail improvements, a dedicated trailhead at North Canyon, new playground equipment, an off-leash dog park, stage improvements at 400 North Park, public art on Main Street, and the reconstruction of pickleball courts at Twin Hollows Park. In April 2018, the RAP II revenue projections were updated and an additional $1.5 to $2M were expected to be collected. In June 2018, the City Council approved the funding of Brickyard Bark Park (opened in 2019), a trail connection between Eggett Park and Holbrook Canyon trail (2019), a North Canyon trailhead (2020-21), replacing the Eggett Park playground equipment (2020-21), a Lower Ward Canyon trail connection (2022) and the Pickleball reconstruction at Twin Hollows Park (2023). In October 2018, the City Council authorized the building of an ice ribbon in Town Square using $1.5M of RAP II funds. Just like with Creekside Park, the City pays for these projects with the Capital Projects fund and is then reimbursed by RAP II funds.

Mr. Hill went over what projects have been funded over the years, which projects the City still has financial obligations for, and what the projections are for future RAP Tax growth if sales tax

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revenue stays on trend. He said that an additional $1.5M has been projected and that the Council might want to assign some or all of it to certain priority projects. He said staff recommends going through the budget process with that in mind. The priority projects identified by staff are: (Tier I) Washington Park design costs, the Washington Park skate park, and the City-wide project for automated irrigation controls; (Tier II) replacing lights at Mueller Park baseball fields, and repairs at Creekside Park; (Tier III) additional lights at Town Square, upgraded power at Town Square, additional downtown art, and trails. It is also a possibility for voters to reauthorize the RAP Tax in 2025 (RAP III).

Councilmember Bradshaw made a suggestion for Tier II priorities. She asked staff to consider upgrades at Rocket Park where playground equipment is worn out and may have some underutilized space for improvement.

Councilmember Price-Huish asked what the feasibility is of doing a resident survey going into the budget process. She also said that Cheese Park should be a priority, in addition to what has been allotted for pickleball. Mr. Hill said that two years ago, as part of the budget process, staff discussed what a third RAP Tax reauthorization would look like and suggested it should shift the focus toward improving and maintaining existing projects instead of building new ones. He added that although staff feels the Tier I and Tier II priorities are more important than Cheese Park improvements, priorities are completely up to the Council at the end of the day.

Councilmember Bell thanked Mr. Hill and staff for this update and that as they discuss potential RAP III projects. He said it would be helpful to have a master plan of all Bountiful parks and potential projects that are needed.

Councilmember Higginson said that as asking voters to authorize a RAP III gets closer, he believes it will be helpful to have some ideas for how to prioritize those funds, but that the Council should not allocate every dollar and allow the City Council some future flexibility in RAP III use.

Councilmember Price-Huish asked how the proposed sales tax legislation could impact the future of our RAP Tax. Councilmember Bradshaw explained that if the proposed bill passes, the City's tax base would not see a reduction in sales tax, it would only affect the state portion of food sales tax revenue.

COMMISSIONERS BOB STEVENSON AND LORENE KAMALU

Commissioner Stevenson said that Davis County is great because of all the different amenities it has in all 15 of its individual cities. He expressed his passion for protecting city's rights at a local level. He said that in the last four years they have tried to inject more money into cities and into the County, improving the Legacy Events Center and finding ways to have more people visit Davis County and spend their money here. He said they have been trying to find funds for the libraries, trails projects, Eagle Ridge Drive project and more. He said that local government always needs to be looking toward the future.

Commissioner Kamalu reported that the Davis County Fair is transitioning into the Agricultural Heritage Festival. She then reported that the Library Board has been taking the data from the recent resident library survey and been meeting with all the cities in the southern part of the County to find a piece of property to build a new library now that the Bountiful branch is reaching its end-of-life. Mayor Harris announced that Bountiful has offered two pieces of property as potential sites for a new library and Commissioner Kamalu added that the Board is very eager to get started once they have spoken to all the cities and decided on a location.

Mayor Harris asked Commissioner Stevenson if he had anything to report about the legislature. He gave an update about the flood control plan, which is now complete. He talked about

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homelessness legislation, and Davis County will have to be aware of that because it will be an issue here in the near future. He said if the State wants Davis County to help with homelessness, they will have to find a way to help fund it. He also said he is against land use mandates coming from the State.

Mr. Gary Hill said that staff found out this spring that UDOT has concerns about the Bamberger bridge and its stability, so they are proposing to remove it completely, which would reroute traffic onto 1500 South, through the roundabout and the intersection on 500 South. UDOT said it will be just fine for those intersections at 500 South and 1500 South (it will operate at a "D" level), but it does not take into account all the development at the Renaissance Town Center and would require the BRT to move its route. Mr. Hill said Woods Cross and Bountiful will be putting in an application to the County for help, because both cities are very concerned about this. Commissioner Stevenson said he would gladly talk to UDOT about this issue and to see if they could get federal dollars to replace the bridge. Councilmember Bell added that he has major concerns about disrupting pedestrian access as well. Commissioner Stevenson said that perhaps the entire bridge and road underneath could both be widened. These are the types of situations that need correcting to make streets safer for pedestrians.

Councilmember Bradshaw said that there will be a vacancy on the South Davis Recreation Board and she suggested the County find eligible people with a good financial background to help them get through the budgeting process they are working on, and perhaps take into consideration that she will be the only woman serving on the board when this vacancy opens up. Commissioner Kamalu explained how the application process will work and said they will help find a good candidate.

PAYMENT PROCESSING FEE DISCUSSION – MR. TYSON BECK

Mr. Tyson Beck explained that the City is updating its financial software and that will necessitate changing to a new payment processor, which will be more expensive than our current processor by about $53,000. He explained that the Council needs to evaluate whether the City should raise utility rates and fees for all residents to cover the increased cost, or if the City would like to pass along the payment processing fees for anyone who pays with a credit or debit card.

He said that the City accepts cash, checks, credit/debit cards and electronic fund transfers (EFTs), but not all forms of payment cost the same amount to process. Credit and debit cards cost the most, and EFTs cost the least. Mr. Beck explained that in 2022 the City received 206,000 payments; 0.5% were cash, 29% were credit/debit cards, 51% were EFT, and 19.5% were checks.

Mayor Harris said she supports the option of passing the extra fees on to credit and debit card users. Councilmembers Bahr, Bell, Price-Huish and Bradshaw all said they also preferred that option.

The meeting ended at 6:59 p.m.

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

Present:	Mayor	Kendalyn Harris
	Councilmembers	Millie Segura Bahr, Jesse Bell, Kate Bradshaw, Richard Higginson (via Zoom), Cecilee Price-Huish
	City Manager	Gary Hill
	City Engineer	Lloyd Cheney

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City Attorney	Clinton Drake
Planning Director	Francisco Astorga
Finance Director	Tyson Beck
Parks Director	Brock Hill
Systems Analyst	Greg Martin
Streets Director	Charles Benson
Operations Superintendent	Jess Pearce
Assistant City Engineer	Todd Christensen
Police Chief	Ed Biehler
Senior Planner	Amber Corbridge
Recording Secretary	Darlene Baetz

WELCOME, PLEDGE OF ALLEGIANCE AND THOUGHT/PRAYER

Mayor Harris called the meeting to order at 7:07 p.m. and welcomed those in attendance. Mr. James Harris led the Pledge of Allegiance and Alexander Harrison (first grader at Bountiful Elementary) and Luca Bailey (third grader at Muir Elementary) each presented their speeches from the Martin Luther King Jr. speech contest.

PUBLIC COMMENT

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

Mr. Alex Densley (433 Jeri Drive) said that he is in favor of the mixed-use project at 4th South and Main but requested that staff look for additional off-street parking.

The public comment section was closed at 7:17 p.m.

CONSIDER APPROVAL OF MINUTES OF PREVIOUS MEETING HELD JANUARY 24, 2023

Councilmember Bradshaw made a motion to approve the minutes from January 24, 2023, and Councilmember Bell seconded the motion. The motion was approved with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

COUNCIL REPORTS

Councilmember Higginson reported that power costs continue to be high but that Bountiful has great staff working hard every day to keep costs low, including running the City's two hydro plants. He also reported that the Steel Solar project will likely be set back for a while longer due to panels being detained in customs, but Bountiful will likely still contract with them when they do finally come online.

Councilmember Bahr did not have a report.

Councilmember Price-Huish reported that the Council will be holding a joint session with the Planning Commission on March 14th, and invited everyone to tune in if they are interested in the learning more about the General Plan update. She also reported that the BDAC will be holding an art auction to help fund their programming and events.

Councilmember Bell reported that there will be a benefit concert by Toast on April 10th at Woods Cross High School. A portion of the proceeds will help fund the summer concert series. Also,

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the Bountiful Food Pantry has a high demand this year and is in need of more donations. On March 18th there will be a statewide food drive.

Councilmember Bradshaw reported on the state legislature. The DIDS (developer-led infrastructure districts) bill did not pass, thanks to the efforts of several cities, and it is looking likely that the bill in support of the Intermountain Power Project (IPP) will pass on Friday.

BCYC REPORT

Ryan Chapman, BCYC City Planner, reported on their tour of the legislature and their lunch with the Planning Director. He also said that they did work to promote the suicide prevention hotline during the month of February. He reported that the BCYC will hold their annual Bunny Hop event on April 8th from 9:00 to 10:00 a.m. at Bountiful Town Square and they are planning a Stomp on Main Street event. He noted that applications open tomorrow for new BCYC members and invited interested high school students to apply.

Councilmember Price-Huish thanked Mr. Chapman for his report and for the youth council's work on the upcoming Bunny Hop. She also said that their efforts for suicide prevention are being noticed and making a difference.

Councilmember Bradshaw asked for more details about the Stomp. Mr. Chapman said it is still early in development, but it will be an activity for high school students, and they are hoping to join forces with youth councils from the surrounding cities to reach a broader demographic.

CONSIDER APPROVAL OF:

A. EXPENDITURES GREATER THAN $1,000 PAID JANUARY 2, 9, 16, 30, FEBRUARY 6 & 13, 2023

B. DECEMBER 2022 FINANCIAL REPORT

Councilmember Higginson made a motion to approve the expenditures paid January 2, 9, 16, 30, February 6 & 13, 2023. Councilmember Bell seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF THE SITE PLAN FOR THE 4TH SOUTH AND MAIN MIXED-USE PROJECT – MS. AMBER CORBRIDGE

Ms. Corbridge presented the site plan for the 4th South and Main mixed-use project. She explained the project will contain 28 housing units and the main floor of the building that faces Main Street will be commercial use. The project was reviewed by the Planning Commission and received a positive recommendation with the conditions outlined in the site plan review.

Mayor Harris asked for more detail about the parking study and the discussion surrounding the results. Ms. Corbridge explained that the City allows developers to submit a parking study on mixed-use developments, and the study shows this project exceeds the parking minimum by four stalls.

Councilmember Bahr asked if the surrounding businesses have been made aware of the project and asked how it might impact their parking. Mr. Randy Beyer, developer, came up and answered her questions, saying that the new development does not share parking with the other businesses and that they have communicated with those businesses as well, so everyone is aware of what to expect.

Councilmember Price-Huish asked more questions about parking and suggested they post signs to make parking clearer for patrons of the commercial businesses. Mr. Beyer said they will certainly post signs.

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Councilmember Price-Huish and Councilmember Bell thanked Mr. Beyer for his work on this development, which is sure to be an asset to Main Street and the City as a whole.

Councilmember Bradshaw made a motion to approve the site plan for the 4th South and Main mixed-use project and Councilmember Bahr seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF A SINGLE EVENT BEER PERMIT FOR ST. OLAF'S CATHOLIC CHURCH ON MAY 6, 2023 – MS. AMBER CORBRIDGE

Ms. Corbridge explained that the single event beer permit for St. Olaf's church for May 6, 2023, has been reviewed and meets all qualifications so staff recommends approval.

Councilmember Higginson made a motion to approve the beer permit and Councilmember Bell seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF THE PURCHASE OF A 2023 DODGE 5500 4X4 CAB AND CHASSIS FROM SALT LAKE VALLEY CHRYSLER DODGE JEEP RAM IN THE AMOUNT OF $74,667 – MR. JESS PEARCE

Mr. Pearce explained that this truck will be used in the Power Department fleet and will replace one of the current crew service trucks. He said that they requested two state contract bids and got one back, which staff feels comfortable with. The cost will be taken out of next year's budget.

Councilmember Bradshaw made a motion to approve the purchase of a cab and chassis from Salt Lake Valley Chrysler Dodge Jeep Ram and Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF THE PURCHASE OF A NEW DAKOTA SERVICE BODY FROM MOUNTAIN STATES INDUSTRIAL SERVICE IN THE AMOUNT OF $46,238 – MR. JESS PEARCE

Mr. Pearce explained that this will be the bed for the previous cab and chassis purchase. This purchase will also come out of next year's budget and staff recommends the purchase.

Councilmember Bell made a motion to approve the purchase of a new truck body from Mountain States Industrial Service and Councilmember Bradshaw seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF THE PURCHASE OF THE XTREME POWER UPS (UNINTERRUPTED POWER SUPPLY) AND MAINTENANCE CONTRACT FROM TECH CONNECT IN THE TOTAL AMOUNT OF $49,086 – MR. GREG MARTIN

Mr. Martin explained that the Police Department recently had a UPS system fail and they have determined it must be replaced. The new system will be rated at 40kVa and will back up the City infrastructure network as well as the 9-1-1 phone systems. The remining functioning unit UPS will be utilized at the City Landfill.

Councilmember Price-Huish asked if the failed unit was at "end-of-life". Mr. Martin said that it fell-through the cracks and it was no longer under a maintenance contract or receiving regular maintenance as it should have been, but it is hard to determine why exactly the failure happened. It had been in service about five years total.

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Councilmember Bell asked how long they expect the new system to last. Mr. Martin said that life expectancy for the Xtreme Power UPS is over ten years.

Councilmember Price-Huish made a motion to approve the purchase of the uninterrupted power supply and maintenance contract from Tech Connect and Councilmember Bahr seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF THE PURCHASE OF 0.36 ACRES OF MACHINE LAKE WETLAND MITIGATION CREDIT IN THE AMOUNT OF $35,000 – MR. TODD CHRISTENSEN

Mr. Christensen explained that plans for the North Canyon trailhead project require the channeling of the stream into a pipe. Staff was alerted that the City would need to follow a special permitting process, which includes wetland mitigation. With the help of a consultant, staff has chosen to purchase wetland credits in a 2:1 ratio through a wetland credit bank. The Army Corps of Engineers has accepted the wetland mitigation proposal. Bond funds will be used for this project as it pertains to trail projects.

Councilmember Bell asked where those particular wetlands are located. Mr. Christensen answered that they are in an area west of Brigham City and north of Willard Bay.

Councilmember Price-Huish made a motion to approve the purchase of 0.36 acres of Machine Lake Wetland Mitigation Credit and Councilmember Bell seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF THE BID FROM ROCK SOLID TRAIL CONTRACTING FOR THE 2023 TRAILS CONSTRUCTION (SET C) IN THE AMOUNT OF $391,917 – MR. TODD CHRISTENSEN

Mr. Christensen explained that this contract is for Set C of the trails project, consisting of trails between Holbrook and Ward Canyons, totaling about ten miles of trails. The City received two bids and has chosen the lowest bid from Rock Solid Contracting. Rock Solid has not done trails in Utah previously, but they have a lot of experience in trails and staff feels confident in their abilities. This contract will be paid for with bond funds.

Councilmember Bell asked about Rock Solid's past experience. Mr. Christensen said they have done a lot of work in Michigan, Wisconsin and Arkansas. Mr. Brock Hill added that they have worked with IMBA as a subcontractor as well.

Councilmember Price-Huish asked if staff has spoken to their references. Mr. Christensen said he did not reach out to past clients, but they did have a letter of recommendation submitted along with their proposal. Councilmember Price-Huish said she was slightly concerned about their lack of experience in the mountain west, and that their bid was so low. Mr. Christensen said that comparing the unit price per mile between all the trail sets shows that Rock Solid's bid is within a typical range. He also said that the project manager for the trails projects is a very capable and passionate person who will be overseeing this work.

Councilmember Bradshaw said she feels that having the project manager will be key to balancing the expectations of quality and value. She also asked Mr. Christensen whether Set C trails are considered more challenging than Sets A & B, as she had heard. Mr. Christensen said that the soils in Set C are potentially more erosive and sandy, and that the trails have more switchbacks on average. However, these trails will not involve the Forest Service because they are on Bountiful City

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land, which will help. Councilmember Bradshaw recommended that the City move forward with this bidder and ask the project manager to spend a little more time overseeing Set C to help ease concerns.

Councilmember Bell asked about the timeframe for the project. Mr. Christensen said the deadline is October 31st. Councilmember Bell said he agreed with the previous comments and feels good that the City will have close oversight and the choice to terminate a contract that is not performing. He expressed his excitement for the projects to move forward.

Councilmember Bell made a motion to approve the bid from Rock Solid Trail and Councilmember Higginson seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF A CONTRACT WITH STAPP CONSTRUCTION FOR THE WASHINGTON PARK SKATE PARK IN THE AMOUNT OF $705,112 – MR. BROCK HILL

Mr. Brock Hill explained that the City received three bids for the skate park contract with Stapp being the low bidder. The bid is higher than originally budgeted for in the Washington Park budget, so it will need to be discussed further and perhaps the shortfall could be made up with the RAP tax money. Stapp has constructed twelve skate parks and has good experience in the area. Mr. Brock Hill explained that Stapp's schedule will depend on the weather, and that construction will likely continue past the current fiscal year.

Councilmember Price-Huish said she was pleasantly surprised to see that Stapp Construction won the bid and explained that Mr. Roy Stapp was her stepfather-in-law who died during the first year of the pandemic, but who lived in Bountiful for 45 years and raised his family here. His children run Stapp Construction and she is thrilled to see the contract awarded to a local company out of North Salt Lake.

Mr. Lloyd Cheney said he talked to the designers at Spohn Ranch and was happy to report that they would like to be involved during the construction phase of the skate park. Mr. Cheney said he believes that will make all the difference in how the final project turns out. He said he is very concerned about how the project goes, and it will take a lot of close oversight to make sure it is done correctly.

Councilmember Bahr made a motion to approve the contract with Stapp Construction and Councilmember Bell seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF THE PURCHASE OF A HEAVY-DUTY SERVICE TRUCK FROM RUSH TRUCK CENTER IN THE AMOUNT OF $160,000 – MR. CHARLES BENSON

Mr. Benson explained that staff was going to wait until next budget year to purchase a chassis for the service truck for the landfill, because lead times for this equipment can take over a year, but they were able to find one already manufactured and ready for delivery, so they went ahead and bought it. He explained that the rest of the equipment for the service truck will be in the next budget year.

Councilmember Bradshaw made a motion to approve the purchase of a heavy-duty service truck and Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF A 2008 CRANE CARRIER REAR LOAD FROM TRUCK SITE IN THE AMOUNT OF $103,485 – MR. CHARLES BENSON

PENDING

Mr. Benson explained that this purchase is to replace a 1995 rear-load sanitation truck. Staff found a used truck that will meet department requirements and they recommend the purchase.

Councilmember Bell made a motion to approve the purchase of a rear-load truck and Councilmember Bradshaw seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF THE PURCHASE OF 42 LAPTOP COMPUTERS FROM NETWIZE IN THE TOTAL AMOUNT OF $104,372 – CHIEF ED BIEHLER

Chief Biehler explained that as the Police Department has switched from E-Force to Motorola Flex software they now must change out their iPads for Android devices. They received recommendations from the IT Department and from Motorola and have found state contract pricing from Netwize for 42 new Dell mobile workstations. The purchase has already been approved in the current budget.

Councilmember Price-Huish asked what additional costs will come with this change. Chief Biehler said they will need to purchase a bigger tray for the laptops to sit on in the patrol cars. Staff will begin looking for those soon.

Councilmember Price-Huish made a motion to approve the purchase of 42 laptop computers and Councilmember Bahr seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

CONSIDER APPROVAL OF A TEMPORARY WORKSPACE AGREEMENT WITH KERN RIVER – MR. LLOYD CHENEY

Mr. Lloyd Cheney explained that Kern River operates a high-pressure gas pipe system in the foothills, and in order to maintain their federal compliance they need to do some testing and inspection work. Their pipeline crosses through Bountiful in places where there is very little access. Kern River has asked permission to utilize City property to do those tests. Kern River has provided site plans and photographs and has also offered to restore the site once they are finished with their testing. Kern River has notified property owners in the area of the testing which will take place in April, and staff feels confident they will make good on the agreement.

Councilmember Bradshaw expressed her concern about the impacts to the site and restoring it. She spoke about the visible scar that is still there from when the pipe went in the ground when she was young. Mr. Cheney said that one can never replicate what mother nature has created, but he feels Kern River has done a pretty good job.

Mr. Michael Stark from Kern River said they have a reclamation plan in place, and they always strive to be good neighbors. The terms of the agreement say Kern River will restore the land to its current state and return after one year in order to go over anything that needs attention and to do that work. He also explained that federal regulation prohibits them from vegetating over the pipeline, but that the Forest Service has given them a mix of native grasses that they can plant in the area in order to help restore it.

Councilmember Bradshaw said this is very important to her and she will be keeping a close eye on this project because this area will be highly visible for neighbors and for users of the North Canyon trailhead.

Councilmember Bell asked about the testing process, and Mr. Stark explained how they test the pipe.

Councilmember Price-Huish asked what kind of outreach and notifications they will do in the area. Mr. Stark answered that they have sent out notification letters to impacted members of the

PENDING

community. He added that his personal number will be on the posted signs and there will be representatives on site if people have questions. The construction window will be from April 3rd to July 15th, but Kern River does not believe they will be able to start until May due to weather conditions in the foothills.

Councilmember Bell asked if there is any biohazard risk to the neighbors. Mr. Stark said there is no biohazard risk.

Councilmember Bell made a motion to approve the temporary workspace agreement with Kern River and Councilmember Bahr seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

Councilmember Price-Huish asked if the trailhead will still be open during testing. Mr. Stark said they do not intend to close the trailhead; they will use the road as a staging area.

CONSIDER APPROVAL OF A CONTRACT WITH JMR CONSTRUCTION FOR CONCRETE REPLACEMENT AT THE UNIT PRICES NOTED IN THE BID TABULATION – MR. LLOYD CHENEY

Mr. Cheney explained that this contract is a very important annual contract, and that staff has high hopes for what can be accomplished during construction season. JMR has had this contract many times and staff is excited to work with them again. The contract is based on unit prices in the bid tabulation.

Councilmember Higginson made a motion to approve the contract with JMR Construction and Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

ADJOURN

Councilmember Bell made a motion to adjourn the meeting and Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bahr, Bell, Bradshaw, Higginson and Price-Huish voting "aye."

The regular session was adjourned at 8:59 pm.

_____

Mayor Kendalyn Harris

_____

City Recorder

PENDING

City Council Staff Report

Subject: Expenditures for Invoices > $1,000 paid February 20 & 27, 2023
Author: Tyson Beck, Finance Director
Department: Finance
Date: March 14, 2023

Background

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

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

Analysis

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

Department Review

This report was prepared and reviewed by the Finance Department.

Significant Impacts

None

Recommendation

Council should review the attached expenditures.

Attachments

Weekly report of expenses/expenditures for invoices equaling or exceeding $1,000, paid February 20 & 27, 2023

Expenditure Report for Invoices (limited to those outlined in staff report) >$1,000.00
Paid February 20, 2023

VENDOR	VENDOR NAME	DEPARTMENT	ACCOUNT		ACCOUNT DESC	AMOUNT	CHECK NO	INVOICE	DESCRIPTION
4806	CHEMTECH-FORD, INC	Water	515100	431000	Profess & Tech Services	5,520.00	232356	23B0442	Lab Fees
10341	CORE & MAIN LP	Water	515100	448400	Dist Systm Repair & Maint	19,268.81	232358	S302380	Pipe & Parts - Account # 035350
1845	D & L SUPPLY	Storm Water	494900	441250	Storm Drain Maintenance	5,796.00	232359	0000141751	Misc. Parts and Supplies- Customer ID UT-BOUNTIFUL
14260	DAINES, PETER	Legal	104120	431100	Legal And Auditing Fees	2,667.06	232360	02162023	Indigent Defense Appeal Fees
11008	GOODFELLOW CORP	Streets	104410	425000	Equip Supplies & Maint	1,282.62	232368	INV132339	Misc. Parts and Supplies -
5458	HANSEN, ALLEN & LUCE	Landfill	575700	431300	Environmental Monitoring	1,215.00	232373	48680	Project # 374.01.100 Ground Water Sampling
13320	HARRINGTON	Water	515100	448000	Operating Supplies	2,493.35	232374	020D6909	Pipe and Parts - Customer # 119118
2523	HONNEN EQUIPMENT COM	Streets	104410	425000	Equip Supplies & Maint	5,650.38	232377	1452356	Steering Knuckle Housing for Water Dept Backhoe
2886	LAKEVIEW ROCK PRODUC	Water	515100	461300	Street Opening Expense	1,208.90	232381	410825	Road Base - Customer # BCTY07399
2886	LAKEVIEW ROCK PRODUC	Water	515100	461300	Street Opening Expense	1,350.25	232381	410848	Road Base - Customer # BCTY07399
3195	MOUNTAINLAND SUPPLY	Water	515100	448400	Dist Systm Repair & Maint	1,065.76	232393	S105194013.001	Misc. Parts and Supplies - Customer # 18498
3195	MOUNTAINLAND SUPPLY	Water	515100	448400	Dist Systm Repair & Maint	1,794.29	232393	S105192131.001	Misc. Parts and Supplies - Customer # 18498
3195	MOUNTAINLAND SUPPLY	Water	515100	448400	Dist Systm Repair & Maint	2,618.18	232393	S105199207.001	Misc. Parts and Supplies
3271	NETWIZE	Computer Maintenance	616100	429300	Computer Hardware	4,254.00	232395	24005	27" Monitors Replacement Fund
9721	OVERHEAD DOOR CO OF	Landfill	575700	426000	Bldg & Grnd Suppl & Maint	1,154.68	232398	5310568761	Repairs to Doors - Acct # 1044128
10678	PRECISION TESTING	Streets	104410	426000	Bldg & Grnd Suppl & Maint	1,236.00	232401	19702	Fuel System Testing for Bountiful City
5553	PURCELL TIRE AND SER	Streets	104410	425000	Equip Supplies & Maint	5,545.52	232402	280035818	Tires and Service - Acct # 2801867
13120	RECYCLE IT	Landfill	575700	448000	Operating Supplies	2,805.00	232405	10072	187 Mattress Recycling for Bountiful City
3812	SAFETY SUPPLY & SIGN	Storm Water	494900	441250	Storm Drain Maintenance	2,600.00	232411	184139	Sand Bags -Customer ID 00330
3982	SOUTH DAVIS METRO FI	Fire	104220	431000	Profess & Tech Services	104,103.70	232413	02142023	Station Alert System
14357	SPAENY, ROGER	Liability Insurance	636300	451150	Liability Claims/Deductible	1,019.25	232415	02212023	Funds for Accident Repair - Sanitation
4171	THATCHER COMPANY	Water	515100	448000	Operating Supplies	3,269.60	232419	2023100107738	Fluoride - Acct # C1303
4229	TOM RANDALL DIST. CO	Streets	104410	425000	Equip Supplies & Maint	3,061.87	232421	0357382	Diesel Exhaust - Acct # 000275
4229	TOM RANDALL DIST. CO	Golf Course	555500	425000	Equip Supplies & Maint	1,879.95	232421	0357017	Fuel - Acct # 000276
5000	U.S. BANK CORPORATE	Legislative	104110	423000	Travel & Training	2,651.18	232422	02102023GH	Travel&TrainingExpense-Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Legislative	104110	423000	Travel & Training	3,250.00	232422	02102023SA	Employee Awards - Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Legislative	104110	461000	Miscellaneous Expense	1,255.17	232422	02102023SC	Food at Council Retreat-Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Legislative	104110	461000	Miscellaneous Expense	1,366.78	232422	02102023SA	Employee Awards - Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Legislative	104110	492090	CommunityEvents-Farmer'sMarket	1,080.00	232422	02102023BH	Parks&BuildingSupplies- Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Legal	104120	421000	Books Subscr & Mmbrshp	1,250.00	232422	02102023CD	Ph Case& Software - Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Legal	104120	423000	Travel & Training	2,016.00	232422	02102023GH	Travel&TrainingExpense-Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Executive	104130	423000	Travel & Training	2,002.59	232422	02102023GH	Travel&TrainingExpense-Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Streets	104410	425000	Equip Supplies & Maint	1,864.96	232422	02102023SR	Shop Supplies - Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Streets	104410	425000	Equip Supplies & Maint	3,417.69	232422	02102023JE	Misc.Shop Supplies - Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Streets	104410	448000	Operating Supplies	1,122.78	232422	02102023JE	Misc.Shop Supplies - Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Engineering	104450	421000	Books Subscr & Mmbrshp	1,000.00	232422	02102023LC	Travel&Training - Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Engineering	104450	423000	Travel & Training	1,208.86	232422	02102023LC	Travel&Training - Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Parks	104510	425000	Equip Supplies & Maint	1,168.77	232422	02102023BH	Parks&BuildingSupplies- Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Parks	104510	426000	Bldg & Grnd Suppl & Maint	2,649.98	232422	02102023BH	Parks&BuildingSupplies- Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Planning	104610	423000	Travel & Training	2,150.00	232422	02102023FA	Travel&TrainExpense-Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Water	515100	423000	Travel & Training	2,160.00	232422	02102023KC	Training,Misc Sup - Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Light & Power	535300	421000	Books Subscr & Mmbrshp	1,254.95	232422	02102023AJ	Travel&TrainExpense - Acct # 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Light & Power	535300	423000	Travel & Training	3,624.40	232422	02102023AJ	Travel&TrainExpense - Acct # 4246-0445-5571-8851
					TOTAL:	219,354.28			

Expenditure Report for Invoices (limited to those outlined in staff report) >$1,000.00
Paid February 27, 2023

VENDOR	VENDOR NAME	DEPARTMENT	ACCOUNT		ACCOUNT DESC	AMOUNT	CHECK NO	INVOICE	DESCRIPTION
7365	AM SIGNAL, LLC	Streets	104410	441300	Street Signs	2,064.00	232429	AM27148	School Flashers
1164	ANIXTER, INC.	Light & Power	535300	448639	Substation	1,065.00	232433	5560253-00	18K LED Fixture - Cust # 6000052
1211	ASPHALT MATERIALS IN	Streets	104410	441200	Road Matl Patch/ Class C	1,404.00	232436	1116838	Patching - Customer # 5628
1211	ASPHALT MATERIALS IN	Streets	104410	441200	Road Matl Patch/ Class C	1,413.00	232436	1116543	Patching - Customer # 5628
1211	ASPHALT MATERIALS IN	Streets	104410	441200	Road Matl Patch/ Class C	1,763.75	232436	1116837	Patching - Customer # 5628
1447	BP ENERGY COMPANY	Light & Power	53	213100	Accounts Payable	333,281.58	232441	21252499	Natural Gas - Contract # 23191
13441	CONVERGINT TECHNOLOG	Storm Water	494900	425000	Equip Supplies & Maint	2,629.09	232451	370SN00671	Bountiful City Pump House Camera- Cust # 1037149
9982	DIAMOND TREE EXPERTS	Light & Power	535300	448632	Distribution	11,376.80	232454	76380	Tree Trimming
9982	DIAMOND TREE EXPERTS	Light & Power	535300	448632	Distribution	12,060.00	232454	76381	Tree Trimming
14375	ELKINS, TODD	Liability Insurance	636300	451150	Liability Claims/Deductible	1,800.00	232456	02282023	Claim - from Street Damage
7212	ENTELLUS INC	Streets	454410	473600	New Road Construction	5,010.00	232458	55316	Project # 1190015: Eagle Ridge Dr. Extention
11702	ENVIRO-CLEAN GROUP	Storm Water	494900	425000	Equip Supplies & Maint	2,945.06	232459	23-59571	Wide Sweep Brooms & Wire Broom
2329	GORDON'S COPYPRINT	Legislative	104110	422000	Public Notices	1,409.00	232465	50039	8.5x11 Color 2 Sided 70lb Gloss Text Trifold
4501	HARRIS	Light & Power	535300	448613	Power Plant Operating Costs	4,530.62	232468	SRVCE000000018102	Snowmelt Controller - Customer # 10000570
2510	HOLLAND EQUIPMENT CO	Streets	104410	425000	Equip Supplies & Maint	2,380.00	232470	22961	Chain for Salt Spreader
2523	HONNEN EQUIPMENT COM	Streets	104410	425000	Equip Supplies & Maint	4,041.73	232473	1450351	Misc. Parts and Supplies - Acct # 104094
8756	IRBY ELECTRICAL DIST	Light & Power	535300	448632	Distribution	2,275.00	232475	S013404775.001	S & C Fuse / Photo Cells - Customer # 221694
2886	LAKEVIEW ROCK PRODUC	Water	515100	461300	Street Opening Expense	3,217.64	232479	410822	Road Base - Customer # BCTY07399
13969	LAUNCH CONSTRUCTION	Streets	454410	473100	Improv Other Than Bldgs	42,318.79	232481	2202-7	Progress Billing for Washington Park
3271	NETWIZE	Information Technology	104136	425000	Equip Supplies & Maint	15,325.20	232495	24030	FortiGate 201F Firewalls (2ea) to replace Cisco Eq
3633	RADWELL INTERNATIONA	Light & Power	535300	448627	Echo Hydro Operating Costs	1,566.29	232507	33387843	Hydro Control Equip - Customer # 256707
3633	RADWELL INTERNATIONA	Light & Power	535300	448628	Pineview Hydro Operating Costs	1,194.20	232507	33387843	Hydro Control Equip - Customer # 256707
3649	RASMUSSEN EQUIPMENT	Landfill	575700	474500	Machinery & Equipment	418,465.00	232508	10158187	Approved by CC: Hitachi Loader w/Clam Shell Bucket
14359	RAY'S AUTO BODY, INC	Liability Insurance	636300	451150	Liability Claims/Deductible	1,784.54	232509	02232023	Accident Repair for Bountiful City Power
4775	ROCKY MOUNTAIN VALVE	Water	515100	448400	Dist Systm Repair & Maint	1,262.00	232513	16119-21616	Air Vac for Bountiful City Water
3816	SAGE SOFTWARE. INC.	Light & Power	535300	431000	Profess & Tech Services	3,152.25	232514	A-S00068999-2023	Renewal of Annual Subscription # A-S00068999
3972	SOLAR TURBINES, INC.	Light & Power	535300	448614	Power Plant Equipment Repairs	7,731.04	232520	11545544120	Taurus Actuator - PO # 20232
4229	TOM RANDALL DIST. CO	Streets	104410	425000	Equip Supplies & Maint	31,190.17	232529	0357789	Fuel - Account # 000275
14004	TRUCK SITE	Sanitation	585800	474600	Vehicles	103,485.00	232531	4547	Approved by CC, Rear Loader Garbage Truck
4341	UTAH ASSOCIATED MUNI	Light & Power	53	213130	UAMPS Annualized Accrual	1,483,997.43	232534	02242023	Jan. 2023 payment for Power Resources
4450	VERIZON WIRELESS	Water	515100	428000	Telephone Expense	1,344.36	232537	9927329575	Account # 242434136-00001
13547	WESTERN ENGINEERING	Water	515100	448400	Dist Systm Repair & Maint	6,618.00	232540	AAAI11061	MagMeters - for Bountiful City Water
					TOTAL:	2,514,100.54			

City Council Staff Report

Subject: January 2023 Financial Reports
Author: Tyson Beck, Finance Director
Department: Finance
Date: March 14, 2023

Background

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

Analysis

Data within the reports and graphs presented provide detail of revenue, expense, and budget results for the associated period. Additional revenue and expense graphs are provided that give comparative data for FY2023 through January as compared to the past three fiscal year periods through that same timeframe.

The FY2023 budget portion of these reports is the originally adopted FY2023 budget approved by the City Council in June of 2022.

Department Review

These reports were prepared and reviewed by the Finance Department.

Significant Impacts

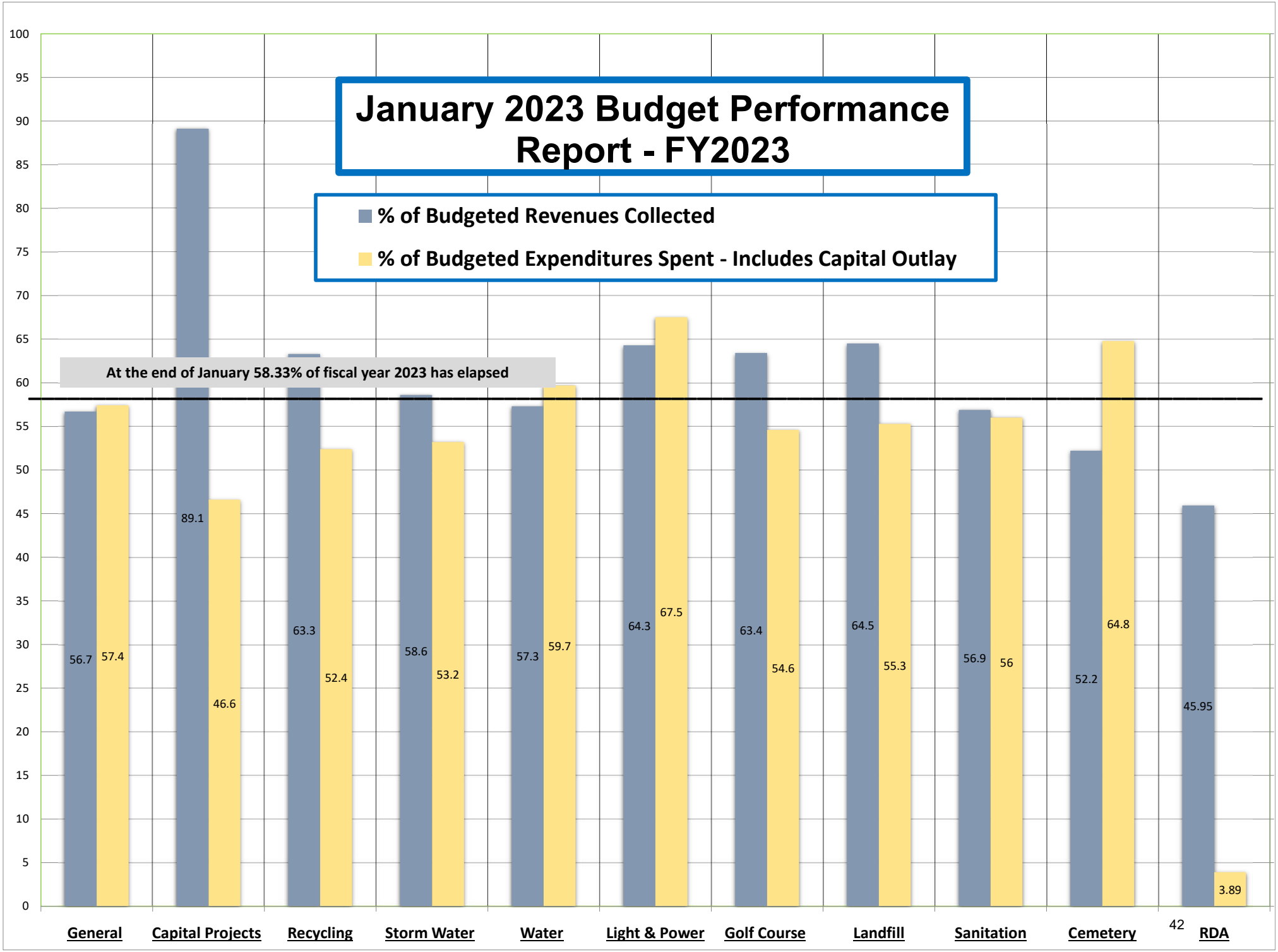
Financial information to aid in legislative and operational decision making.

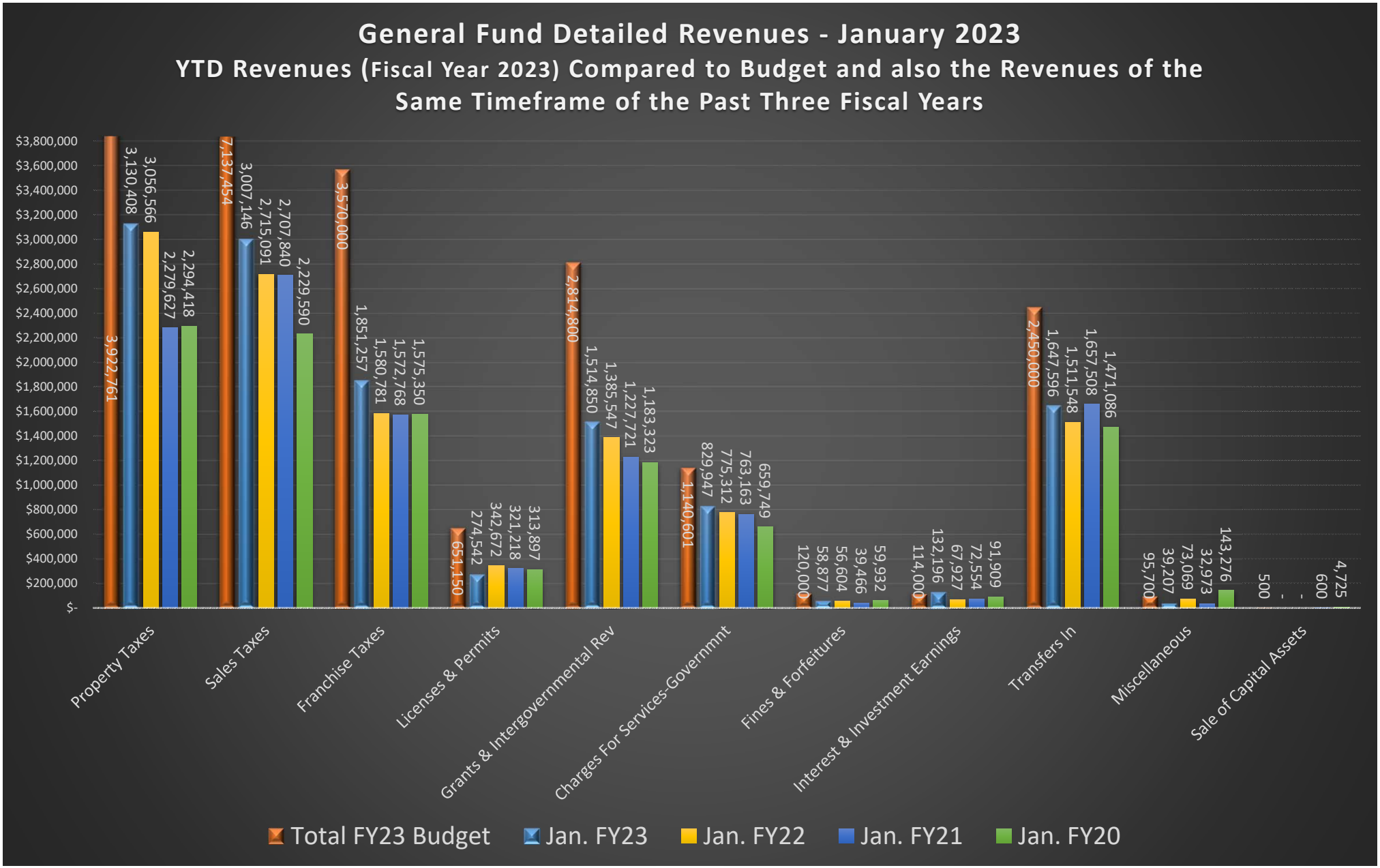
Recommendation

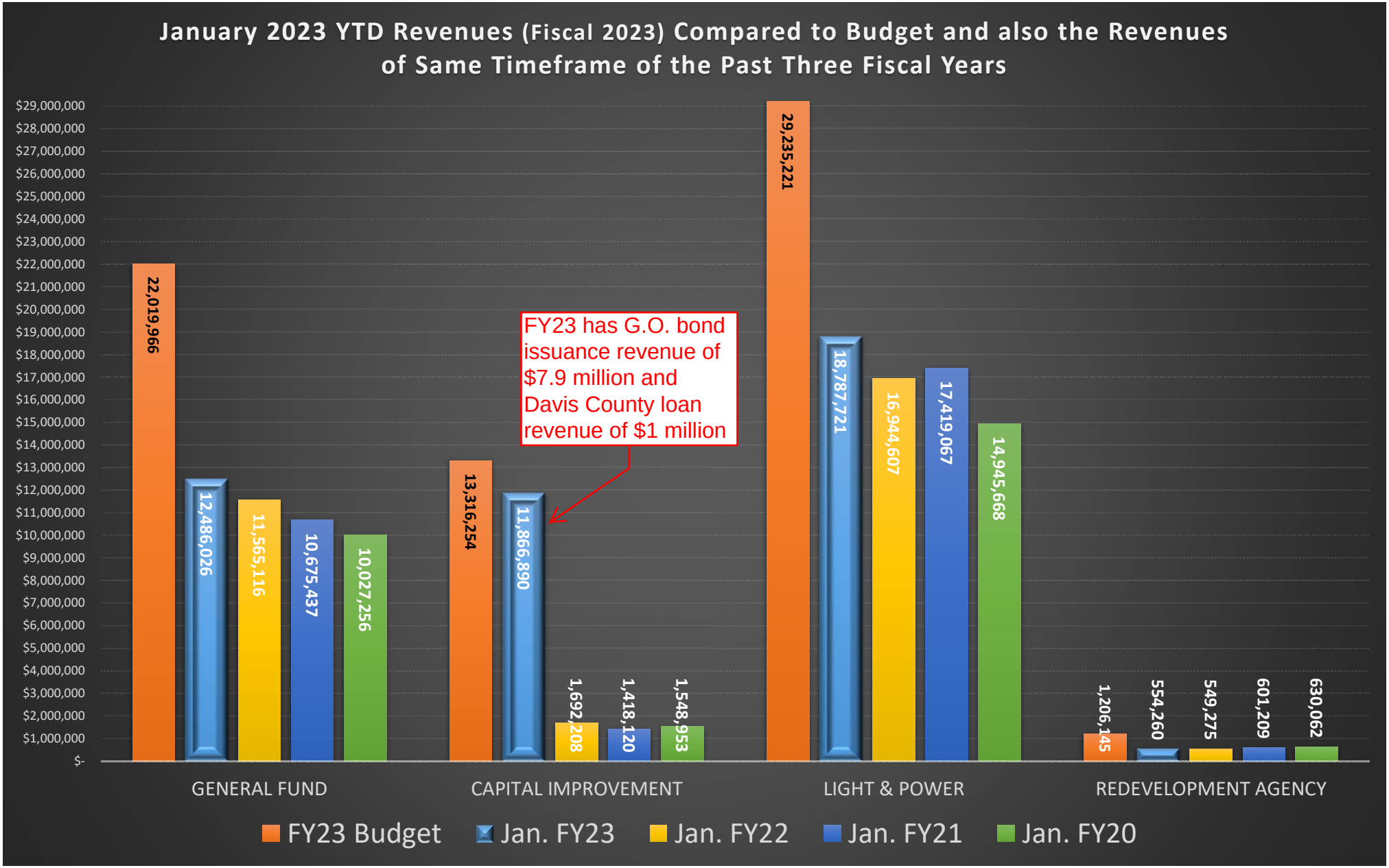
Council should review the attached revenue, expense, and budget reports.

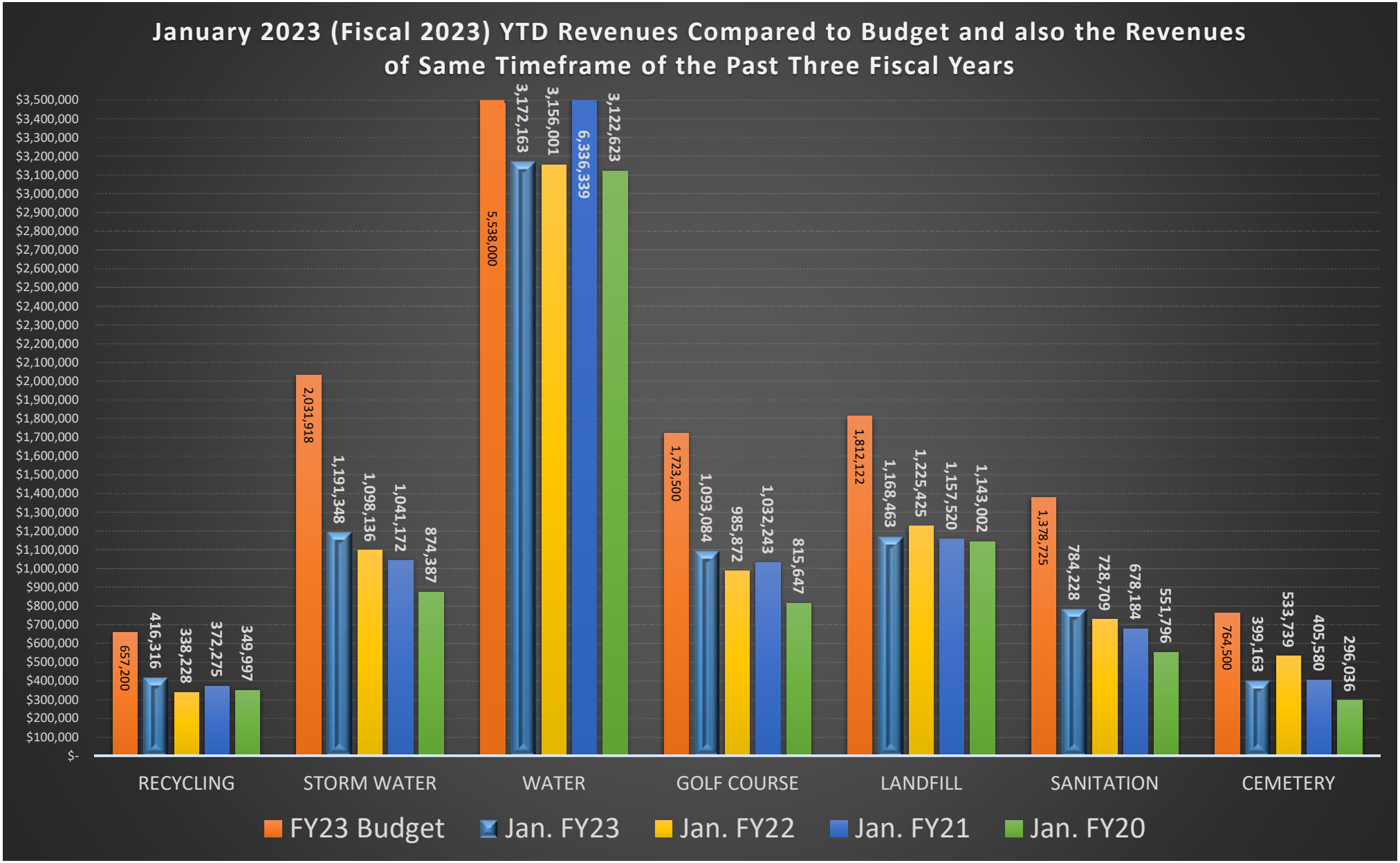
Attachments

- January 2023 Revenue & Expense Reports – Fiscal 2023 YTD


January 2023 Budget Performance Report - FY2023
% of Budgeted Revenues Collected
% of Budgeted Expenditures Spent - Includes Capital Outlay
At the end of January 58.33% of fiscal year 2023 has elapsed
100
95
90
85
80
75
70
65
60
55
50
45
40
35
30
25
20
15
10
5
0
56.7
57.4
89.1
46.6
63.3
52.4
58.6
53.2
57.3
59.7
64.3
67.5
63.4
54.6
64.5
55.3
56.9
56
52.2
64.8
45.95
3.89
General
Capital Projects
Recycling
Storm Water
Water
Light & Power
Golf Course
Landfill
Sanitation
Cemetery
RDA


General Fund Detailed Revenues - January 2023
YTD Revenues (Fiscal Year 2023) Compared to Budget and also the Revenues of the Same Timeframe of the Past Three Fiscal Years
$3,800,000
$3,600,000
$3,400,000
$3,200,000
$3,000,000
$2,800,000
$2,600,000
$2,400,000
$2,200,000
$2,000,000
$1,800,000
$1,600,000
$1,400,000
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$-
Property Taxes
3,922,761
3,130,408
3,056,566
2,279,627
2,294,418
Sales Taxes
7,137,454
3,007,146
2,715,091
2,707,840
2,229,590
Franchise Taxes
3,570,000
1,851,257
1,580,781
1,572,768
1,575,350
Licenses & Permits
651,150
274,542
342,672
321,218
313,897
Grants & Intergovernmental Rev
2,814,800
1,514,850
1,385,547
1,227,721
1,183,323
Charges For Services-Governmnt
1,140,601
829,947
775,312
763,163
659,749
Fines & Forfeitures
120,000
58,877
56,604
39,466
59,932
Interest & Investment Earnings
114,000
132,196
67,927
72,554
91,909
Transfers In
2,450,000
1,647,596
1,511,548
1,657,508
1,471,086
Miscellaneous
95,700
39,207
73,069
32,973
143,276
Sale of Capital Assets
500
-
-
600
4,725
Total FY23 Budget
Jan. FY23
Jan. FY22
Jan. FY21
Jan. FY20

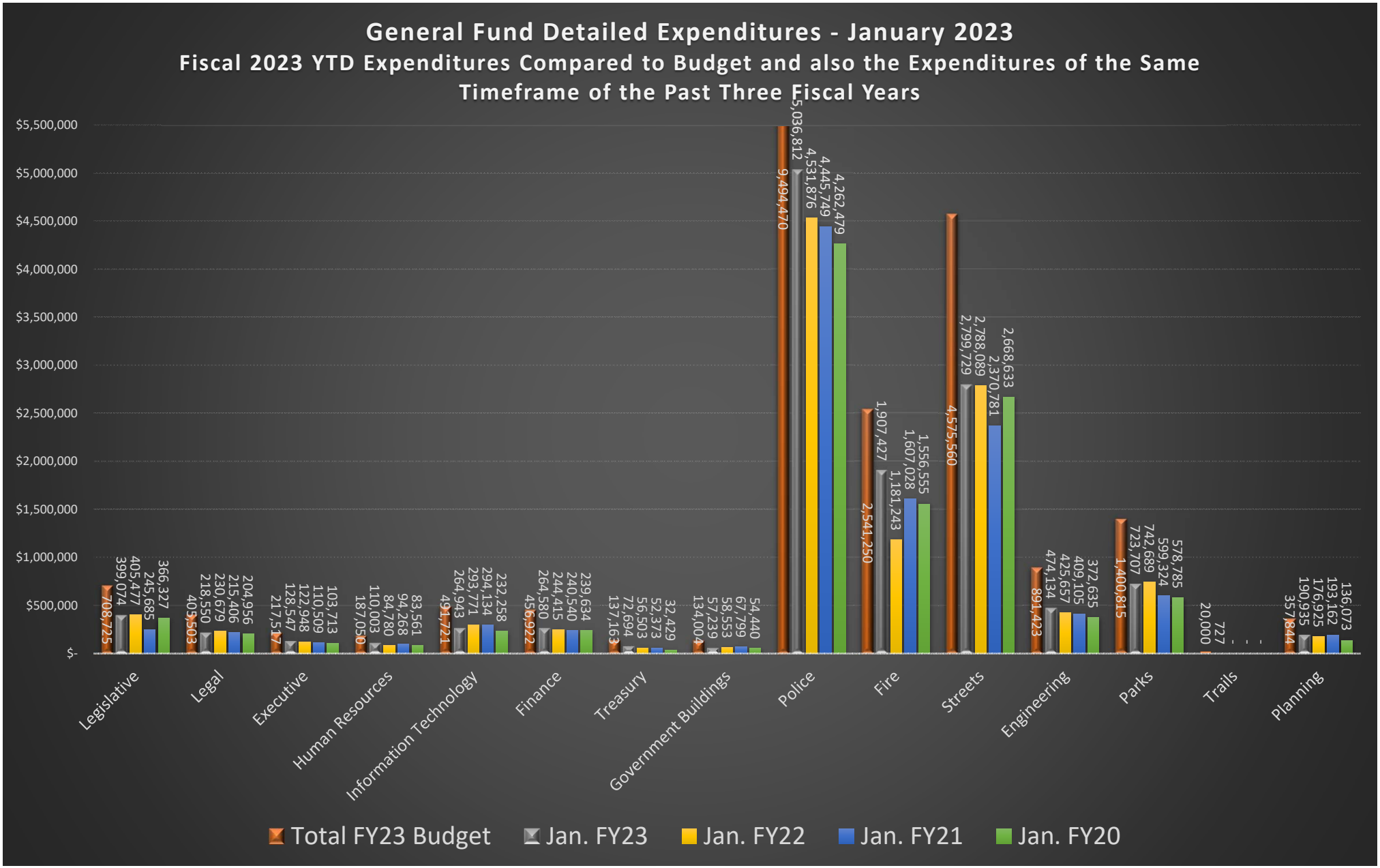

January 2023 YTD Revenues (Fiscal 2023) Compared to Budget and also the Revenues of Same Timeframe of the Past Three Fiscal Years
$29,000,000
$28,000,000
$27,000,000
$26,000,000
$25,000,000
$24,000,000
$23,000,000
$22,000,000
$21,000,000
$20,000,000
$19,000,000
$18,000,000
$17,000,000
$16,000,000
$15,000,000
$14,000,000
$13,000,000
$12,000,000
$11,000,000
$10,000,000
$9,000,000
$8,000,000
$7,000,000
$6,000,000
$5,000,000
$4,000,000
$3,000,000
$2,000,000
$1,000,000
$-
22,019,966
12,486,026
11,565,116
10,675,437
10,027,256
13,316,254
11,866,890
1,692,208
1,418,120
1,548,953
29,235,221
18,787,721
16,944,607
17,419,067
14,945,668
1,206,145
554,260
549,275
601,209
630,062
FY23 has G.O. bond issuance revenue of $7.9 million and Davis County loan revenue of $1 million
GENERAL FUND
CAPITAL IMPROVEMENT
LIGHT & POWER
REDEVELOPMENT AGENCY
FY23 Budget
Jan. FY23
Jan. FY22
Jan. FY21
Jan. FY20

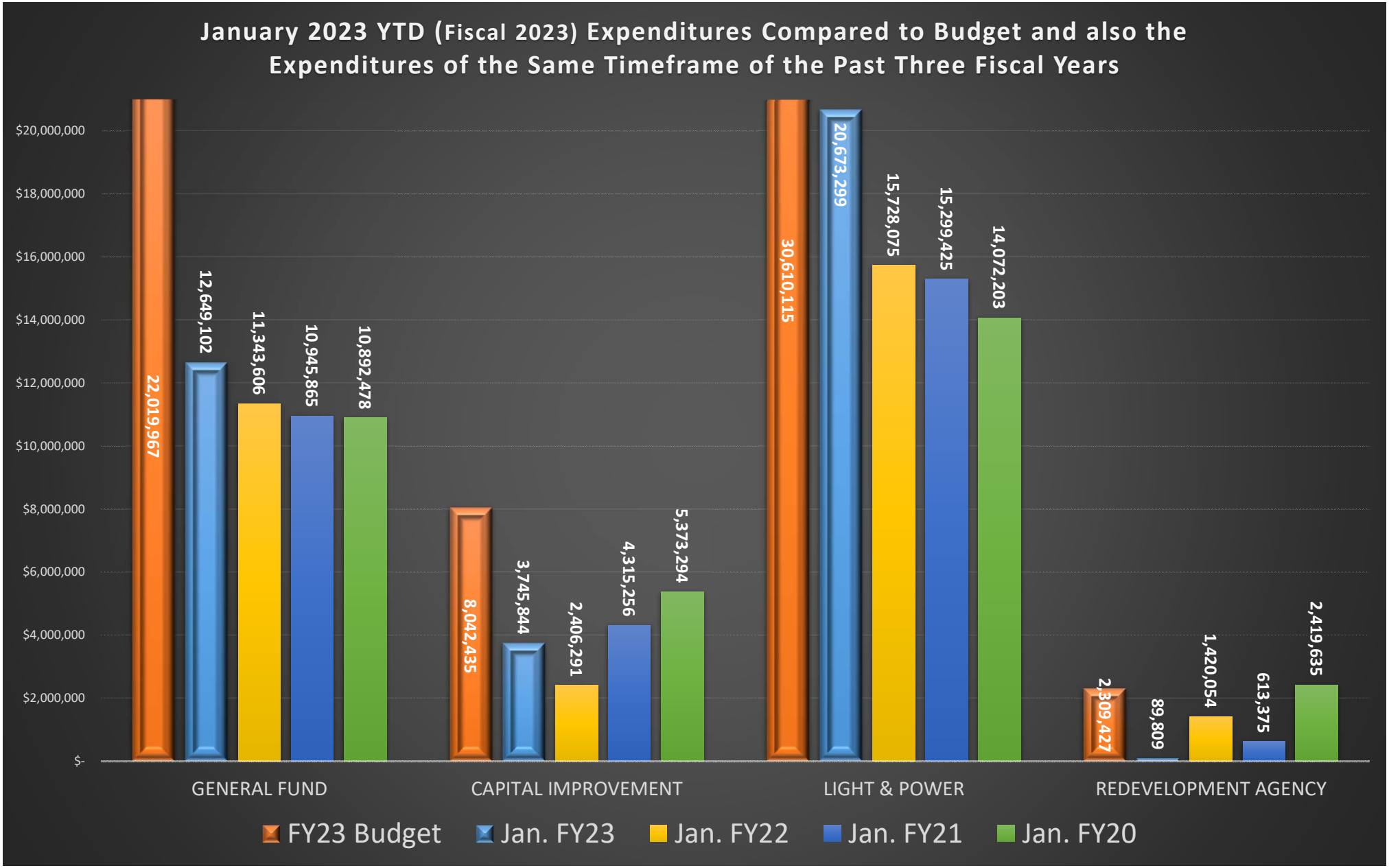

January 2023 (Fiscal 2023) YTD Revenues Compared to Budget and also the Revenues of Same Timeframe of the Past Three Fiscal Years
$3,500,000
$3,400,000
$3,300,000
$3,200,000
$3,100,000
$3,000,000
$2,900,000
$2,800,000
$2,700,000
$2,600,000
$2,500,000
$2,400,000
$2,300,000
$2,200,000
$2,100,000
$2,000,000
$1,900,000
$1,800,000
$1,700,000
$1,600,000
$1,500,000
$1,400,000
$1,300,000
$1,200,000
$1,100,000
$1,000,000
$900,000
$800,000
$700,000
$600,000
$500,000
$400,000
$300,000
$200,000
$100,000
$-
657,200
416,316
338,228
372,275
349,997
2,031,918
1,191,348
1,098,136
1,041,172
874,387
5,538,000
3,172,163
3,156,001
6,336,339
3,122,623
1,723,500
1,093,084
985,872
1,032,243
815,647
1,812,122
1,168,463
1,225,425
1,157,520
1,143,002
1,378,725
784,228
728,709
678,184
551,796
764,500
399,163
533,739
405,580
296,036
RECYCLING
STORM WATER
WATER
GOLF COURSE
LANDFILL
SANITATION
CEMETERY
FY23 Budget
Jan. FY23
Jan. FY22
Jan. FY21
Jan. FY20

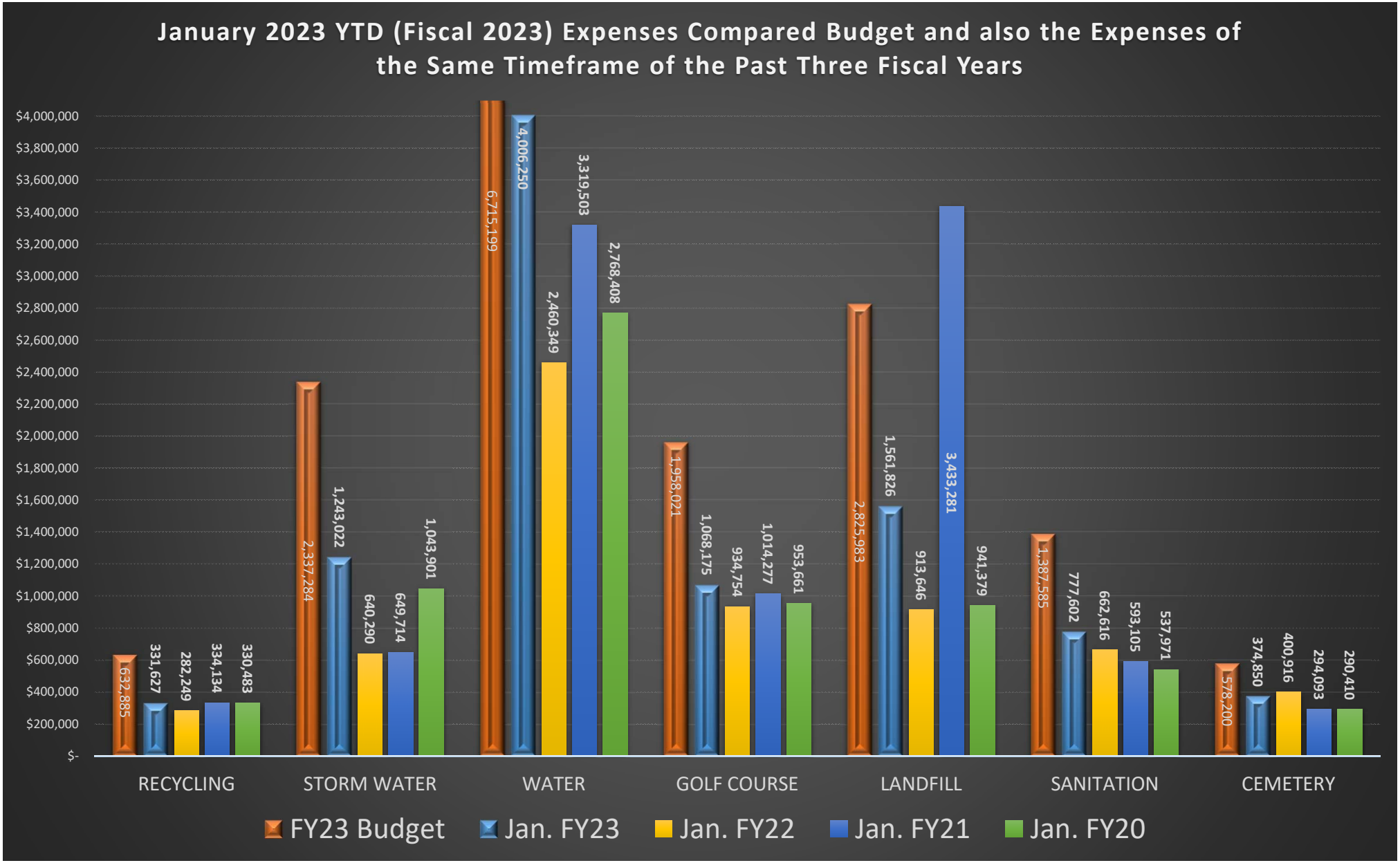
FOR 2023 07 JOURNAL DETAIL 2022 1 TO 2022 6

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND	-22,017,466	-22,019,966	-12,486,026.07	-2,346,864.03	.00	-9,533,939.93	56.7%
30 DEBT SERVICE	-679,904	-679,904	-499,950.92	-54,828.83	.00	-179,953.08	73.5%
45 CAPITAL IMPROVEMENT	-13,318,754	-13,316,254	-11,866,890.31	-1,302,396.57	.00	-1,449,363.69	89.1%
48 RECYCLING	-657,200	-657,200	-416,316.48	-49,122.56	.00	-240,883.52	63.3%
49 STORM WATER	-2,031,918	-2,031,918	-1,191,347.86	-182,461.87	.00	-840,570.14	58.6%
51 WATER	-5,538,000	-5,538,000	-3,172,162.85	-427,338.91	.00	-2,365,837.15	57.3%
53 LIGHT & POWER	-29,235,221	-29,235,221	-18,787,721.39	-2,551,907.99	.00	-10,447,499.61	64.3%
55 GOLF COURSE	-1,723,500	-1,723,500	-1,093,084.15	-9,160.74	.00	-630,415.85	63.4%
57 LANDFILL	-1,812,122	-1,812,122	-1,168,462.79	-133,391.81	.00	-643,659.21	64.5%
58 SANITATION	-1,378,725	-1,378,725	-784,227.85	-118,969.99	.00	-594,497.15	56.9%
59 CEMETERY	-764,500	-764,500	-399,163.13	-93,428.57	.00	-365,336.87	52.2%
61 COMPUTER MAINTENANCE	-74,611	-74,611	-49,379.36	-101.52	.00	-25,231.64	66.2%
63 LIABILITY INSURANCE	-488,307	-488,307	-605,278.21	-2,962.74	.00	116,971.21	124.0%
64 WORKERS' COMP INSURANCE	-176,377	-176,377	-191,272.47	-27,793.59	.00	14,895.47	108.4%
72 RDA REVOLVING LOAN FUND	-201,145	-201,145	-148,026.60	-14,885.78	.00	-53,118.40	73.6%
73 REDEVELOPMENT AGENCY	-1,005,000	-1,005,000	-406,233.27	-1,880.64	.00	-598,766.73	40.4%
74 CEMETERY PERPETUAL CARE	-122,000	-122,000	-66,709.66	-15,927.18	.00	-55,290.34	54.7%
78 LANDFILL CLOSURE	-4,800	-4,800	-15,665.61	-3,288.40	.00	10,865.61	326.4%
83 RAP TAX	-714,000	-714,000	-311,628.98	-67,266.82	.00	-402,371.02	43.6%
92 OPEB TRUST	0	0	-10,677.54	-3,131.22	.00	10,677.54	100.0%
99 INVESTMENT	0	0	683,674.89	-492,724.54	.00	-683,674.89	100.0%
GRAND TOTAL	-81,943,550	-81,943,550	-52,986,550.61	-7,899,834.30	.00	-28,956,999.39	64.7%

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


General Fund Detailed Expenditures - January 2023
Fiscal 2023 YTD Expenditures Compared to Budget and also the Expenditures of the Same Timeframe of the Past Three Fiscal Years
$5,500,000
$5,000,000
$4,500,000
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$-
Legislative
708,725
399,074
405,477
245,685
366,327
Legal
405,503
218,550
230,679
215,406
204,956
Executive
217,517
128,547
122,948
110,509
103,713
Human Resources
187,050
110,003
84,780
94,268
83,561
Information Technology
491,721
264,943
293,771
294,134
232,258
Finance
456,922
264,580
244,415
240,540
239,634
Treasury
137,163
72,694
56,503
52,373
32,429
Government Buildings
134,004
57,239
58,553
67,799
54,440
Police
9,494,470
5,036,812
4,531,876
4,445,749
4,262,479
Fire
2,541,250
1,907,427
1,181,243
1,607,028
1,556,555
Streets
4,575,560
2,799,729
2,788,089
2,370,781
2,668,633
Engineering
891,423
474,134
425,657
409,105
372,635
Parks
1,400,815
723,707
742,689
599,324
578,785
Trails
20,000
727
-
-
-
Planning
357,844
190,935
176,925
193,162
136,073
Total FY23 Budget
Jan. FY23
Jan. FY22
Jan. FY21
Jan. FY20


January 2023 YTD (Fiscal 2023) Expenditures Compared to Budget and also the Expenditures of the Same Timeframe of the Past Three Fiscal Years
$20,000,000
$18,000,000
$16,000,000
$14,000,000
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$-
22,019,967
12,649,102
11,343,606
10,945,865
10,892,478
8,042,435
3,745,844
2,406,291
4,315,256
5,373,294
30,610,115
20,673,299
15,728,075
15,299,425
14,072,203
2,309,427
89,809
1,420,054
613,375
2,419,635
GENERAL FUND
CAPITAL IMPROVEMENT
LIGHT & POWER
REDEVELOPMENT AGENCY
FY23 Budget
Jan. FY23
Jan. FY22
Jan. FY21
Jan. FY20


January 2023 YTD (Fiscal 2023) Expenses Compared Budget and also the Expenses of the Same Timeframe of the Past Three Fiscal Years
$4,000,000
$3,800,000
$3,600,000
$3,400,000
$3,200,000
$3,000,000
$2,800,000
$2,600,000
$2,400,000
$2,200,000
$2,000,000
$1,800,000
$1,600,000
$1,400,000
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$-
632,885
331,627
282,249
334,134
330,483
2,337,284
1,243,022
640,290
649,714
1,043,901
6,715,199
4,006,250
2,460,349
3,319,503
2,768,408
1,958,021
1,068,175
934,754
1,014,277
953,661
2,825,983
1,561,826
913,646
3,433,281
941,379
1,387,585
777,602
662,616
593,105
537,971
578,200
374,850
400,916
294,093
290,410
RECYCLING
STORM WATER
WATER
GOLF COURSE
LANDFILL
SANITATION
CEMETERY
FY23 Budget
Jan. FY23
Jan. FY22
Jan. FY21
Jan. FY20

FOR 2023 07 JOURNAL DETAIL 2022 1 TO 2022 6

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND							
4110 Legislative	708,725	708,725	399,074.07	88,021.01	.00	309,650.93	56.3%
4120 Legal	405,503	405,503	218,550.27	31,310.35	.00	186,952.73	53.9%
4130 Executive	217,517	217,517	128,547.46	14,659.37	.00	88,969.54	59.1%
4134 Human Resources	187,050	187,050	110,003.38	13,570.97	.00	77,046.62	58.8%
4136 Information Technology	491,721	491,721	264,942.58	32,876.23	.00	226,778.42	53.9%
4140 Finance	456,922	456,922	264,580.19	30,764.01	.00	192,341.81	57.9%
4143 Treasury	137,163	137,163	72,694.09	-3,108.24	.00	64,468.91	53.0%
4160 Government Buildings	134,004	134,004	57,238.84	7,386.77	.00	76,765.16	42.7%
4210 Police	7,330,272	7,330,272	4,001,879.27	556,685.68	.00	3,328,392.73	54.6%
4215 Reserve Officers	10,000	10,000	35.00	.00	.00	9,965.00	.4%
4216 Crossing Guards	155,710	155,710	72,353.86	10,067.20	.00	83,356.14	46.5%
4217 School Resource Officer	442,899	442,899	183,443.98	24,940.50	.00	259,455.02	41.4%
4218 Liquor Control	42,000	42,000	22,105.55	1,375.18	.00	19,894.45	52.6%
4219 PSAP - E911	1,513,589	1,513,589	756,994.66	104,818.13	.00	756,594.34	50.0%
4220 Fire	2,541,250	2,541,250	1,907,427.00	.00	.00	633,823.00	75.1%
4410 Streets	4,575,560	4,575,560	2,799,729.11	492,120.80	.00	1,775,830.89	61.2%
4450 Engineering	891,423	891,423	474,133.84	68,276.63	.00	417,289.16	53.2%
4510 Parks	1,400,815	1,400,815	723,706.79	69,569.92	.00	677,108.21	51.7%
4550 Trails	20,000	20,000	727.16	.00	.00	19,272.84	3.6%
4610 Planning	357,844	357,844	190,934.55	27,362.68	.00	166,909.45	53.4%
TOTAL GENERAL FUND	22,019,967	22,019,967	12,649,101.65	1,570,697.19	.00	9,370,865.35	57.4%
30 DEBT SERVICE							
4710 Debt Sevice	787,629	787,629	588,828.96	567,809.36	.00	198,800.04	74.8%
TOTAL DEBT SERVICE	787,629	787,629	588,828.96	567,809.36	.00	198,800.04	74.8%
45 CAPITAL IMPROVEMENT							
4110 Legislative	3,317,800	3,317,800	2,120,222.76	16,372.50	.00	1,197,577.24	63.9%
4140 Finance	19,000	19,000	14,882.33	2,193.46	.00	4,117.67	78.3%
4160 Government Buildings	10,500	10,500	8,700.00	.00	.00	1,800.00	82.9%
4210 Police	877,635	877,635	66,700.00	.00	.00	810,935.00	7.6%
4410 Streets	2,992,500	2,992,500	1,121,296.50	141,159.28	.00	1,871,203.50	37.5%

FOR 2023 07 JOURNAL DETAIL 2022 1 TO 2022 6

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4510 Parks	95,000	95,000	64,132.00	.00	.00	30,868.00	67.5%
4550 Trails	730,000	730,000	349,910.64	2,500.00	.00	380,089.36	47.9%
TOTAL CAPITAL IMPROVEMENT	8,042,435	8,042,435	3,745,844.23	162,225.24	.00	4,296,590.77	46.6%
48 RECYCLING							
4800 Recycling	632,885	632,885	331,627.17	39,056.51	.00	301,257.83	52.4%
TOTAL RECYCLING	632,885	632,885	331,627.17	39,056.51	.00	301,257.83	52.4%
49 STORM WATER							
4900 Storm Water	2,337,284	2,337,284	1,243,022.47	58,549.21	.00	1,094,261.53	53.2%
TOTAL STORM WATER	2,337,284	2,337,284	1,243,022.47	58,549.21	.00	1,094,261.53	53.2%
51 WATER							
5100 Water	6,715,199	6,715,199	4,006,249.97	324,960.44	.00	2,708,949.03	59.7%
TOTAL WATER	6,715,199	6,715,199	4,006,249.97	324,960.44	.00	2,708,949.03	59.7%
53 LIGHT & POWER							
5300 Light & Power	30,610,115	30,610,115	20,673,298.97	3,045,531.86	.00	9,936,816.03	67.5%
TOTAL LIGHT & POWER	30,610,115	30,610,115	20,673,298.97	3,045,531.86	.00	9,936,816.03	67.5%
55 GOLF COURSE							
5500 Golf Course	1,958,021	1,958,021	1,068,174.87	153,585.94	.00	889,846.13	54.6%
TOTAL GOLF COURSE	1,958,021	1,958,021	1,068,174.87	153,585.94	.00	889,846.13	54.6%
57 LANDFILL							

FOR 2023 07 JOURNAL DETAIL 2022 1 TO 2022 6

57 LANDFILL	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5700 Landfill	2,825,983	2,825,983	1,561,826.17	307,826.19	.00	1,264,156.83	55.3%
TOTAL LANDFILL	2,825,983	2,825,983	1,561,826.17	307,826.19	.00	1,264,156.83	55.3%
58 SANITATION							
5800 Sanitation	1,387,585	1,387,585	777,601.65	164,919.14	.00	609,983.35	56.0%
TOTAL SANITATION	1,387,585	1,387,585	777,601.65	164,919.14	.00	609,983.35	56.0%
59 CEMETERY							
5900 Cemetery	578,200	578,200	374,850.06	41,243.29	.00	203,349.94	64.8%
TOTAL CEMETERY	578,200	578,200	374,850.06	41,243.29	.00	203,349.94	64.8%
61 COMPUTER MAINTENANCE							
6100 Computer Maintenance	97,799	97,799	7,666.50	66.84	.00	90,132.50	7.8%
TOTAL COMPUTER MAINTENANCE	97,799	97,799	7,666.50	66.84	.00	90,132.50	7.8%
63 LIABILITY INSURANCE							
6300 Liability Insurance	696,701	696,701	709,809.04	11,320.66	.00	-13,108.04	101.9%
TOTAL LIABILITY INSURANCE	696,701	696,701	709,809.04	11,320.66	.00	-13,108.04	101.9%
64 WORKERS' COMP INSURANCE							
6400 Workers' Comp Insurance	325,110	325,110	212,715.67	13,557.01	.00	112,394.33	65.4%
TOTAL WORKERS' COMP INSURANCE	325,110	325,110	212,715.67	13,557.01	.00	112,394.33	65.4%
72 RDA REVOLVING LOAN FUND							

FOR 2023 07 JOURNAL DETAIL 2022 1 TO 2022 6

72 RDA REVOLVING LOAN FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
7200 RDA Revolving Loans	502,000	502,000	1,519.94	213.61	.00	500,480.06	.3%
TOTAL RDA REVOLVING LOAN FUND	502,000	502,000	1,519.94	213.61	.00	500,480.06	.3%
73 REDEVELOPMENT AGENCY							
7300 Redevelopment Agency	1,807,427	1,807,427	88,289.40	7,911.11	.00	1,719,137.60	4.9%
TOTAL REDEVELOPMENT AGENCY	1,807,427	1,807,427	88,289.40	7,911.11	.00	1,719,137.60	4.9%
74 CEMETERY PERPETUAL CARE							
7400 Cemetery Perpetual Care	1,740	1,740	1,044.10	140.46	.00	695.90	60.0%
TOTAL CEMETERY PERPETUAL CARE	1,740	1,740	1,044.10	140.46	.00	695.90	60.0%
83 RAP TAX							
8300 RAP Tax	1,303,739	1,303,739	932,491.26	875,120.88	.00	371,247.74	71.5%
TOTAL RAP TAX	1,303,739	1,303,739	932,491.26	875,120.88	.00	371,247.74	71.5%
92 OPEB TRUST							
9200 OPEB Trust	0	0	2,980.63	41.91	.00	-2,980.63	100.0%
TOTAL OPEB TRUST	0	0	2,980.63	41.91	.00	-2,980.63	100.0%
GRAND TOTAL	82,629,819	82,629,819	48,976,942.71	7,344,776.85	.00	33,652,876.29	59.3%

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

City Council Staff Report

Subject: Fiber Optic Project Bond Options
Author: Galen D. Rasmussen, Assistant City Manager
Department: Executive
Date: March 14, 2023

Background

On January 10, 2023, the Mayor and City Council directed staff to proceed with contract negotiations with UTOPIA Fiber for the design, construction, engineering, installation, and operation of a citywide fiber to the home project. The estimated project cost is $45,432,000. The project is expected to begin construction 6 months from final contract approval with project completion anticipated in 26 to 30 months. While the City recently received a draft of a contract for review from UTOPIA Fiber, the initial processes for funding mechanisms must begin well ahead of the project start to ensure timely and adequate availability resources of the project.

Bountiful City has an existing contract for Municipal Financial Advisory Services with the firm of Lewis Young Robertson & Burningham, Inc. (LYRB). LYRB provides the City with professional analysis and advice regarding the financial aspects of debt issuances. The principal representative for the City's contract with LYRB is Jason Burningham. Mr. Burningham is planning to make a presentation during Council Meeting to outline details of the debt financing options open to the City for the fiber optic project.

Analysis

Staff has met on at least two occasions recently with Jason Burningham of LYRB to review options for debt financing of the fiber optic project. The three options outlined by LYRB as available for consideration are:

- Option 1 (25-Year Subscriber-Based Revenue Bonds).
    - This option carries the highest interest rates and lowest debt rating (likely Non-Rated/High Yield). Current market rates hover in the 6.35% to 6.80% range. As stated by Mr. Burningham, past debt markets have held some limited demand for these types of subscriber-based revenue bonds. However, that market is nearly exhausted, and a successful bond issue may not be possible at all. Given these conditions, the viability of a revenue bond backed only by subscriber revenue is highly questionable.
- Option 2 (25-Year Subscriber-Based Revenue Bonds with Sales Tax revenue guarantee).
    - This hybrid debt option is deemed somewhat more viable in the current debt markets and would likely carry a lower rate of interest at issuance than a subscriber-based backing only (4.05% to 4.25%). This debt issue would still be presented in the market as a revenue bond with payment earmarked from subscriber revenues but with a stated guarantee/backing of the City's Sales Tax revenues if subscriber revenues are not sufficient to meet debt service needs. The bond rating for this type of issue would likely be AA.

- Option 3 (25-Year Sales Tax Revenue Bonds).
    - This option, which is preferred by the debt markets and used predominantly by UTOPIA in their projects, is a bond backed by Sales Tax Revenues only. The debt would carry the lowest interest rate (between 3.8% and 4.0% under current market conditions) and would receive the highest bond rating of all three options (AAA). While this debt issue would be marketed as being paid via Sales Tax rather than subscriber revenues, the structure for repayments in the bond covenants could be identified as being paid by subscriber revenues first and sales tax only if necessary to meet debt service requirements.

Department Reviews

This staff report has been reviewed by the City Manager, Finance Director, and Information Technology Director.

Significant Impacts

The type of bond issued may impact the viability of the fiber project since the market likely will not support a pure subscriber-based revenue bond without sales tax backing. Additionally, the timing of funding availability will impact the construction timeline.

Recommendation

Staff recommends that following the presentation by Staff and LYRB, the City Council provide direction on type of bonding for the project and a desired timeline for bond issuance.

City Council Staff Report

Subject: Election Services and Contract with Davis County
Author: Shawna Andrus, City Recorder
Department: Executive/Legislative
Date: March 14, 2021

Background

In 2021 Bountiful City contracted with the Davis County Clerk/Auditor's office for its election services, and both a primary and general election were conducted. The total amount budgeted for the two elections was $85,000, and the actual costs were approximately $75,000. Costs were roughly proportional to what had been spent in previous years.

This Staff Report explains similar proposed 2023 election services and recommends that we contract with the County again. A tentative contract with Davis County, a resolution for this purpose, and cost estimates are attached for your consideration and potential approval.

Analysis

County voters have been able to vote by mail for the last nine years, with increased turnout each year. Bountiful City has not run its own election since 2007, and City staff involved in that election are no longer employed by the City. The approximate costs for the elections are $41,000 ($82,000 if there is a primary). This is actually a little lower than the 2021 costs due to a lower number of registered voters in Bountiful.

Since some of the expenses are shared by the 15 Davis County cities and the districts that have elections in the County and the estimates are based on all 15 cities contracting with the County, the actual costs could change, due to how many cities have primaries, whether or not a district has an election and other variables.

Please note that there will be other election expenses the City will incur that will not be covered by contract with the County (some printing services, newspaper notices, and a few supplies) likely totaling around $3,000. This will be included in our annual budget for elections, but not in the contract approval.

Significant Impacts

This contract is anticipated to have a budget impact of up to $85,000 on the 2023-24 Legislative Department budget. Legal impact would be a contractual commitment to pay the County for services performed.

Recommendation

We recommend the City Council approve Resolution 2021-04 establishing a contract between Bountiful City and the Davis County Clerk/Auditor's office for 2023 election functions.

Department Review

This proposal has been reviewed and approved by the City Recorder, City Attorney and City Manager.

Attachments

1-Contract with Davis County Clerk/Auditors Office
2-Election Cost Schedule for Davis County Clerk/Auditor by mail election services
3-Resolution 2023-04

INTERLOCAL COOPERATION AGREEMENT
FOR MUNICIPAL ELECTION SERVICES

This Interlocal Cooperation Agreement for Municipal Election Services is made and entered into by and between DAVIS COUNTY, a body corporate and politic of the state of Utah, hereinafter referred to as "County," and Bountiful City, a municipal corporation of the state of Utah, hereinafter referred to as "City." County and City may be referred to collectively as the "Parties" herein or individually as a "Party" herein.

WITNESSETH:

WHEREAS, pursuant to Sections 20A-1-201.5 and 20A-1-202, *Utah Code Ann.* (1953) as amended, City is authorized and required to hold municipal elections in each odd-numbered year;

WHEREAS, County has equipment and resources needed to carry out an election and is willing to make available the resources and equipment to assist City in holding its municipal primary and general elections in 2023 upon the following terms and conditions; and

WHEREAS, the Parties are authorized by the *Utah Interlocal Cooperation Act* as set forth in Title 11, Chapter 13 (the "Act"), and Section 20A-5-400.1 of the *Utah Code Ann.* (1953) as amended, to enter into this Agreement.

NOW, based upon the foregoing and in consideration of the mutual terms and conditions set forth hereafter, the Parties hereto agree as follows:

1. <u>County's Obligations.</u> County agrees to provide to City, if needed for the primary election in August 2023, and if needed for the general election in November 2023, the following:

    1.1. Test, program, assemble and make available to City voting machines and poll supplies;
    1.2. Provide for delivery and retrieval of voting equipment;
    1.3. Polling location management, which includes, but is not necessarily limited to making arrangements for use, ADA compliance survey and contact information;
    1.4. Absentee and By-Mail ballot processing, which includes mailing, receiving, signature verification and tabulation;
    1.5. Provide electronic ballot files for Optical Scan Ballots printing;
    1.6. Provide Information System assistance, which includes, but is not necessarily limited to, election programming, tabulation, programmers and technicians;
    1.7. Canvass reports;
    1.8. Electronic tabulation results transmitted to the Office of the Lieutenant Governor;
    1.9. Provide personnel and technical assistance throughout the election process and equipment and/or supplies required specifically for voting;
    1.10. Recruit poll workers; provide training, scheduling, supplies and compensation;
    1.11. Publish legal notices, which include, polling locations, sample ballots public demonstration and election results;
    1.12. Provide preparation and personnel for the public demonstration of the tabulation equipment;
    1.13. If required, in cooperation with the City, conduct an election audit; and
    1.14. Store all election returns for the required twenty-two (22) months.

2. City's Obligations. City agrees to do the following:

   2.1. Provide the Recorder or other designated officer to act as the election officer and assume all duties and responsibilities outlined by applicable law;
   2.2. Enter into a polling location Hold Harmless Agreement, if needed;
   2.3. Perform Declaration of Candidacy filing;
   2.4. Provide County with ballot information, which includes, but is not necessarily limited to, races, candidates and ballot issues;
   2.5. Approve the election plan, which includes, but is not necessarily limited to, accuracy of polling location and precinct assignments, voter turnout percentages, paper ballot quantities, voting machine quantities and poll worker assignments;
   2.6. Review and approve the accuracy of the printed and audio of ballot formats;
   2.7. Arrange and conduct election canvass;
   2.8. Prepare candidate certificates;
   2.9. Perform all other election related duties and responsibilities not outlined in this Agreement but required by applicable law; and
   2.10. Pay County repair or replacement costs for damaged voting equipment, which occurs at the polling locations, beyond the normal wear and tear.

3. Compliance with Utah Law. The Parties each agree to conduct the election according to the statutes, rules, Executive Orders, and Policies of the Lieutenant Governor as the Chief Elections Officer of the State of Utah.

4. Compensation. City agrees to pay County the costs for providing the election equipment, services and supplies in accordance with the election costs schedule, attached hereto, incorporated herein, and made a part hereof as Exhibit "A." The payment by City to County under this Agreement shall be made within thirty (30) days of City receiving an invoice prepared by County relating to this Agreement. If this Agreement is terminated early by either Party, pursuant to the provisions of Section 7 below, City shall pay County for all services rendered by County under this Agreement prior to the date that this Agreement is terminated.

5. Effective Date. The Effective Date of this Agreement shall be on the earliest date after this Agreement satisfies the requirements of the Act (the "Effective Date").

6. Term of Agreement. This Agreement shall continue in effect until 30 days after the 2023 elections or upon invoicing, whichever occurs later, unless extended or terminated earlier by the Parties.

7. Termination. This Agreement may be terminated by any of the following actions:

   7.1. The mutual written agreement of the Parties;
   7.2. By either Party upon written notice after any material breach of this Agreement;
   7.3. By either Party, without cause, 30 days after the terminating Party mails a written notice to terminate this Agreement to the other Party; or
   7.4. As otherwise set forth in this Agreement or as permitted by law, ordinance, rule, regulation, or otherwise.

8. Indemnification. Each Party agrees to indemnify the other Party, its officers, agents, representatives, officials, employees, and volunteers for and from any liability, costs, or expenses arising from any action, causes of action, claims for relief, demands, damages, expenses, costs, fees, or compensation that arise out of this Agreement, or relate to this Agreement and/or the acts or omissions of the indemnifying Party and/or the Party's representatives, agents, contractors, officers, officials, members, employees, volunteers, and/or any person or persons under the supervision, direction, or control of the Party (collectively, the "Party Representatives") are known. No term or condition of this Agreement shall limit or waive any liability that the Parties may have arising from, in connection with, or relating to this Agreement and/or the Parties Representatives' acts or omissions. It is expressly understood and agreed that the terms, provisions, and promises of this Section shall survive the termination of this Agreement.

9. Governmental Immunity Act. The County and City are governmental entities under Title 63G, Chapter 7, et seq., the Governmental Immunity Act of Utah (the "Governmental Immunity Act"). Consistent with the terms of the Governmental Immunity Act, each Party shall be responsible for its own wrongful or negligent acts which are committed by its agents, officials, representatives, or employees. Neither Party waives any defense otherwise available under the Governmental Immunity Act nor does either Party waive any limit of liability currently provided by the governmental Immunity Act. Each Party agrees to notify the other of the receipt of any notice of claim under the Governmental Immunity Act for which one Party may have an obligation to defend, indemnify, and hold harmless the other Party within thirty (30) days of receiving the notice of claim. The Parties also agree to notify each other of any summons and/or complaint served upon the said Party, if the other Party may have an obligation to defend, indemnify, and hold harmless the first Party, at least fourteen (14) days before an answer or other response to the summons and/or complaint may be due.

10. No Separate Legal Entity. No separate legal entity is created by this Agreement.

11. Attorney Review. This Agreement shall be submitted to the authorized attorney for each Party for review and approval as to form in accordance with applicable provisions of Section 11-13-202.5, *Utah Code Ann.* (1953) as amended. A duly executed original and/or counterpart of this Agreement shall be filed with the keeper of records of each Party in accordance with Section 11-13-209, *Utah Code Ann.* (1953) as amended.

12. Independent Parties. Each Party acknowledges, understands, and agrees that its Party Representatives are not in any manner or degree employees of the other Party and shall have no right to and shall not be provided with any benefits from the other Party. County employees, while providing or performing services under or in connection with this Agreement, shall be deemed employees of County for all purposes, including, but not limited to, workers compensation, withholding, salary, insurance, and benefits. City employees, while providing or performing services under or in connection with this Agreement, shall be deemed employees of City for all purposes, including, but not limited to, workers compensation, withholding, salary, insurance, and benefits.

13. Waiver. No waiver of satisfaction of a condition or nonperformance of an obligation under this Agreement will be effective unless it is writing and signed by the Party granting the waiver.

14. Entire Agreement. This Agreement contains the entire agreement between the Parties with respect to the subject matter in this Agreement. Unless otherwise set forth in this Agreement, this Agreement supersedes all other agreements, whether written or oral, between the Parties with respect to the subject matter in this agreement. No amendment to this Agreement will be effective unless it is in writing and signed by both Parties.

15. Force Majeure. In the event that either Party shall be delayed or hindered in or prevented from the performance of any act required under this Agreement by reason of acts of God, acts of the United States Government, the State of Utah Government, fires, floods, strikes, lock-outs, labor troubles, inability to procure materials, failure of power, inclement weather, restrictive governmental laws, ordinances, rules, regulations or otherwise, delays in or refusals to issue necessary governmental permits or licenses, riots, insurrection, wars, or other reasons of a like nature not the fault of the Party delayed in performing work or doing acts required under the terms of this Agreement, then performance of such act(s) shall be excused for the period of the delay and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay, without any liability to the delayed Party.

16. Assignment Restricted. This Agreement may not be assigned without prior written consent of both of the Parties.

17. Utah Law. This Agreement shall be interpreted and enforced according to the laws of the State of Utah.

18. Severability. If any part or provision of this Agreement is found to be invalid, prohibited, or unenforceable in any jurisdiction, such part or provision of this Agreement shall, as to such jurisdiction only, be inoperative, null and void to the extent of such invalidity, prohibition, or unenforceability without invalidating the remaining parts or provisions hereof, and any such invalidity, prohibition, or unenforceability in any jurisdiction shall not invalidate or render inoperative, null or void such part or provision in any other jurisdiction. Those parts or provisions of this Agreement, which are not invalid, prohibited, or unenforceable, shall remain in full force and effect.

19. Rights and Remedies Cumulative. The rights and remedies of the Parties under this Agreement shall be construed cumulatively, and none of the rights and/or remedies under this Agreement shall be exclusive of, or in lieu or limitation of, any other right, remedy or priority allowed by law, unless specifically set forth herein.

20. No Third-Party Beneficiaries. This Agreement is entered into by the Parties for the exclusive benefit of the Parties. Except and only to the extent authorized by a Party in writing or provided by applicable statute, no creditor or third party shall have any rights under this Agreement.

21. Authorization. The persons executing this Agreement on behalf of a Party hereby represent and warrant that they are duly authorized and empowered to execute the same, that they have carefully read this Agreement, and that this Agreement represents a binding and enforceable obligation of such Party.

22. Time of Essence. Time is of the essence of all provisions of this Agreement.

23. Conflict of Terms. In the event of any conflict between the terms of this Agreement and any documents referenced in this Agreement or incorporated into this Agreement by reference, including exhibits or attachments to this Agreement, this Agreement shall control.

24. Counterparts; Electronically Transmitted Signatures. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered, shall be deemed an original, and all such counterparts taken together shall constitute one and the same Agreement. Digital signatures shall have the same force and effect as original signatures.

WHEREFORE, the Parties have signed this Agreement on the dates set forth below.

DAVIS COUNTY

_____
Lorene Miner Kamalu, Chair,
Board of Davis County Commissioners
Date:_____

ATTEST:

_____
Brian McKenzie
Davis County Clerk

The undersigned and authorized attorney of Davis County has reviewed and approved this Agreement as to proper form and compliance with applicable law.

_____
Neal Geddes
Davis County Deputy Attorney

CITY of BOUNTIFUL

_____
Kendalyn Harris, Mayor
Date:_____

ATTEST:

_____
Shawna Andrus, City Recorder

The undersigned and authorized attorney of Bountiful City has reviewed and approved this Agreement as to proper form and compliance with applicable law.

_____
Clinton R. Drake, City Attorney

EXHIBIT A

(Election Costs Schedule)

Exhibit A - Election Cost Schedule
2023

Poll Worker Compensation	COST	Notes
Poll Manager (PM)	$180.00	
Training Course(s)	$50.00	
Assistant Poll Manager	$180.00	
Training Course(s)	$50.00	
Receiving Clerk	$155.00	
Training Course(s)	$35.00	
Ballot Clerk	$155.00	
Training Course(s)	$35.00	
Host	$145.00	
Training Course(s)	$25.00	
Alternate Poll Workers	$335.00	Shared equally with all cities/districts
Mileage Reimbursement for Poll Manager	.25 per mile	

Poll Worker Recruitment and Training		
Poll Worker Recruitment and Processing	$10.00	
Training Creation and Preparation (Includes equipment and preparation)	$1,000.00	Shared with all cities/districts
Poll Worker Handbook and Supplies (each poll worker)	$5.00	This includes the cost of printing and mailing
Poll Worker Training (per person)	$20.00	
Personal Protective Equipment and Supplies	$0.00	Shared with all cities/districts

Equipment		
Express Vote	$75.00	
Testing Pre and Post election		
Security Seals		
Express Vote Ballot Stock		
Memory Media Programming	$15.00	
DS200	$75.00	
Testing Pre and Post election		
Security Seals		
Report Paper Roll		
Memory Media Programming	$15.00	
Voting Booth Rental (each)	$5.00	
Vote Here Signs (4 per location)	$5.00	
WIFI Connection	$80.00	
Receiving Clerk Electronic Poll Book	$75.00	
Ballot Printing Station	$75.00	

Consumable Supplies		
Ballot Stock (BOD) per sheet	$0.20	
Polling Location Supplies (per location)	$40.00	(Forms, envelopes, instructions, signs, stickers, pens, etc.)
Rover Kits (each, usually need 5-7)	$25.00	Shared equally by all cities/districts

Administrative Services		
Election Programming Per City/District	$200.00	City/District Setup, Ballot Layout/Programming and Audio
Election Notices (optional - at actual cost)	$0.00	Shared equally by all cities/districts
Public L&A Demonstration (testing, programming & demonstration)	$300.00	Shared equally by all cities/districts
Early Voting Administration	$500.00	Shared equally by all cities/districts
County Rovers Compensation (training & election day - usually need 5-7)	$500.00	Shared equally by all cities/districts
Election Night Clerk Staff Support	$2,000.00	Shared equally by all cities/districts
Election Night Security	$200.00	Shared equally by all cities/districts
Rovers Training Class	$200.00	Shared equally by all cities/districts
Election Day Help Desk Staff	$450.00	Shared equally by all cities/districts
Pre-Canvas Ballot Issues Audit, if needed	$250.00	
Canvas Preparation Per City/District	$75.00	
Equipment Delivery (per location)	$75.00	
Equipment Pickup (per location)	$75.00	
Web Support	$200.00	Shared equally by all cities/districts
Provisional Verification (per provisional ballot)	$0.80	
Election Administration Support	$200.00	
Clerk Staff (per-hour for any additional services)	$25.00	

By-Mail Supplies and Services		
Supplies		
By-Mail Outer Envelopes	$0.11	
By-Mail Inner Return Envelopes	$0.11	
By-Mail Ballots	$0.32	
Test Deck Paper Ballots (actual cost may vary)	$1,000.00	Shared by all cities based upon number of precincts
Printed Inserts for ID requirements	$16.53	Shared equally by all cities/districts
Services		
Election Art/Set-up Production By Runbeck	$3,000.00	Shared equally by all cities/districts
Database Setup By Runbeck	$3,000.00	Shared equally by all cities/districts
Ballot Preparation Assembly into Envelopes (each sent out) By Runbeck	$0.25	
Signature Verification and Tabulation (each returned) By County	$0.40	
Postage		
Postage Outbound	$0.12	Actual Postage
In-Bound - includes postage and drop box pickup	$0.68	
Returned Undeliverable - includes postage and processing	$0.75	

BOUNTIFUL

MAYOR
Kendalyn Harris

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

CITY MANAGER
Gary R. Hill

Bountiful City
Resolution No. 2023-04

A RESOLUTION APPROVING AN INTERLOCAL COOPERATION AGREEMENT BETWEEN DAVIS COUNTY AND BOUNTIFUL CITY TO JOINTLY CONDUCT THE 2023 BOUNTIFUL MUNICIPAL ELECTION.

It is the finding of the Bountiful City Council that

1. Utah Code § 11-13-101 *et seq.* authorizes public agencies and political subdivisions of the State of Utah to enter into mutually advantageous agreements for cooperative projects; and

2. Davis County and various cities of Davis County, including Bountiful, desire to enter into individual cooperative agreements wherein the County will provide certain election services for the City in the 2023 Municipal Election; and

3. It is in the best interest of the City to enter into this Interlocal Agreement in order to discharge its duty to conduct an election and to provide for the efficient use of funds and resources; and

4. This Agreement has an effective date when signed by the parties; it does not create an interlocal entity; and this Agreement has been reviewed and approved by the Bountiful City Attorney as required by State law.

Now, therefore, it is hereby resolved by the City Council of Bountiful, Utah, as follows:

Section 1. Agreement Approved. The Bountiful City Council hereby accepts and approves the attached Interlocal Cooperation Agreement between Bountiful City and Davis County to jointly conduct the 2023 Bountiful municipal election.

Section 2. Mayor Authorized to Execute. The Mayor of Bountiful City is authorized to sign and execute the attached Interlocal Cooperation Agreement for and in behalf of the City.

Section 3. Implementation. The City Manager, City Recorder and other City officials are authorized to perform all acts they deem necessary and appropriate to implement the Agreement.

Section 4. **Severability Clause.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 5. **Effective Date.** This Resolution shall become effective immediately upon its passage.

Adopted this 14th day of March, 2023

_____
Mayor Kendalyn Harris

ATTEST:

_____
City Recorder Shawna Andrus