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Minutes of the
BOUNTIFUL CITY COUNCIL

November 21, 2017 – 3:30 p.m.

13 Present: Mayor Randy Lewis
14 Councilmembers Kendalyn Harris, Richard Higginson, Beth Holbrook,
15 John Marc Knight-telephone, and John Pitt
16 City Manager Gary Hill
17 Asst. City Manager Galen Rasmussen
18 City Attorney Clinton Drake
19 City Planner Chad Wilkinson

20
21 Department Directors/Staff:

22 Finance Director Tyson Beck
23 Power Director Allen Johnson
24 Parks Director Brock Hill
25 Asst. City Engineer Lloyd Cheney
26 Information Tech. Director Alan West
27 Recording Secretary Nikki Dandurand

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

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No Work Session

Regular Meeting – 3:35 p.m.
City Council Chambers

Mayor Lewis called the meeting to order at 3:33 p.m. and welcomed those in attendance.
Brock Hill, Bountiful City Parks Director, led the Pledge of Allegiance; Brent Watson, Bountiful
South Stake, gave an opening prayer.

PUBLIC COMMENT

No comments were made.

**CONSIDER APPROVAL OF RESOLUTION 2017-09 ALLOWING JOHN MARC KNIGHT
TO ATTEND THE TUESDAY, NOVEMBER 21, 2017 REGULAR SESSION CITY
COUNCIL MEETING ELECTRONICALLY, MR. CLINT DRAKE**

Mr. Drake explained to Council and the public why this resolution is being considered.
Councilwoman Harris moved to approve Resolution 2017-10 (this resolution was presented as 2017-
09, but should have been numbered 2017-10 and will hereafter be referred to as 2017-10 in City
records), and Councilman Pitt seconded the motion. Voting was unanimous with Councilpersons
Harris, Higginson, Holbrook and Pitt voting “aye”.

1
2 **APPROVE MINUTES OF PREVIOUS MEETING – OCTOBER 24, 2017**

3 Mayor Lewis presented the minutes from the previous meeting. Councilman Higginson
4 moved to approve the minutes and Councilwoman Holbrook seconded the motion. Voting was
5 unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting “aye”.

6
7 **COUNCIL REPORTS**

8 Councilwoman Holbrook announced the Bar J Wranglers on December 1, 2017 and tickets
9 are on sale. Councilman Pitt stated that “Small Business Saturday” is this Saturday, November 25th
10 and the Bountiful tree lighting located downtown was on Monday.

11
12 **BCYC REPORT**

13 No reports were made, but Councilwoman Harris stated they had a successful Halloween
14 party and are planning a Christmas party and to help with the Bar J Wrangler event.

15
16 **CONSIDER APPROVAL OF:**

- 17 a. **WEEKLY EXPENDITURES > \$1,000 PAID OCTOBER 16, 23 & 30, 2017**
18 b. **SEPTEMBER 2017 FINANCIAL REPORT**

19 Mayor Lewis presented the expenditures/financial report and asked for a motion to approve.
20 Councilman Higginson moved to approve the weekly expenditures/reports and Councilwoman
21 Holbrook seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson,
22 Holbrook, Knight and Pitt voting “aye”.

23
24 **CONSIDER APPROVAL OF THE 2017 GENERAL ELECTION RESULTS AS PREPARED**
25 **BY THE DAVIS COUNTY CLERK/AUDITOR’S OFFICE. (A SPECIAL MEETING OF THE**
26 **CANVASS BOARD WILL BE HELD ON NOVEMBER 21 FOR THE CANVASS IF ALL**
27 **BALLOTS HAVE NOT BEEN ACCOUNTED FOR BY MEETING TIME) – MR. GARY**
28 **HILL**

29 Mr. Gary Hill presented the results and provided Council with their copies. He stated that
30 Davis County conducted the election and tallied the results. Staff recommends approval of the final
31 results. Councilman Pitt moved to approve the election results and Councilman Higginson seconded
32 the motion. Voting was unanimous with a roll call vote by Councilpersons Harris, Higginson,
33 Holbrook, Knight and Pitt voting “aye”. Councilman Higginson asked what qualifies for an
34 automatic trigger for a recount. Mr. Gary Hill replied that a recount is not automatic under State law
35 but it could be requested if the difference between the number of votes for each candidate was less
36 than 0.25% of the total votes cast for those candidates. Councilman Higginson also noted that 30
37 ballots were rejected because they lacked a signature and 90 were rejected because the signatures did
38 not match.

39
40 **PRESENTATION OF THE FISCAL YEAR 2017 COMPREHENSIVE ANNUAL FINANCIAL**
41 **REPORT (CAFR) AND INDEPENDENT AUDIT – MR. TYSON BECK & MR. GARY**
42 **KEDDINGTON (PARTNER, INDEPENDENT CPA FIRM)**

43 Mr. Beck noted that the State code requires the City to prepare and present annual financial
44 and compliance related reports as well as receive an independent audit of those reports. Mr. Beck
45 gave a few highlights from the CAFR and noted that the entire report can be viewed on the Bountiful
46 City website. Mr. Beck noted a few financial highlights. As a whole the City increased its net

1 position (equity) by \$2.5 million from fiscal year 2016. The City also paid off its sales tax revenue
2 bond during the fiscal year, which leaves only \$11.4 million in bonded debt outstanding for the City.
3 The Utah Retirement Systems (URS) pension liability did increase by \$1.6 million from fiscal year
4 2016 due to the URS actuarial assumptions dropping their investment rate of return from 7.5% to
5 7.2%. This actuarial change was state-wide affecting all municipalities in a similar manner. During
6 fiscal year 2017 the City did have a various funds show a net loss due primarily to the purchase of the
7 Cemetery expansion land. None of the City's funds ended with a deficit equity position and cash and
8 investment balances are in a healthy position. Councilwoman Harris appreciates the hard work done
9 by Mr. Beck helping them to better understand the report.

10 Mr. Gary Keddington stated their firm only audits numbers in the CAFR; there are no
11 comparisons to other cities due to the disparity in operating conditions and the variety of services
12 each city in the state provides. He stated there were no difficulties in the audit process, staff was very
13 cooperative, no adjustments were needed and no disagreements were made. The cemetery purchase
14 was a complex transaction to account for and to report this year, but it was accounted for
15 appropriately. The City is in compliance with all State regulations in all areas tested with the
16 exception of budget reporting for funds reclassified as Special Revenue from Permanent funds
17 between reporting years. Councilwoman Harris asked about the cemetery purchase. Mr. Keddington
18 replied that because funds were moved around, a new budget should have been created for the
19 Special Revenue funds. The Council appreciates the efforts of staff and the auditing firm in
20 completing this report.

21
22 **CONSIDER APPROVAL OF THE BID FROM CACHE VALLEY ELECTRIC IN THE**
23 **TOTAL AMOUNT OF \$2,595,268 FOR GENERAL CONTRACTING SERVICES FOR THE**
24 **REBUILDING OF THE 138 SUBSTATION – MR. ALLEN JOHNSON**

25 Mr. Johnson wanted to acknowledge the entire Bountiful City Light & Power Department for
26 their help in restoring power in Kaysville last week. Almost every employee was called out and
27 worked until Kaysville's power was restored. They did a great job. Mr. Johnson stated this 138
28 substation is where BCL&P connects to the Rocky Mountain Power system. The necessary
29 equipment for this rebuild has already been purchased and demolition will start in December 2017.
30 There has been a tremendous amount of coordination between all the power departments and
31 companies and this project will stretch over two budget years. The bids were sent out to two
32 companies and Cache Valley is the recommended bid. Councilwoman Holbrook made a motion to
33 approve the bid and Councilman Higginson seconded the motion. Voting was unanimous with
34 Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting "aye".

35
36 **CONSIDER APPROVAL OF THE BID FROM SPECIALTY ELECTRONICS, INC. FOR**
37 **RELAY PANELS FOR THE 138 SUBSTATION IN THE AMOUNT OF \$157,130 – MR.**
38 **ALLEN JOHNSON**

39 Mr. Johnson stated that BCL&P is planning to rebuild the north transformer bay in the spring
40 of 2018 and rebuild the south transformer bay in the fall of 2018. There are also plans to construct a
41 new control building and install new relay panels in the new building. The relay equipment monitors
42 and protects the substation transformers. Three bids were received, with Specialty Electronics, Inc.
43 being the low bid. Councilwoman Holbrook made a motion approve the bid and Councilman
44 Higginson seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson,
45 Holbrook, Knight and Pitt voting "aye".

1 **CONSIDER APPROVAL OF CHANGE ORDERS FOR THE METERING CTs AND**
2 **ARRESTER UPGRADE ON THE 138 SUBSTATION BY VIRGINIA TRANSFORMER IN**
3 **THE AMOUNT OF \$52,300 – MR. ALLEN JOHNSON**

4 Mr. Johnson stated they have identified two items that need to be revised on these
5 transformers. Metering CTs need to be installed on the high voltage bushings at a cost of \$24,816 per
6 transformer. The arresters also need to be upgraded on the high voltage side of the transformers at an
7 additional cost of \$1,334 per transformer. Councilman Higginson confirmed with Mr. Johnson that
8 the transformers were already built, and that some options were just being added. Mr. Johnson
9 replied yes, the transformers were ordered back in March and this is an additional item.
10 Councilwoman Holbrook made a motion to approve the change orders and Councilman Higginson
11 seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson, Holbrook,
12 Knight and Pitt voting “aye”.

13
14 **CONSIDER APPROVAL OF THE REAL ESTATE PURCHASE AGREEMENT FOR**
15 **PROPERTY LOCATED AT APPROXIMATELY 120 SOUTH AND 200 WEST, BOUNTIFUL**
16 **– MR. CLINT DRAKE**

17 Mr. Drake stated the property located immediately north of the Power Department at
18 approximately 120 South 200 West, Bountiful, (“Property”) was recently listed for sale. It consists of
19 approximately .92 acres of land. The Power Department has been in need of additional area to store
20 vehicles, equipment and materials. The Property provides an ideal location for the Power Department
21 to expand its storage area because it can be directly incorporated into the existing storage yard area.
22 Accordingly, City staff made an offer to the owner’s listing broker and the Property is currently under
23 contract, subject to City Council approval. An appraisal has been performed by an independent MAI
24 certified appraiser. The Property appraised for the agreed upon purchase price. An Environmental
25 Assessment to be performed on the Property. Councilman Higginson asked if there was going to be
26 an entrance or a fence around the property. Mr. Johnson stated there will be a separate entrance. Mr.
27 Drake stated the property is not being purchased under the threat of eminent domain. It was offered
28 for sale on the open market and the City made an offer. Mr. Drake added that the broker for the
29 owners said the owners are happy to sell it to the City. Councilman Higginson made a motion to
30 approve the purchase and Councilman Pitt seconded the motion. Councilwoman Harris stated she
31 previously had asked Mr. Johnson if they could really use this land and after his explanations she felt
32 convinced that they did have the need for this land. Voting was unanimous with Councilpersons
33 Harris, Higginson, Holbrook, Knight and Pitt voting “aye”.

34
35 **NAME OF THE CHILDREN’S AREA IN THE BOUNTIFUL CITY CEMETERY – MR.**
36 **GALEN RASMUSSEN**

37 Mr. Rasmussen stated that since 1967, the Bountiful City Cemetery has designated and
38 maintained an area of the Cemetery specifically for burials of infants and small children with reduced
39 size grave spaces. Approximately 400 infants and small children have been buried in this designated
40 area from 1967 to 2017 which averages about 10 spaces used per year. For many years, some have
41 referred to the infant area of the Cemetery as “babyland.” With the installation of the new statue, the
42 question of renaming this area has been suggested. However, in doing so, there are some individuals
43 and families that may conceivably feel uncomfortable with a particular name. City staff met recently
44 to review this issue and see if there is a more appropriate name for the area. The working group was
45 given three criteria to guide naming suggestions - any description of the area should be simple,
46 respectful and self-explanatory. If the Council desires a name for the areas, staff recommends the

1 following as possible solutions: Infant Area, Baby Area, Infant Memorial Area, Baby Memorial
2 Garden. There are currently no Council policies or staff administrative procedures in effect to govern
3 and implement a naming process for locations within the Cemetery. Councilwoman Harris stated that
4 Mr. Rasmussen and has done a lot of work for this cause, and the area should be given an intentional
5 name. Councilman Pitt was hesitant to name it for something in particular. Councilman Higginson
6 suggested they follow the staff's recommendation and not use a specific name, but doesn't like
7 "babyland." Councilman Knight stated he would like to name it, take control of its identity and show
8 more dignity for the area. Councilwoman Harris made a motion to name the area "infant and
9 children's section." Councilman Knight seconded the motion. Councilpersons Pitt, Knight and
10 Harris voted "aye", Councilpersons Higginson and Holbrook voted "nay." Mayor Lewis stated the
11 motion passed on a 3-2 vote. Councilman Higginson said that "section" sounds too harsh and
12 Councilwoman Holbrook agreed. The Council discussed an alternate word so as not to offend
13 anyone. Mayor Lewis suggested "area" rather than "section" and asked if they could change the
14 word. Councilman Pitt made a motion to use the word "area" instead of "section." Councilwoman
15 Harris seconded the motion. Mr. Brock Hill spoke to the Council that it is currently called the "infant
16 area" by default. Most of the children buried there are under the age of two years old. Parents will
17 eventually call it whatever they like, just like City parks. Councilman Pitt re-stated his motion to call
18 it "children and infant area." Mayor Lewis asked for a second motion. Councilwoman Holbrook
19 asked why he didn't take out "children." Councilman Pitt re-issued his motion to name it "infant
20 area." Councilwoman Harris seconded that motion. Councilpersons Harris, Pitt and Knight voted
21 "aye", Councilpersons Holbrook and Higginson voted "nay." Mayor Lewis stated the motion is
22 passed with a 3-2 vote.

23
24 Mayor Lewis excused Councilman John Pitt from the meeting.

25
26 **VIDEO STREAMING OF PUBLIC MEETINGS – MR. ALAN WEST**

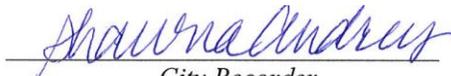
27 Mr. West stated that the Information Technology Department contacted several cities, met
28 with vendors and researched online resources. Several solutions were found ranging from a couple
29 thousand dollars to over \$20,000. The IT Department staff determined that the lower-cost solutions
30 provided lower quality. On the high end, very advanced features are available such as "bookmarks",
31 PowerPoint (or projector) integration, camera control, etc., but require a greater amount of
32 management. Staff felt that even at the higher cost, the solutions didn't provide any more
33 accessibility than the solution proposed by the IT Department. The proposed solution is currently
34 being used by several Utah cities including Kaysville, and is based on cameras manufactured by Axis
35 Communications. This video streaming system would consist of cameras mounted in both the City
36 Council Chambers and the Planning Conference Room. The camera in the Council Chambers will be
37 tied into the existing sound system while the camera in the Planning Conference Room will simply
38 use a built-in microphone. A wall-mounted video activation button will be installed in each room and
39 will be tied to each camera separately. Simply pressing the button will turn on the camera and
40 immediately begin a live YouTube broadcast. Finally, the IT staff feels that the recommend solution
41 will be relatively inexpensive (about \$5,100), easy to implement, easy to manage and will have no
42 foreseeable ongoing costs. Mr. Drake did point out that if we create a "record", we must then
43 maintain that record, which will require a lot of storage space. These recorded sessions would be
44 considered records, but not the "official" record of the meeting. The official record of these meetings
45 are the written minutes. Councilwoman Holbrook asked if this was a transparency issue. Mr. Gary
46 Hill replied that it is not a transparency issue but an accessibility issue, and making that distinction is

1 important. The Council decided to begin livestreaming with the added direction that a solution
2 should not increase staff hours or require IT staff to be on site. IN addition, there should be a single
3 camera focused on the Council to avoid possible grandstanding at meetings. All agreed that simple is
4 better. Councilwoman Harris made a motion to proceed with the video streaming option with Axis
5 and Councilman Higginson seconded the motion. Voting was unanimous with Councilpersons Harris,
6 Higginson, Holbrook and Knight voting “aye”.

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9 Mayor Lewis asked for a motion to adjourn the regular session of City Council. Councilman
10 Higginson made a motion to adjourn the meeting and Councilwoman Holbrook seconded the motion.
11 The regular session of the City Council was adjourned at 5:00 p.m.

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13


Mayor



City Recorder