

# **BOUNTIFUL CITY COUNCIL MEETING**

## **TUESDAY, December 13, 2016**

### **Work Session – 6:00 p.m.**

### **Regular Session - 7:00 p.m.**

NOTICE IS HEREBY GIVEN that the City Council of Bountiful, Utah will hold its regular Council meeting at City Hall, 790 South 100 East, 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.

## **AGENDA**

### **Work Session – 6:00 p.m.**

1. Veterans Memorial location discussion – Mr. Gary Hill
2. Field use discussion – Mr. Brock Hill
3. Dogs in parks ordinance discussion – Mr. Brock Hill

### **Regular Session – 7:00 p.m.**

1. Welcome, Pledge of Allegiance and Thought/Prayer
2. Approve minutes of previous meeting - November 22, 2016
3. Council Reports
4. BCYC Report
5. Consider approval of:
  - a. Weekly expenditures > \$1,000 paid November 14, 21, 28 & 30, 2016
  - b. October financial report – Mr. Tyson Beck
6. Brent Thomas Retirement – Mr. Allen Johnson
7. Annual notice of City Council schedule of meetings – Mr. Gary Hill
8. Ordinance 2016-13 Establishing a Bountiful Historic Commission – Mr. Clint Drake
9. Preliminary and Final Site Plan Review for 60-unit multi-family development – Mr. Chad Wilkinson
10. Preliminary site plan review for a proposed modification to an existing commercial site – Mr. Chad Wilkinson
11. Biennial review of Moderate Income housing Element of the General Plan – Mr. Chad Wilkinson
12. Adjourn

# City Council Staff Report



**Subject:** Veterans Memorial Location  
**Author:** Gary Hill  
**Department:** Administration  
**Date:** November 13, 2016

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## **Background**

One of the most popular items identified in the resident survey for Creekside Park was a veterans memorial. Although the park plans didn't ultimately include a memorial location, the Council has expressed support to provide a location for a memorial to be funded through private donations.

Individuals in the community have expressed their willingness to raise funds for a memorial if a location can be found that is suitable.

It is proposed that a Blue Ribbon Committee appointed by the Mayor with the advice and consent of the City Council be formed to recommend a location for a future memorial.

## **Analysis**

The specific task of the Blue Ribbon Committee would be to identify a location for a memorial. This location would be presented to the City Council for its consideration and eventual decision. Once this task was completed, the Committee would be dissolved and the fundraising would be handled by private residents.

If a memorial is constructed on City-owned property, the City would ultimately take ownership and be responsible for the maintenance and upkeep. The City Council will therefore need to approve a final design.

Key factors to consider in selecting a location include:

- Size of a memorial
- Visibility
- Potential for vandalism
- Ease of maintenance
- Suitability of location for the subject

The Committee would be comprised of 6 members appointed by the Mayor including a member of the City Council and a member of the Parks Department staff. City staff would provide support.

As an alternative to a committee, the Council could simply designate a location.

**Department Review**

This report was prepared by the City Manager

**Significant Impacts**

None

**Recommendation**

Staff requests that the City Council give direction on whether to appoint a committee to recommend a location for a veterans memorial.

**Attachments**

None

# City Council Staff Report

**Subject: Field Use Discussion**  
**Author: Brock Hill**  
**Department: Parks**  
**Date: 13 December 2016**



## **Background**

In August 2016, staff met with a group of individuals representing Bountiful youth baseball organizations including recreation and competition teams to discuss the scheduling and field use practices and policies. Items discussed included existing field use policy, existing field scheduling procedures, Mueller Park Baseball Association agreement, input for improvements to procedures, and future field scheduling meetings.

In September 2016, Staff met with the City Council to discuss Ball Field Scheduling and processes to address concerns brought to the Councils attention by concerned citizens. The topics of available facilities, field scheduling policies and procedures, Mueller Park Baseball Association agreement, and field use and maintenance were discussed with input from attending citizens.

## **Analysis**

Ideas for improvement that came from the meeting with the baseball team representatives:

- Better communication between teams and the City during the reservation process
- Better communication between field users to accommodate schedules
- Considering scheduling fields twice a year (between seasons) to better accommodate mid-year changes
- Working with MPBA to better understand their League needs in the fall, so that as many users as possible can be accommodated.
- Maintenance of Mueller Park infields by non-league teams to keep the surface playable

Ideas for improvement that came from the work session with City Council:

- Consider putting the field schedule on-line for view (this would not be an on-line reservation module)
- Schedule and conduct future coordination meetings with sports organizations
- Revise or update Field scheduling procedures to better meet sports teams needs/schedules
- Update the agreement with Mueller Park Baseball Association
- Revise or update the Field Use Policy

The fields and courts designated to be used for organized sports in the scheduling rotation are:

- 4 baseball fields; Muller Park (3), Rocket Park (1)
- 1 adult softball field; Rocket Park
- 1 youth softball field; Zesiger Park
- 13 tennis courts; 5 Points Park (5), Mueller Park (4), North Canyon Park (2), Viewmont (2)
- 8 soccer fields; Lewis Park (2), Celebration Park (4), Rocket Park softball outfield (1), Cheese Park (1)

The process for scheduling a field is simple. In January an email, requesting practice, game and tournaments schedules, is sent to those teams and organizations who have used our facilities in prior years or who have called to add their name to the email list. At the end of January all requested dates are entered into a Google Calendar. This is done to see overlaps and conflicts. As conflicts are discovered, the impacted teams are contacted to work out a schedule that works for the greatest number of people. Once scheduled are worked out, a confirmation email is sent to notify teams and organizations of approvals or denials. This has worked well in past years due to the cooperation of the organizations involved. Currently, requested schedules are approved for an entire calendar year (2 seasons). We accept field use requests during a season in progress but it is difficult and often frustrating to those teams impacted when their schedules are interrupted.

As outlined in the Field Reservation Policy there is a list of recognized user groups and how those groups are considered during the scheduling process (see attached policy). It has been the long standing agreement with Mueller Park Baseball Association that they handle all the yearly scheduling for the three fields at Mueller Park. This is because they run a non-competition recreation league open to all residents and maintain the infields and equipment at their own expense. The remainder of the fields and facilities are scheduled and managed through the Parks Department.

One of the areas of concern expressed by the competition teams at the August meeting was the availability of fields at Mueller Park Jr. High during the fall. After discussion, the following resolved: When MPBA is running a recreation (non-competition) program; they have full use of the fields. When the field is not being used exclusively for recreation league use during the fall season, other teams and leagues will be scheduled to use the fields by MPBA provided the maintenance and equipment issues are worked out.

### **Next Steps**

- Make updates and/or revisions to Field Use Policy, City Council to approve and adopt
- Make updates and/or revisions to field scheduling procedures
- Update Mueller Park Baseball Association/ Bountiful City use agreement
- Schedule spring sports season scheduling meeting
- Discuss pros/cons of publishing schedule to public

- Send out formal email to sports groups and request schedules for upcoming season(s), match requests with new field use policy and field scheduling procedure
- Input requests in calendar, identify overlap/conflicts
- Send notification of approval, need for adjustments, or denial
- Resolve concerns/issues/adjust process as needed

### **Calendar/Timeline**

December/January – Complete updates to Field Use Policy and Field Scheduling Procedures

January – Bring updated/revised Field Use Policy and Field Scheduling Procedure to Council for Approval and acceptance

January – Send formal request for sports schedules for spring sports season/input schedules

February – Hold scheduling meeting with organizations operating in Spring sports season  
Send notifications to organizations

March – Play begins

May – Send formal request for sports schedules for fall sports season/input schedules  
Hold scheduling meeting with organizations operating in fall sports season  
Send notifications to organizations

June/July – Play begins

### **Department Review**

This review was completed by the Parks Department

### **Significant Impacts**

None

### **Recommendation**

This item is an update of the discussion held in September. No specific council direction is required, but input would be welcomed.

### **Attachments**

- Current Bountiful City “Field Reservation Policy”
- Current Mueller Park Baseball Association agreement, City Council minutes, Nov. 1991

# Bountiful City

## Field Reservation Policy

### Recreation Facility, Park & Sport Field Use & Fee Policy

It is the policy of the Bountiful City Council to make available the use of City recreation facilities, parks and sport fields, to protect these resources, and to allow usage to individuals, groups and organizations based on availability and priority. Use shall be consistent with City Policies and Ordinances and the guidelines established herein, and promote wellness, recreation, and positive participation and sportsmanship. The City desires to be supportive of such use and will schedule and help facilitate their use in accordance with the requirements of this policy.

### Purpose

This policy is intended to enhance the recreational opportunities and events available to the citizens of Bountiful City; to facilitate City and non-City use by scheduling of recreational venues; and to offer safe, wholesome recreation programming for participants and spectators.

### User Groups

The City recognizes the following categories of users:

- City Recreation Programs
- South Davis Recreation Center Programs
- Davis County School District Programs
- Community-based (organizations organized in and operated from Bountiful City), volunteer-operated recreation organizations
- Organizations providing competitive, accelerated or super league programming
- Adult recreation leagues or programs
- Corporate, commercial, business, church or family or other groups

### Prioritization of Users

Bountiful City reserves the right to schedule activities and events on City facilities, parks and sports fields. When venues are available, the following priority applies to all scheduling for use of facilities:

1. Bountiful City Recreation programs
2. South Davis Recreation programs
3. Davis School District sport teams
4. Community-based recreation organizations
5. Non-profit competitive, accelerated or super league youth programs
6. Non-profit adult recreation leagues or programs
7. All others

### Guidelines

1. The Bountiful City Parks Department reserves the right to schedule activities and events at City facilities and parks on the basis of priority and availability. Game scheduling must be done a minimum of 10 days in advance. Bountiful City reserves the right in its sole discretion to cancel any scheduled activity due to conditions or circumstances that are determined to be detrimental, unsafe or in conflict with City Ordinances and policies.
2. Users conducting their activities for commercial or individual financial gain are not endorsed by the City. Conducting business or sale of merchandise for profit is prohibited, without prior

approval by the City. (See Bountiful City Business License ordinance).

3. Cancellation of an event due to weather, facility or field conditions, or city-declared emergency will be rescheduled, if possible. Playability of fields will be determined by the City Parks Superintendent or his designee.
4. Events may be canceled by the City due to the user failing to comply with this policy or the City Code or policies, or due to acts or activities deemed to be offensive or harmful. The City reserves the right to suspend a current game or event and to prohibit the user from future use of or scheduling of the facilities.
5. No alcoholic beverages, fireworks, or other dangerous devices are permitted in park or facility areas. Amplified sound equipment must be approved through the City's special policy.
6. Users shall make every reasonable and prudent effort to keep the area in which user's activities are held, clean and free from trash or other debris. User will clean up any trash and debris generated by user's activities and place it in trash containers provided by the City. The User is responsible for any maintenance or cleanup cost incurred through the negligence of the User of any area or facility.
7. Scheduling must be requested annually. No automatic or protected right to use because of previous use shall be granted. The City reserves the right to deny use of City facilities to any user that, in the City's opinion, has had public relations problems, has abused City facilities or property, or has administered its programs in such a way to cause discredit to the City.
8. The City assumes no financial responsibility for the user's group, programs or any of their attendees.
9. All games and programs must end by 11:00 p.m., unless approved by the City. All lights must be turned off by 11:15 p.m.
10. Field sizes are set and are not negotiable. No painting or altering of fields is allowed. Moving of goals, bases, pitching rubbers, bleachers, tables or other equipment owned, maintained or managed by the City is not allowed.
10. Community-based volunteer-operated recreation organizations are permitted to operate concessions during their program in the spectator area of their programs. Concessions must be operated in compliance with all applicable health codes. All funds generated from concessions must be used to facilitate the organizations' recreation program.

## APPROVAL GIVEN TO CENTENNIAL COMMITTEE FOR BANNERS TO BE HUNG ON CITY POLES

Colleen Sessions, representing the Centennial Committee, was in attendance to request permission for banners to be hung on the mast arms of the City poles during the Centennial year celebration. Mr. Hardy reviewed that, in harmony with past policy, use of the mast arms is discretionary with the Council. Mrs. Sessions said that they would like the flags to hang for the whole year, coming down only when required by the display of other banners. Following a brief discussion, Councilman Gramoll made a motion that approval be given for the use of the poles as requested. Councilwoman Coon seconded the motion and voting was unanimous. Mr. Hardy directed Mrs. Sessions to work with Brent Thomas, BCL&P, to identify the poles which can be used and other details of the project.

## APPROVAL GIVEN FOR CITY TO MAINTAIN BASEBALL FIELDS FOLLOWING SODDING PROJECT BY MUELLER PARK BASEBALL ASSOCIATION

Councilwoman Holt reported that the Parks and Recreation Committee considered a request by the Mueller Park Baseball Association for the City to assume maintenance of the baseball fields at the 1800 South park if the Association would provide sod. The Association has been maintaining the park the past 5 or 6 years instead of paying for use of the field. The Committee recommends that the City make the following commitment to the Mueller Park Baseball Association:

1. Between now and February 1, the City staff will work with the Mueller Park Baseball Association to develop a master plan for the three ball fields located at 1800 South Park. This master plan will include an over-all field layout, dugouts, concession stand areas, seating, and other amenities which would be part of a master plan for those three fields. Additionally, the City and the Association will determine the type of infield desired for the three fields, and will prepare a multi-year capital improvements program which will detail improvements to be made by the City and by the Association.
2. The City will maintain all three fields, and will retain control over scheduling. It is recognized and understood that the Mueller Park Baseball Association will have primary scheduling priority for their season, but such scheduling will not imply or constitute "ownership" of the facilities in any way. Maintenance costs above and beyond normal ball field maintenance expenses will be paid to the City by the Association.
3. The capital improvements program for next year will include a cost estimate for sprinkling systems, dugouts, and possible fence repair, and those items will be considered by the Parks and Recreation Committee for inclusion in the 1992-93 budget, which begins July 1, 1992.

Councilwoman Holt clarified that there is no commitment on the part of the City to provide the sprinkling system, but that improvement will be considered as a part of the Parks and Recreation budget. Following discussion, Councilwoman Holt made a motion that the above

-5- (C.C. minutes November 13, 1991)

recommendation be accepted. Councilman Foy seconded the motion and voting was unanimous.

# City Council Staff Report

**Subject:** Dogs in Parks Discussion

**Author:** Brock Hill

**Department:** Parks

**Date:** 13 December 2016



## **Background**

In the late 1980s the City Code, which was then scattered in innumerable files and not centralized, was compiled by the Assistant City Attorney into a single document. Many sections, including the one about dogs in parks, were written or re-written. Loose dogs confronting other people in the park, dogs confronting other dogs, lack of owner responsibility, lack of dog licensing and vaccinations, and owners not cleaning up after their dogs were considered as factors that went into the decision of not allowing dogs in Bountiful City Parks. There were no such things as dog parks then. Dog parks now exist and pet owners are more conscientious about ownership responsibility, licensing and vaccinating, and cleaning up after their dogs. After 25+ years, it is time to review Bountiful City's current leash law.

It is important to note, the "dog at large" provision in the City's Animal Control Ordinance, stating "it is illegal for people to have their dogs off leash, off their property", is from the Davis County model ordinance, which all Davis County cities have adopted, and should remain as is.

## **Analysis**

Bountiful City's current leash law is:

- No dogs in the cemetery (6-1-109(d)).
- No dogs in parks (6-12-109(m)).
- Can walk a pet on sidewalks if leashed (6-2-109)

As a direct result of the current leash law, Bountiful City does not allow dogs or other animals in parks and has no formal or developed facility for dog owners to take their animals for open off-leash exercise, play, and social interaction. Owners are able and encouraged to use Bountiful City trails at Summerwood, North Canyon, Sessions, and Mueller Park trails as viable, on-leash options. However, there are limited options in southern Davis County for dog owners to take their dogs to for outdoor exercise and recreation.

## **Current "Dogs in Parks" Issues**

The City's ordinance is routinely violated by owners and dogs, both on and off-leash, in parks which can be witnessed on any given day, by individuals and families using Bountiful playgrounds, sports fields, and open park and natural areas. When spoken to, most are surprised when they learn their on-leash dog is not allowed in the park.

One of the biggest problems associated with dogs in parks, whether on or off leash, is dog waste. Many dog owners do not pick-up and dispose of dog waste properly. Dogs in parks will increase this problem. To help mitigate it, dog stations with bags should be installed. A dog station delivered and installed by staff is approx. \$300. 27 stations will be needed to equip all parks.

Other concerns include increased unwanted dog/human interactions in parks with aggressive or “over friendly” dogs.

A “Dogs in Parks” ordinance has been drafted which allows on-leash dog use in the City parks and addresses concerns about dog waste, aggressive dogs, encourages responsible owner behavior, and provides a vehicle for enforcement.

### **Department Review**

This review was completed by the Parks Department.

### **Significant Impacts**

Positive impacts could include:

- Dog owners in Bountiful will stop being routine lawbreakers.
- May have positive impact on Animal Control related calls within the City.
- May have positive impact on dog licensing and vaccinations.
- Dog & owners walk daily no matter the weather and often multiple times per day and can offer extra eye and ears within City parks and on our streets.
- Often a person with a dog will visit places with less visibility than they otherwise might go because of the added security a dog brings. This can lead to a decrease in visits to this less visible areas by people engaging in undesirable activities that don't want to encounter a dog (whether on or off-leash).

Negative impacts could include:

- No funds are budgeted for dog-waste stations. Estimated cost is 27 stations at \$300/station (\$8,100).
- Increased City staff responsibilities, including more regular waste removal and enforcement.
- Additional maintenance costs/issues
- Citizen/animal health and safety concerns
- Additional Policing requirements
- Property availability or acquisition
- Increased use/impact/nuisance/noise in existing parks/facilities
- Impact on existing neighborhoods and residents

### **Recommendation**

Staff is seeking City Council direction on proposed “Dogs in Parks” draft ordinance with formal action, approval, and adoption to be taken at a future date.

### **Attachments**

- Draft “Dogs in Parks” ordinance

## **A. Dogs in Parks:**

1. No person shall suffer or permit any dog to enter or remain in a park unless it be led by a leash of suitable strength, not more than six feet (6') in length (electronic collars or control devices are not considered a leash). Dogs shall not be allowed in the following areas with or without a leash:

- a. inside the designated boundary of a playground or sandbox,
- b. on any play structure or play component,
- c. in any designated water play area or water component,
- d. inside the designated boundary of a tennis, pickleball, basketball, sand volleyball court, or any other sports court.

2. Unattended, unlicensed, or unvaccinated domestic animals found within any City park are subject to pickup by the animal control officer.

3. Tethering Animals. No person shall hitch or fasten any animal to any tree or any other structure on park property.

4. No more than 2 dogs per owner or custodian are allowed, leashed or unleashed, at any time.

5. Dogs shall be permitted to run off leash only in areas specifically authorized by city ordinance, specifically designated as "off leash areas", and clearly identified by signage as such. Said areas shall be as follows:

- a. Bountiful B Trail,
- b. Stone Creek Trail,
- c. Holbrook Canyon Trail,
- d. Mueller Park Trail,
- e. North Canyon Trail,
- f. Summerwood Trail,
- g. Designated areas of Mueller Park (1800 S. 900 E.),
- h. Bountiful Pond (1300 West 1600 North, West Bountiful)

6. While in "off leash areas" dogs shall at all times remain under control of the dog's owner or custodian. "Under control" means that a dog will respond on command to its owner or custodian.

## **B. Animal Waste Disposal:**

1. It shall be unlawful for the owner or custodian of an animal to permit the animal to defecate upon a public street, sidewalk, park, playground or other area, or upon the property of another unless the owner or custodian removes and properly disposes of all animal waste that may result.

## **C. Service Animals:**

**D. Other Animals:**

1. Livestock and Animals: No person shall allow, lead or let loose any cat, cattle, horse, mule, goat, sheep, swine, dogs, fowl of any kind, or any other animal within any designated park boundary, playground, sidewalk, or other public area.

**E. Enforcement:**

1. Any person violating any provision in this chapter shall be guilty of an infraction and, upon conviction, subject to penalty as provided in section [???](#) of this code. Each violation shall be a separate offense. After the second conviction for the same offense, the violation shall be a class C misdemeanor. (Ord. ???)

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# Minutes of the BOUNTIFUL CITY COUNCIL

November 22, 2016 – 6:25 p.m.

Present:	Mayor	Randy Lewis
	Councilmembers	Kendalyn Harris, Richard Higginson, Beth Holbrook, John Marc Knight, John Pitt
	City Manager	Gary Hill
	City Attorney	Clinton Drake
	City Engineer	Paul Rowland
	City Planner	Chad Wilkinson
Department Directors/Staff:		
	Police	Chief Tom Ross
	Finance Director	Tyson Beck
	Water Director	Mark Slagowski
	Recording Secretary	Nikki Dandurand

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 Clipper and Standard Examiner.

## Work Session – 6:25 p.m. Planning Conference Room

Mayor Lewis welcomed those in attendance and called the session to order at 6:25 p.m. Mr. Gary Hill stated that various City personnel spent a day visiting and touring different city hall buildings and civic centers to gather information on the new layout/design for the new Bountiful City Hall and Downtown Plaza. The Councilmembers and staff discussed ideas, a few design concepts and possible land use layouts. Mr. Hill also announced that there will be five focus groups which will include the merchants on Main Street, service organizations, neighbors in the area, a concerned citizen group and businesses on the Plaza block to help with public input and improve feedback from residents. There will also be open houses in the future to inform the community of the upcoming plans and gain feedback as well.

## Regular Meeting – 7:05 p.m. City Council Chambers

Mayor Lewis called the meeting to order at 7:05 p.m. and welcomed those in attendance. Ethan Franks, grandson of the Mayor, led the Pledge of Allegiance and President Jeffrey Anderson, Val Verda Stake, gave a prayer.

## APPROVE MINUTES OF PREVIOUS MEETINGS: OCTOBER 25, 2016 PARKS, RECREATION AND FINE ARTS COMMITTEE AND OCTOBER 25, 2016 CITY COUNCIL MEETINGS

1 Mayor Lewis presented the minutes as printed. Councilwoman Holbrook asked for a small  
2 correction in the City Council minutes, which was given to the City Attorney, Mr. Clint Drake.  
3 Councilman Higginson moved to approve them as amended and Councilman Pitt seconded the  
4 motion. Voting was unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and Pitt  
5 voting “aye”.

6  
7 **COUNCIL REPORTS**

8 Councilwoman Holbrook announced the Bar J Wranglers will be performing on December  
9 16<sup>th</sup> at Viewmont High School.

10  
11 **BCYC REPORT**

12 Sol Weaver, Equipment Assistant and Ben Wadsworth, Service Committee, announced the  
13 annual Christmas party for the Youth Council and offered their assistance at the Bar J Wranglers’  
14 concert.

15  
16 **CONSIDER APPROVAL OF WEEKLY EXPENDITURES > \$1,000 PAID OCTOBER 17, 24**  
17 **31 & NOVEMBER 7, 2016**

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

22  
23 **PRESENTATION OF AUDIT AND CAFR – MR. TYSON BECK**

24 Mr. Beck reported to the Council that for the past 35 years, the City has met all the criteria for  
25 the CAFR (Comprehensive Annual Financial Report) award. Mr. Beck believes the fiscal year 2016  
26 report will also qualify to achieve the CAFR award. The City is doing well and all the balances/funds  
27 are in good standing. Ms. Kathlynn Bohn, Senior Auditor, stated that the audit went very well, with  
28 no disagreements and internal controls in check. Management worked very well and efficiently with  
29 the auditors and the City received an unmodified opinion (i.e., clean opinion). Councilman Pitt stated  
30 that the City will have several large purchases in the near future and how that would affect the overall  
31 financial standing. Ms. Bohn stated that all transactions are/will be included in the report. Mayor  
32 Lewis thanked the firm for their many long hours and excellent work.

33  
34 **CONSIDER APPROVAL OF RESOLUTION 2016-19 APPOINTING COUNCILMAN JOHN**  
35 **MARC KNIGHT TO THE DAVIS CENTER FOR THE PERFORMING ARTS**  
36 **ADMINISTRATIVE CONTROL BOARD**

37 Mr. Gary Hill stated this is a re-appointment for Councilman Knight, who has been serving  
38 since the original board was formed. Councilman Pitt moved to approve Resolution 2016-19, and  
39 Councilman Higginson seconded the motion. Voting was unanimous with Councilpersons Harris,  
40 Higginson, Holbrook, Knight and Pitt voting “aye”.

41  
42 **CONSIDER APPROVAL OF RESOLUTION 2016-20 APPOINTING MAYOR RANDY**  
43 **LEWIS TO THE SOUTH DAVIS SEWER DISTRICT BOARD OF TRUSTEES – MR. GARY**  
44 **HILL**

45 Mr. Gary Hill stated with the retirement of Mr. Arnell Heaps, Mayor Lewis was asked to be  
46 appointed to finish Mr. Heaps’ term which expires the first Monday of January 2017. Therefore, this

1 appointment is for a full four year term. Councilman Higginson made a motion to approve Resolution  
2 2016-20, Councilwoman Holbrook seconded the motion. Voting was unanimous with  
3 Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting “aye”.

4  
5 **CONSIDER APPROVAL OF THE PURCHASE OF THREE DODGE PICKUP TRUCKS,**  
6 **ONE MACK DUMP TRUCK, ONE DITCH WITCH VACTOR AND ONE HOT TAP**  
7 **MACHINE FOR THE TOTAL AMOUNT OF \$296,585 – MR. MARK SLAGOWSKI**

8 Mr. Slagowski stated that all the bids were received using State contract and fleet pricing  
9 from Salt Lake Valley Dodge, Ken Garff Ford and Performance Ford. Another company bid for the  
10 installation of the equipment. Councilwoman Harris made a motion approve the  
11 purchase/installation, Councilwoman Holbrook seconded the motion. Councilman Higginson asked  
12 if the right people were contacted in the purchasing process. Mr. Slagowski stated the fleet managers  
13 were contacted. Voting was unanimous with Councilpersons Harris, Higginson, Holbrook, Knight  
14 and Pitt voting “aye”.

15  
16 **CONSIDER APPROVAL OF RESOLUTION 2016-21 APPROVING AN INTERLOCAL**  
17 **AGREEMENT WITH THE DAVIS METRO NARCOTICS STRIKE FORCE – CHIEF TOM**  
18 **ROSS**

19 Chief Ross stated that each year our Strike Force is required to submit an Equitable Sharing  
20 Agreement and certification form in order to receive Equitable Sharing Funds from the Department  
21 of Justice. In past years, our Interlocal Agreement, last signed in 2004, was acceptable. The  
22 Department of Justice is now requiring all Equitable Sharing Interlocal Agreements be reviewed and  
23 updated annually with new signatures in order to be eligible for the funds. Bountiful City currently  
24 assigns a full time officer to the Strike Force. Councilman Knight made a motion approve Resolution  
25 2016-21 and Councilman Higginson seconded the motion. Voting was unanimous with  
26 Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting “aye”.

27  
28 **CONSIDER FINAL APPROVAL OF THE EAST ORCHARD SUBDIVISION LOCATED AT**  
29 **2340 S 200 W – MR. PAUL ROWLAND**

30 Mr. Rowland stated Mr. Gary Wright has completed the plat map and construction drawings  
31 and is now requesting final approval for the seven lot East Orchard Subdivision located at 2340 South  
32 200 West, across the street from the Bountiful City Cemetery. With the conditions listed below, the  
33 proposed development meets the requirements of the Bountiful City Land Use Ordinance and design  
34 standards and the Planning Commission sends a positive recommendation for final approval to the  
35 City Council with the following conditions:

- 36 1. Payment of all required fees.
- 37 2. Post an approved bond and sign a Bountiful City Development Agreement
- 38 3. Provide a current Title Report.
- 39 4. Finalize the underground storm detention maintenance agreement

40 Councilman Higginson asked if the Historic Society could be contacted about the barn located  
41 on the premises. Mr. Wilkinson said that can be done. Councilman Higginson made a motion to  
42 approve the final subdivision, Councilman Pitt seconded the motion. Voting was unanimous with  
43 Councilpersons Harris, Higginson, Holbrook, Knight and Pitt voting “aye”.

1 **CONSIDER APPROVAL OF GRANTING FINAL ACCEPTANCE OF RUTH ESTATES**  
2 **SUBDIVISION LOCATED AT 50 EAST 3100 SOUTH AND RELEASE OF THE BOND –**  
3 **MR. PAUL ROWLAND**

4 Mr. Rowland stated that Ruth Estates is an eight lot subdivision around the newly  
5 created 50 East Street cul-de-sac. This development was originally granted final approval in April  
6 2015 with the roads and improvements being finished by November of 2015. The warranty time for  
7 the bond has now run out and the development is ready for final acceptance by the City Council.  
8 Councilwoman Holbrook made a motion to approve the final subdivision and release the bond,  
9 Councilwoman Harris seconded the motion. Voting was unanimous with Councilpersons Harris,  
10 Higginson, Holbrook, Knight and Pitt voting “aye”.

11  
12 Mayor Lewis asked for a motion to adjourn the regular session of City Council and move into  
13 an RDA meeting. Councilman Higginson made a motion to adjourn the meeting, and Councilwoman  
14 Holbrook seconded the motion. The regular session of the City Council was adjourned at 7:40 p.m.  
15  
16

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*Mayor Randy Lewis*

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*City Recorder*

# City Council Staff Report

**Subject:** Expenditures for Invoices > \$1,000.00 paid  
November 14, 21, 28 & 30, 2016

**Author:** Tyson Beck, Finance Director

**Department:** Finance

**Date:** December 6, 2016



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## **Background**

This report is prepared following the weekly accounts payable run. It includes payments for invoices hitting expense accounts equaling or exceeding \$1,000.00.

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 \$1,000.00 paid November 14, 21, 28 & 30 2016.

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid November 14, 2016**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
1428	BOUNTIFUL IRRIGATION	Light & Power	53.5300.424002.	Office & Warehouse	\$ 1,184.95	193291	03-1914	2016 nopn-taxable assessment
1428	BOUNTIFUL IRRIGATION	Light & Power	53.5300.448639.	Substation	1,302.08	193291	03-1914	2016 nopn-taxable assessment
1428	BOUNTIFUL IRRIGATION	Streets	10.4410.427000.	Utilities	1,928.15	193291	03-1914	2016 nopn-taxable assessment
1428	BOUNTIFUL IRRIGATION	Light & Power	53.5300.448613.	Plant	3,210.77	193291	03-1914	2016 nopn-taxable assessment
1428	BOUNTIFUL IRRIGATION	Water	51.5100.426000.	Bldg & Grnd Suppl & Maint	3,606.52	193291	03-1914	2016 nopn-taxable assessment
1428	BOUNTIFUL IRRIGATION	Cemetery	59.5900.426000.	Bldg & Grnd Suppl & Maint	13,970.96	193291	03-1914	2016 nopn-taxable assessment
1428	BOUNTIFUL IRRIGATION	Golf Course	55.5500.426000.	Bldg & Grnd Suppl & Maint	22,515.16	193291	03-1914	2016 nopn-taxable assessment
1428	BOUNTIFUL IRRIGATION	Parks	10.4510.461400.	Purchase Of Water	36,923.39	193291	03-1914	2016 nopn-taxable assessment
1447	BP ENERGY COMPANY	Light & Power	53.5300.448611.	Natural Gas	2,240.06	193294	1416699	Natural Gas
1726	COLE-PARMER INSTRUMENT	Light & Power	53.5300.448614.	Plant Equipment Repairs	1,939.00	193304	9777399	Turbine Test Kit
1975	DLT SOLUTIONS, INC.	Engineering	10.4450.425000.	Equip Supplies & Maint	3,215.22	193312	4551045	AutoCAD
2059	ELECTRO POWER UTAH	Water	51.5100.431000.	Profess & Tech Services	5,274.00	193314	4961	Valve Booster
2126	FAIRBANKS SCALES	Landfill	57.5700.426000.	Bldg & Grnd Suppl & Maint	1,235.00	193319	1306220	Scale Test and Inspection
2562	HYDRO SPECIALTIES COMP	Water	51.5100.448650.	Meters	3,624.30	193339	18895	Meter Parts
8137	LAKEVIEW ASPHALT PRODUCTS	Landfill	57.5700.426000.	Bldg & Grnd Suppl & Maint	19,175.52	193350	1136	Landfill Pad
2886	LAKEVIEW ROCK PRODUCTS	Water	51.5100.461300.	Street Opening Expense	1,613.21	193352	342008	Gravel
2931	LES OLSON COMPANY	Water	51.5100.429300.	Computer Hardware	1,092.09	193354	EA679897	Copy Maching Maintenance
7644	METRON-FARNIER, LLC	Water	51.5100.448650.	Meters	1,740.82	193361	23365	Antenna Ace
5281	QUESTAR GAS COMPANY	Light & Power	53.5300.448611.	Natural Gas	10,438.30	193377	11032016	Acct# 6056810000
5281	QUESTAR GAS COMPANY	Streets	10.4410.441200.	Road Matl Patch/ Class C	1,255.89	193378	DC-29081	Repair to Gas Line
3972	SOLAR TURBINES, INC.	Light & Power	53.5300.474505.	M&E Plant	80,672.00	193388	135 10001965	Upgrade Turbine #1 Control System
4051	STATE OF UTAH	Water	51.5100.431000.	Profess & Tech Services	1,194.80	193389	17L000000000633	Lab Fees
4448	VEOLIA ENVIRONMENTAL	Sanitation	58.5800.448000.	Operating Supplies	61,710.89	193409	625884550	Househole Hazardous Waste
4450	VERIZON WIRELESS	Light & Power	53.5300.448641.	Communication Equipment	2,090.53	193411	9774524529	Service for Acct# 371517689-00001
<b>TOTAL:</b>					<u>\$ 283,153.61</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid November 21, 2016**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
8127	ADVANCED PAVING & CO	Streets	45.4410.473300.	Roads-Class"C"&Transporation	\$ 64,250.00	193417	02A	Final Payment Including Release of Retention
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,722.32	193421	81Y44416	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,009.75	193421	81Y44516	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,140.40	193421	81K56216	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,140.40	193421	81K56316	Tree Trimming
6485	H2O ENVIRONMENTAL INC	Light & Power	53.5300.448638.	PCB Disposal	1,139.60	193453	8404158	PCB Waste Disposal
2523	HONNEN EQUIPMENT COMP	Streets	10.4410.425000.	Equip Supplies & Maint	1,781.10	193457	805117	Cutting Edge for 744K
3271	NETWIZE	Information Technology	10.4136.431000.	Profess & Tech Services	3,200.00	193484	NW9842	Munis 11.2 Migration
6010	NOBLE INDUSTRIAL SUPPLY	Streets	10.4410.425000.	Equip Supplies & Maint	4,298.80	193486	SI-115834	Asphalt Remover for Rakes and Shovels
3321	NORTHERN POWER EQUIP	Light & Power	53.5300.448632.	Distribution	1,100.00	193487	49171	DE Shoes/4' Guy Strain/Hot Taos/Service Wedges
3549	PREMIER VEHICLE INSTALLATION	Police	10.4210.425430.	Service & Parts	2,409.00	193494	22175	Police Motor Kit & Gear
3924	SIMPLEXGRINNELL LP	Police	10.4210.426000.	Bldg & Grnd Suppl & Maint	2,206.68	193502	79015665	Fire Alarm and Sprinkler Test
3974	SONNTAG RECREATION	Parks	45.4510.473100.	Improv Other Than Bldgs	1,152.00	193506	16295	Landscape Structures
4229	TOM RANDALL DIST. CO	Streets	10.4410.425000.	Equip Supplies & Maint	14,145.41	193521	0250574	Fuel
4281	TWIN D INC.	Storm Water	49.4900.462400.	Contract Equipment	1,200.00	193524	14983	Clean Storm Drain
4357	UTAH COMMUNICATIONS	Police	10.4210.425200.	Communication Equip Maint	2,394.75	193530	61716	Aug 2016 Radio Service
4357	UTAH COMMUNICATIONS	Police	10.4210.425200.	Communication Equip Maint	2,394.75	193530	61891	Sept 2016 Radio Service
7732	WINGFOOT CORP	Police	10.4210.426000.	Bldg & Grnd Suppl & Maint	1,895.00	193539	98711	Janitorial Services for Aug 1-31
<b>TOTAL:</b>					<u>\$ 123,579.96</u>			

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

**Paid November 28, 2016**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
7666	AMERICAN CHILLER MECH	Police	10.4210.426000.	Bldg & Grnd Suppl & Maint	\$ 7,659.00	193543	7918	Repaired/ Replaced A/C
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	3,941.04	193547	83M25516	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	4,112.32	193547	83M25416	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,035.88	193547	82R46316	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,140.40	193547	82R46416	Tree Trimming
1887	DAVIS COUNTY GOVERNMENT	Police	10.4210.431600.	Animal Control Services	6,671.77	193566	79049	Oct 2016 Animal Control
2553	HVAC CONSTRUCTION	Streets	45.4410.472100.	Buildings	7,800.00	193578	12364	New Roof-Street Bldg
2765	JP ELECTRICAL, LC	Streets	45.4410.472100.	Buildings	2,674.00	193583	14538	Install 2 a/c units in shop
4996	KEDDINGTON & CHRISTENSEN	Finance	10.4140.431100.	Legal And Auditing Fees	2,413.81	193584	2553	Audit Services
4996	KEDDINGTON & CHRISTENSEN	Light & Power	53.5300.431100.	Legal And Auditing Fees	3,880.77	193584	2553	Audit Services
2807	KENNEL, RALPHINE	Light & Power	53.5300.461000.	Miscellaneous Expense	1,518.75	193585	11232016	Retirement Lunch
5553	PURCELL TIRE AND SERV	Streets	10.4410.425000.	Equip Supplies & Maint	1,972.50	193607	2845392	Tire Service
4026	STAKER & PARSONS	Streets	10.4410.441200.	Road Matl Patch/ Class C	1,091.14	193614	4207068	Patching/ Asphalt
4026	STAKER & PARSONS	Streets	10.4410.441200.	Road Matl Patch/ Class C	1,092.31	193614	4209204	Patching/ Asphalt
4026	STAKER & PARSONS	Streets	10.4410.441200.	Road Matl Patch/ Class C	2,562.35	193614	4213139	Patching/ Asphalt
4229	TOM RANDALL DIST. CO	Landfill	57.5700.425000.	Equip Supplies & Maint	1,037.40	193620	0250989	Fleet Oil
5000	U.S. BANK CORPORATE	Computer Maintenance	61.6100.429300.	Computer Hardware	1,084.98	193623	11102016AW	Acct# 4246 0445 5571 8851
5000	U.S. BANK CORPORATE	Enhanced 911	10.4219.423000.	Travel & Training	1,436.84	193623	11102016JP	P Card for Jon Purcell/ Acct# 8851
5000	U.S. BANK CORPORATE	Executive	10.4130.423000.	Travel & Training	2,461.99	193623	11102016GH	Acct# 8851
4341	UTAH ASSOCIATED MUNI	Light & Power	53.5300.448621.	Power Purch IPP	1,291.48	193625	11222016	UAMPS Nov 2016 Power Resources
4341	UTAH ASSOCIATED MUNI	Light & Power	53.5300.421000.	Books Subscr & Mmbrshp	13,843.22	193625	11222016	UAMPS Nov 2016 Power Resources
4341	UTAH ASSOCIATED MUNI	Light & Power	53.5300.448622.	Power Purch San Juan	157,581.41	193625	11222016	UAMPS Nov 2016 Power Resources
4341	UTAH ASSOCIATED MUNI	Light & Power	53.5300.448620.	Power Purch CRSP	346,757.74	193625	11222016	UAMPS Nov 2016 Power Resources
4341	UTAH ASSOCIATED MUNI	Light & Power	53.5300.448626.	Power Purch UAMPS (Pool, etc)	421,982.93	193625	11222016	UAMPS Nov 2016 Power Resources
4357	UTAH COMMUNICATIONS	Police	10.4210.425200.	Communication Equip Maint	2,394.75	193626	62339	Oct 2016 Radio Service
7732	WINGFOOT CORP	Police	10.4210.426000.	Bldg & Grnd Suppl & Maint	1,895.00	193629	98844	Janitorial Services
<b>TOTAL:</b>					<u>\$ 1,009,333.78</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid November 30, 2016**

<b>VENDOR</b>	<b>VENDOR NAME</b>	<b>DEPARTMENT</b>	<b>ACCOUNT</b>		<b>AMOUNT</b>	<b>CHECK NO</b>	<b>INVOICE</b>	<b>DESCRIPTION</b>
7352	PRINCE, YEATES & GEL	Planning	10.4610.431000.	Profess & Tech Services	<u>\$ 3,732.00</u>	193630	79857	Professional Services October 2016
				<b>TOTAL:</b>	<u><u>\$ 3,732.00</u></u>			

# City Council Staff Report

**Subject:** October 2016 Financial Reports  
**Author:** Tyson Beck, Finance Director  
**Department:** Finance  
**Date:** December 13, 2016



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## **Background**

These reports include summary revenue, expense, and budget information for all of the City's funds. Both revenues and expenses, including capital outlay, have been included. These 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.

## **Department Review**

These reports were prepared and reviewed by the Finance Department.

## **Significant Impacts**

The FY2017 budget portion of these reports is the originally adopted FY2017 budget, approved by the City Council in June of 2016.

## **Recommendation**

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

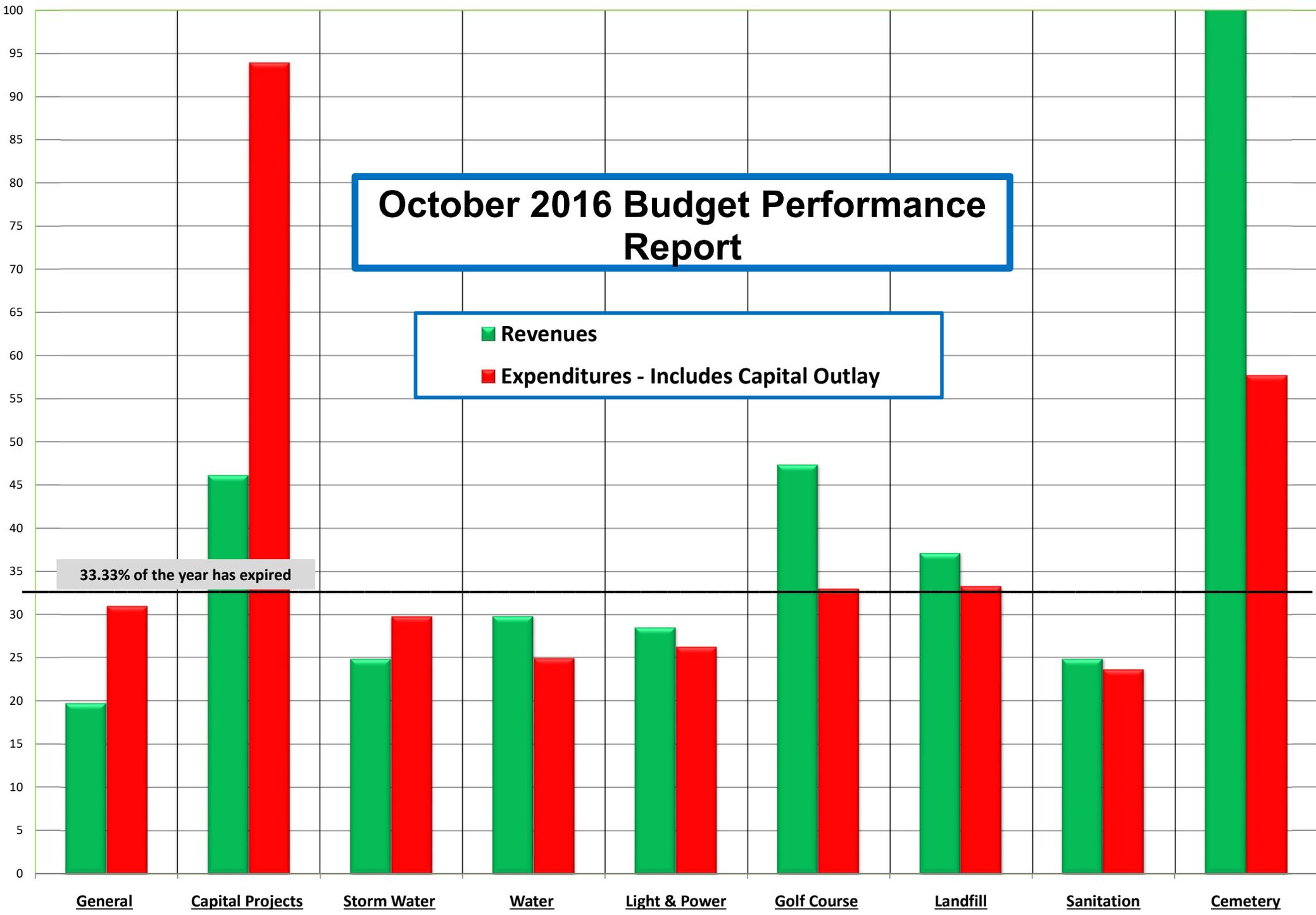
## **Attachments**

- October 2016 Fiscal YTD Revenue & Expense Report – FY2017

# October 2016 Budget Performance Report

■ Revenues  
■ Expenditures - Includes Capital Outlay

33.33% of the year has expired



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City of Bountiful, UT  
OCTOBER 2016 YTD REVENUE REPORT-FY2017

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FOR 2017 04

JOURNAL DETAIL 2017 1 TO 2017 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND	-16,629,878	-16,629,878	-3,304,946.25	-1,139,748.13	.00	-13,324,931.75	19.9%
30 DEBT SERVICE	-248,900	-248,900	-370.30	-.74	.00	-248,529.70	.1%
44 MUNICIPAL BUILDING AUTHORITY	-208,777	-208,777	-170,307.60	-168,974.81	.00	-38,469.40	81.6%
45 CAPITAL IMPROVEMENT	-6,373,560	-6,373,560	-2,948,790.51	-2,655,198.21	.00	-3,424,769.49	46.3%
48 RECYCLING	-418,250	-418,250	-102,610.87	-34,922.49	.00	-315,639.13	24.5%
49 STORM WATER	-1,375,404	-1,375,404	-343,757.04	-115,444.10	.00	-1,031,646.96	25.0%
51 WATER	-5,314,960	-5,314,960	-1,595,274.13	-446,207.96	.00	-3,719,685.87	30.0%
53 LIGHT & POWER	-29,670,903	-29,670,903	-8,511,607.01	-2,636,744.19	.00	-21,159,295.99	28.7%
55 GOLF COURSE	-1,614,578	-1,614,578	-767,047.23	-141,752.67	.00	-847,530.77	47.5%
57 LANDFILL	-1,224,964	-1,224,964	-457,340.09	-121,800.35	.00	-767,623.91	37.3%
58 SANITATION	-1,016,572	-1,016,572	-253,795.63	-89,377.89	.00	-762,776.37	25.0%
59 CEMETERY	-499,252	-499,252	-4,213,319.63	-4,085,250.25	.00	3,714,067.63	843.9%
61 COMPUTER MAINTENANCE	-38,619	-38,619	-38,466.78	-35.03	.00	-152.22	99.6%
63 LIABILITY INSURANCE	-528,054	-528,054	-356,179.58	-1,690.76	.00	-171,874.42	67.5%
64 WORKERS' COMP INSURANCE	-278,836	-278,836	-83,126.51	-21,171.97	.00	-195,709.49	29.8%
72 RDA REVOLVING LOAN FUND	-294,945	-294,945	-365,273.95	-20,384.12	.00	70,328.95	123.8%
73 REDEVELOPMENT AGENCY	-3,117,953	-3,117,953	-9,577.30	-3,328.55	.00	-3,108,375.70	.3%
74 CEMETERY PERPETUAL CARE	0	0	-18,420.15	-3,545.18	.00	18,420.15	100.0%
78 LANDFILL TRUST	0	0	-2,824.14	-764.19	.00	2,824.14	100.0%
83 RAP TAX	-451,000	-451,000	-85,683.03	-45,272.17	.00	-365,316.97	19.0%
92 OPEB TRUST	0	0	-3,625.63	-748.27	.00	3,625.63	100.0%
99 INVESTMENT	0	0	115,851.23	34,335.34	.00	-115,851.23	100.0%
GRAND TOTAL	-69,305,405	-69,305,405	-23,516,492.13	-11,698,026.69	.00	-45,788,912.87	33.9%

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

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City of Bountiful, UT  
OCTOBER 2016 YTD EXPENSE REPORT-FY2017

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FOR 2017 04

JOURNAL DETAIL 2017 1 TO 2017 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>10 GENERAL FUND</b>							
4110 Legislative	646,469	646,469	185,872.78	56,488.82	.00	460,596.22	28.8%
4120 Legal	457,235	457,235	91,766.58	25,908.30	.00	365,468.42	20.1%
4130 Executive	168,967	168,967	39,505.48	8,927.34	.00	129,461.52	23.4%
4134 Human Resources	133,664	133,664	40,254.89	8,194.86	.00	93,409.11	30.1%
4136 Information Technology	400,586	400,586	119,489.35	25,185.34	.00	281,096.65	29.8%
4140 Finance	403,479	403,479	131,059.25	25,603.63	.00	272,419.75	32.5%
4143 Treasury	295,694	295,694	92,431.99	7,213.43	.00	203,262.01	31.3%
4160 Government Buildings	131,695	131,695	53,248.28	7,709.97	.00	78,446.72	40.4%
4210 Police	5,961,923	5,961,923	1,700,439.12	437,422.46	.00	4,261,483.88	28.5%
4215 Reserve Officers	43,562	43,562	1,678.13	275.73	.00	41,883.87	3.9%
4216 Crossing Guards	143,649	143,649	32,652.05	14,937.74	.00	110,996.95	22.7%
4217 PROS	314,723	314,723	100,109.19	30,775.88	.00	214,613.81	31.8%
4218 Liquor Control	51,700	51,700	9,118.28	833.33	.00	42,581.72	17.6%
4219 Enhanced 911	595,000	595,000	177,663.25	50,432.92	.00	417,336.75	29.9%
4220 Fire	2,098,000	2,098,000	1,035,353.56	517,676.78	.00	1,062,646.44	49.3%
4410 Streets	3,135,085	3,135,085	878,335.87	316,909.95	.00	2,256,749.13	28.0%
4450 Engineering	653,211	653,211	181,478.24	41,555.29	.00	471,732.76	27.8%
4510 Parks	914,287	914,287	275,093.22	57,573.05	.00	639,193.78	30.1%
4610 Planning	222,251	222,251	66,594.58	14,236.06	.00	155,656.42	30.0%
TOTAL GENERAL FUND	16,771,180	16,771,180	5,212,144.09	1,647,860.88	.00	11,559,035.91	31.1%
<b>30 DEBT SERVICE</b>							
4710 Debt Sevice	248,900	248,900	257,136.96	257,030.65	.00	-8,236.96	103.3%
TOTAL DEBT SERVICE	248,900	248,900	257,136.96	257,030.65	.00	-8,236.96	103.3%
<b>44 MUNICIPAL BUILDING AUTHORITY</b>							
4110 Legislative	208,777	208,777	203.00	31.54	.00	208,574.00	.1%
4400 Municipal Building Authority	0	0	650,000.00	650,000.00	.00	-650,000.00	100.0%
TOTAL MUNICIPAL BUILDING AUTHORITY	208,777	208,777	650,203.00	650,031.54	.00	-441,426.00	311.4%
<b>45 CAPITAL IMPROVEMENT</b>							

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City of Bountiful, UT  
OCTOBER 2016 YTD EXPENSE REPORT-FY2017

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FOR 2017 04

JOURNAL DETAIL 2017 1 TO 2017 5

45	CAPITAL IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4100	Non-Departmental	0	0	6,117.53	1,472.12	.00	-6,117.53	100.0%
4110	Legislative	950,000	950,000	4,036,343.28	4,036,038.00	.00	-3,086,343.28	424.9%
4130	Executive	0	0	3,694.29	3,694.29	.00	-3,694.29	100.0%
4136	Information Technology	55,000	55,000	21,756.73	-2,443.98	.00	33,243.27	39.6%
4160	Government Buildings	25,000	25,000	.00	.00	.00	25,000.00	.0%
4210	Police	532,000	532,000	75,450.84	.00	.00	456,549.16	14.2%
4410	Streets	1,461,560	1,461,560	578,058.49	195,332.25	.00	883,501.51	39.6%
4510	Parks	3,250,000	3,250,000	1,178,324.21	711,629.45	.00	2,071,675.79	36.3%
	TOTAL CAPITAL IMPROVEMENT	6,273,560	6,273,560	5,899,745.37	4,945,722.13	.00	373,814.63	94.0%
<hr/>								
48	RECYCLING							
4800	Recycling	418,250	418,250	100,934.80	33,124.29	.00	317,315.20	24.1%
	TOTAL RECYCLING	418,250	418,250	100,934.80	33,124.29	.00	317,315.20	24.1%
<hr/>								
49	STORM WATER							
4900	Storm Water	1,375,403	1,375,403	411,353.83	241,619.01	.00	964,049.17	29.9%
	TOTAL STORM WATER	1,375,403	1,375,403	411,353.83	241,619.01	.00	964,049.17	29.9%
<hr/>								
51	WATER							
5100	Water	5,314,961	5,314,961	1,328,964.61	322,620.64	.00	3,985,996.39	25.0%
	TOTAL WATER	5,314,961	5,314,961	1,328,964.61	322,620.64	.00	3,985,996.39	25.0%
<hr/>								
53	LIGHT & POWER							
5300	Light & Power	29,670,903	29,670,903	7,794,654.39	2,270,903.63	.00	21,876,248.61	26.3%
	TOTAL LIGHT & POWER	29,670,903	29,670,903	7,794,654.39	2,270,903.63	.00	21,876,248.61	26.3%
<hr/>								
55	GOLF COURSE							

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City of Bountiful, UT  
OCTOBER 2016 YTD EXPENSE REPORT-FY2017

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FOR 2017 04

JOURNAL DETAIL 2017 1 TO 2017 5

55	GOLF COURSE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5500	Golf Course	1,614,577	1,614,577	533,971.37	176,335.32	.00	1,080,605.63	33.1%
	TOTAL GOLF COURSE	1,614,577	1,614,577	533,971.37	176,335.32	.00	1,080,605.63	33.1%
<hr/>								
57	LANDFILL							
5700	Landfill	1,224,964	1,224,964	408,932.97	118,000.67	.00	816,031.03	33.4%
	TOTAL LANDFILL	1,224,964	1,224,964	408,932.97	118,000.67	.00	816,031.03	33.4%
<hr/>								
58	SANITATION							
5800	Sanitation	1,016,572	1,016,572	240,908.18	60,367.75	.00	775,663.82	23.7%
	TOTAL SANITATION	1,016,572	1,016,572	240,908.18	60,367.75	.00	775,663.82	23.7%
<hr/>								
59	CEMETERY							
5900	Cemetery	499,253	499,253	288,719.95	60,944.58	.00	210,533.05	57.8%
	TOTAL CEMETERY	499,253	499,253	288,719.95	60,944.58	.00	210,533.05	57.8%
<hr/>								
61	COMPUTER MAINTENANCE							
6100	Computer Maintenance	38,619	38,619	4,652.40	2,077.27	.00	33,966.60	12.0%
	TOTAL COMPUTER MAINTENANCE	38,619	38,619	4,652.40	2,077.27	.00	33,966.60	12.0%
<hr/>								
63	LIABILITY INSURANCE							
6300	Liability Insurance	528,052	528,052	386,272.82	10,884.19	.00	141,779.18	73.2%
	TOTAL LIABILITY INSURANCE	528,052	528,052	386,272.82	10,884.19	.00	141,779.18	73.2%
<hr/>								
64	WORKERS' COMP INSURANCE							

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City of Bountiful, UT  
OCTOBER 2016 YTD EXPENSE REPORT-FY2017

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FOR 2017 04		JOURNAL DETAIL 2017 1 TO 2017 5						
64	WORKERS' COMP INSURANCE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6400	Workers' Comp Insurance	278,838	278,838	109,614.94	9,775.61	.00	169,223.06	39.3%
	TOTAL WORKERS' COMP INSURANCE	278,838	278,838	109,614.94	9,775.61	.00	169,223.06	39.3%
<hr/>								
72	RDA REVOLVING LOAN FUND							
7200	RDA Revolving Loans	294,945	294,945	775.19	203.37	.00	294,169.81	.3%
	TOTAL RDA REVOLVING LOAN FUND	294,945	294,945	775.19	203.37	.00	294,169.81	.3%
<hr/>								
73	REDEVELOPMENT AGENCY							
7300	Redevelopment Agency	3,117,953	3,117,953	165,276.14	20,985.17	.00	2,952,676.86	5.3%
	TOTAL REDEVELOPMENT AGENCY	3,117,953	3,117,953	165,276.14	20,985.17	.00	2,952,676.86	5.3%
<hr/>								
74	CEMETERY PERPETUAL CARE							
7400	Cemetery Perpetual Care	0	0	1,458,322.55	1,458,017.63	.00	-1,458,322.55	100.0%
	TOTAL CEMETERY PERPETUAL CARE	0	0	1,458,322.55	1,458,017.63	.00	-1,458,322.55	100.0%
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83	RAP TAX							
8300	RAP Tax	451,000	451,000	20,916.11	72.46	.00	430,083.89	4.6%
	TOTAL RAP TAX	451,000	451,000	20,916.11	72.46	.00	430,083.89	4.6%
<hr/>								
92	OPEB TRUST							
9200	OPEB Trust	0	0	24,501.87	6,133.32	.00	-24,501.87	100.0%
	TOTAL OPEB TRUST	0	0	24,501.87	6,133.32	.00	-24,501.87	100.0%
GRAND TOTAL		69,346,707	69,346,707	25,298,001.54	12,292,710.11	.00	44,048,705.46	36.5%

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

# City Council Staff Report

**Subject: Public Notice of City Council's Meeting Schedule**  
**Author: Gary Hill, City Manager**  
**Date: 13 December 2016**

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## **Background**

Under Section 52-4-202 of the Utah Code (in the Open & Public Meetings Act), the City Council “shall give public notice at least once each year of its annual meeting schedule,” and “shall specify the date, time, and place of the scheduled meetings.”

## **Analysis**

The City Council can meet when it wants to. In the 1980s and 1990s it met every Wednesday. For the last fifteen years or so it has met on the second and fourth Tuesdays, which can be changed at the Council's discretion.

The Public Notice given here announces that Bountiful City Council meetings “shall take place the second and fourth Tuesdays of each month.” However, it notes that there will be no meetings on November 21<sup>st</sup> and December 26<sup>th</sup>.

## **Department Review**

This Public Notice has been reviewed by the City Manager and the City Attorney.

## **Significant Impacts**

There are no significant impacts from this action.

## **Recommendation**

It is recommended that the City Council approve the Public Notice of Bountiful City Council Meetings in 2017, and meet on the second and fourth Tuesdays of each month.

## **Attachments**

The Public Notice of Bountiful City Council Meetings in 2017.

## **PUBLIC NOTICE**

Pursuant to UCA 52-4-6, the City of Bountiful hereby gives public notice of its annual meeting schedule for 2016. Regular meetings of the City Council shall take place the second and fourth Tuesdays of each month. All City Council meetings shall be held in the Council Chambers at City Hall, 790 South 100 East, Bountiful, Utah, unless otherwise advertised. The meetings will begin promptly at 7:00 p.m.

Some meetings will have a work session beginning at 6:00 p.m., which is open to the public.

The City Council may meet as a Redevelopment Agency Board of Directors. These meetings shall take place in the City Council Chambers at City Hall, and shall begin after City Council meeting as needed, unless otherwise advertised.

The Council will not meet on November 21 or December 26.

All meetings of the City Council shall be open to the public, and the public is invited to attend the meetings of the City Council and the Redevelopment Agency, except where the City Council or Redevelopment Agency Board meet in Closed Session upon proper public notice and for the purposes outlined in UCA 52-4-5.

In addition to the above scheduled regular meetings, the City Council may, from time to time, meet in special session as needed, and such meetings will be advertised by legal notice to the public in accordance with UCA 52-4-6.

Dated this 13<sup>th</sup> day of December, 2016.

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Gary R. Hill  
City Manager

# City Council Staff Report



**Subject: Reestablishment of Bountiful City Historic Preservation Commission**

**Author: Clinton Drake**

**Department: Legal**

**Date: December 13, 2016**

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## **Background**

The Bountiful Historic Preservation Commission was established by ordinance in 1988. A private historical society called the Bountiful Historic Preservation Foundation was organized in the early 2000's. Because the memberships and goals of the two organizations were nearly identical, in 2014, the Bountiful City Council passed an Ordinance repealing the Bountiful Historic Preservation Commission. Since repealing the Ordinance, it has come to the attention of City Staff that certain federal grants are only available to Certified Local Governments. A Certified Local Government is a city or county that has been certified as eligible to apply for federal grants for historic preservation. Bountiful City was a Certified Local Government until the Ordinance was repealed in 2014.

## **Analysis**

In order to become a Certified Local Government, a City must pass a historic preservation ordinance and appoint an historic preservation commission. Cities are encouraged to fill at least two positions on a Certified Local Government with "professionals". For the purposes of historic preservation commissions, the Utah Division of State History defines professionals as "people who have a college degree or professional training as an historian, architect, architectural historian, or archaeologist."

A historic preservation commission is not mandated by State law but in order to be eligible for federal grant funds administered by the Utah Division of State History the City must have one. During the 2016-2017 grant year the Utah Division of State History awarded more than \$175,000 in matching grants to 20 Certified Local Governments. The smallest grant award was \$1,250 which was awarded to Taylorsville City for professional service costs associated with research, design and publication of a power point presentation to be made available to high school and community college instructors for use in the classroom. The largest grant award was to Salt Lake City for costs associated with hosting an onsite seminar and attendance to a national, regional or local conference related to historic preservation. The majority of the grants awarded were for \$10,000 for rehabilitation work on National Register-Listed buildings.

The Historic Commission ordinance is nearly identical to the prior ordinance. The primary role of the Commission will be to promote the preservation of the City's history and recommend to the City Council means for accomplishing this.

Membership for the Commission will be as follows:

- Bountiful Mayor (ex-officio)
- One Councilmember
- Two professionals in the field of archeology, history, planning, etc., to extent they are available
- Two residents at large

With the exception of the Mayor and Councilmember, no two members may serve on the same board, commission or other leadership position within another organization while serving on the Commission. This is intended to avoid conflicts of interest.

### **Department Review**

This staff report was prepared by the City Attorney and reviewed by the City Manager.

### **Significant Impacts**

None.

### **Recommendation**

It is recommended that the City Council approve the Ordinance Reestablishing a Bountiful City Historic Preservation Commission.

### **Attachments**

Ordinance 2016-13 Reestablishing the Bountiful City Historic Preservation Commission

## Chapter 2: Bountiful Historic Preservation Commission

### **3-2-101. Historic Preservation Ordinance.**

### **3-2-102. Purpose.**

### **3-2-103. Historic Preservation Commission.**

### **3-2-104. Powers and Duties of Commission.**

### **3-2-105. Meetings and Notification.**

### **3-2-106. Survey and Inventory.**

### **3-2-107. Demolition - Notification**

### **3-2-108. Enforcement and Penalties.**

### **3-2-101. Historic Preservation Ordinance.**

This Ordinance shall be known and may be cited as the "Historic Preservation Ordinance".

### **3-2-102. Purpose.**

Recognizing that the historical heritage of this City is among its most valued and important assets, it is the intent of this Ordinance to provide for the preservation, protection and enhancement of its history. This preservation, protection and enhancement shall include, but not be limited to, the written and visual history of Bountiful, its early settlers and its historic sites, the planning for and celebration of important historical events relating to Bountiful's history, the education of all segments of the community so that Bountiful's history can be fully and properly appreciated, and the establishment of a repository for items, artifacts, and other materials which have historical significance to the City of Bountiful. The purpose of the Ordinance shall also be to establish a Committee which shall recommend to the City Council necessary and desirable protection of historic areas and sites within the community.

### **3-2-103. Historic Preservation Commission.**

(a) Commission, Members and Appointment. There is created a Historic Preservation Commission, which shall be an advisory body of and shall report to the City Council of Bountiful. The Commission shall be composed of six (6) members appointed by the Mayor with the advice and consent of the City Council. One of the members shall always be the Mayor, who shall be an ex-officio member; one (1) of the members shall always be a member of the City Council; two (2) members shall be professional members from the disciplines of history, archaeology, planning, urban planning, American studies, American civilization, cultural geography, cultural anthropology, to the extent that such professionals are available in the City, and two (2) members shall be residents at large. With exception of the Mayor and City Council Member on the Commission, two or more members of the Commission shall not serve on the same board, commission or other leadership position within another organization while serving on the Commission.

(b) Terms. The term of each member of the Commission, with the exception of the Mayor and City Council member on the Commission, shall be for four (4) years. Initial members of the Commission shall be staggered as determined by the Mayor with the advice and consent of the City Council.

(c) Advisory Body. The Historic Preservation Commission shall be an advisory body of, and shall report to, the City Council.

### **3-2-104. Powers and Duties of the Commission.**

The Commission shall have the following duties:

- (a) Conduct research and collect information on the history of Bountiful, including the establishment of a repository for important documents, artifacts and other items of historical significance.
- (b) Provide a written history of the City of Bountiful, as well as an historical program which outlines Bountiful's history for various age groups in the community. This may include, but not be limited to, the use of written summaries of history, visual exhibits, video tapes, displays, and other media.
- (c) Increase the awareness of Bountiful's history through the commemoration of historical events.
- (d) Designate entries on the Utah State Register of Historic and Cultural sites and recommend to the State Historic Preservation Officer nominations for the National Register of Historic places, utilizing the criteria for evaluation from the National Register.
- (e) Attend at least one informational or educational meeting each year, sponsored by the State Historic Preservation Office, pertaining to the work and functions of the Commission or to historic preservation.
- (f) Submit an annual report of the activities of the Commission to the State Historic Preservation Office and to the City Council.
- (g) Review all proposed National Register nominations for properties within the boundaries of the City.
- (h) Conduct or cause to be conducted a survey of cultural resources in the City which in form and content will be compatible to the Utah inventory of historic and archaeological sites.
- (i) Act in an advisory role to other officials and departments of the City regarding the protection of local cultural resources and shall act as a liaison on behalf of the City to individuals and organizations within the City concerned with historic preservation.

**3-2-105. Meetings and Notification.**

- (a) The Commission shall provide for adequate public participation in the historic preservation programs, including the process of recommending properties for nomination to the National Register.
- (b) Commission meetings shall occur at regular intervals, and at least twice a year.
- (c) Minutes of all decisions, actions of the Commission, including the reasons for making those decisions shall be kept on file and available for public inspection.
- (d) Rules of procedure adopted by the Commission shall be available for public inspection.

**3-2-106. Survey and Inventory.**

- (a) The Commission shall initiate or continue an approved process to identify historic properties within the City.
- (b) A detailed inventory of the designated districts, sites, and/or structures within Bountiful City shall be maintained.
- (c) The inventory material shall be compatible with the Utah state-wide inventory of historic and archaeological sites and shall be made accessible to the public except where restrictions have been made

for archaeological sites.

(d) The inventory shall be updated periodically and made available through duplicates at the State Historic Preservation Office and shall be able to be readily integrated into State-wide comprehensive historic preservation planning and other appropriate planning process.

**3-2-107. Demolition - Notification**

If a historic site is to be demolished or extensively altered, efforts will be made to document its physical appearance before that action takes place.

(a) The City will delay issuing a demolition permit for a maximum of one week and will notify a member of the Historic Preservation Commission, which will take responsibility for the documentation.

(b) Documentation will include, at minimum, exterior photographs (both black-and-white and color) of all elevations of the historic building. When possible, both exterior and interior measurements of the building will be made in order to provide an accurate floor-plan drawing of the building.

(c) The demolition permit may be issued after one week of the initial application whether or not the Commission has documented the building. The permit may be issued earlier if the Commission completes its documentation before the one-week deadline.

(d) The documentation will be kept in the City's files, which are open to the public.

**3-2-109. Enforcement and Penalties.**

It is unlawful to:

(a) Enter on City lands owned or controlled by the City or which have been designated as landmarks pursuant to this Ordinance for the purpose of appropriating, injuring or destroying a specimen without a permit from the Division of State history or the City.

(b) To appropriate, injure or destroy any site or specimen situated on lands or controlled by the City, or which have been designated as landmarks pursuant to this Ordinance.

(c) To reproduce, re-work or forge any specimen or make any object, whether copied or not, or falsely label, describe, identify or offer for sale or exchange any object with intent to represent the same as an original and genuine specimen, nor shall any person offer for sale or exchange any object with knowledge that it was collected or excavated in violation of this Ordinance.

The Historic Commission ordinance is nearly identical to the prior ordinance. The primary role of the Commission will be to promote the preservation of the City's history and recommend to the City Council means for accomplishing this.

Membership for the Commission will be as follows:

- Bountiful Mayor (ex-officio)
- One Councilmember
- Two professionals in the field of archeology, history, planning, etc., to extent they are available
- Two residents at large

With the exception of the Mayor and Councilmember, no two members may serve on the same board, commission or other leadership position within another organization while serving on the Commission. This is intended to avoid conflicts of interest.

#### **Department Review**

This staff report was prepared by the City Attorney and reviewed by the City Manager.

#### **Significant Impacts**

None.

#### **Recommendation**

It is recommended that the City Council approve the Ordinance Reestablishing a Bountiful City Historic Preservation Commission.

#### **Attachments**

Ordinance 2016-13 Reestablishing the Bountiful City Historic Preservation Commission



# BOUNTIFUL

City of Beautiful Homes and Gardens

MAYOR  
Randy Lewis  
CITY COUNCIL  
Richard Higginson  
Beth Holbrook  
Kendalyn Harris  
John Marc Knight  
John Pitt  
CITY MANAGER  
Gary R. Hill

## Bountiful City Ordinance No. 2016-13

### AN ORDINANCE AMENDING BOUNTIFUL CITY MUNICIPAL CODE TITLE 3 BY

**WHEREAS**, in 1988 the Bountiful City Historic Preservation Commission was established by ordinance; and

**WHEREAS**, cities that have a Historic Preservation Commission are considered Certified Local Governments by the Utah Division of State History; and

**WHEREAS**, the Historic Preservation Commission functioned within the City until 2014 when it was determined that, due to citizen and private organization interest and assistance with historical matters within the City, it was no longer necessary to have an Historic Preservation Commission and the ordinance was repealed; and

**WHEREAS**, the City has recently been informed that Certified Local Governments are eligible to apply for and receive federal grants for historic preservation through the Utah Division of State History; and

**WHEREAS**, as part of a voluntary mitigation agreement with the Utah Division of State History the City desires to and agrees to re-establish the Bountiful City Historic Preservation Commission by ordinance; and

**WHEREAS**, the City Council finds it in the best interest of the City and the general health, safety and welfare of the public that this Ordinance should be passed;

**NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE BOUNTIFUL CITY COUNCIL AS FOLLOWS:**

**Section 1. Ordinance Amendment.** Title 3 of the Bountiful City Municipal Code is hereby amended to re-establish the Bountiful City Historic Commission as follows:

#### **Chapter 2: Bountiful Historic Preservation Commission**

**3-2-101. Historic Preservation Ordinance.**

**3-2-102. Purpose.**

**3-2-103. Historic Preservation Commission.**

**3-2-104. Powers and Duties of Commission.**

**3-2-105. Meetings and Notification.**

**3-2-106. Survey and Inventory.**

**3-2-107. Demolition - Notification**

**3-2-108. Enforcement and Penalties.**

**3-2-101. Historic Preservation Ordinance.**

This Ordinance shall be known and may be cited as the "Historic Preservation Ordinance".

**3-2-102. Purpose.**

Recognizing that the historical heritage of this City is among its most valued and important assets, it is the intent of this Ordinance to provide for the preservation, protection and enhancement of its history. This preservation, protection and enhancement shall include, but not be limited to, the written and visual history of Bountiful, its early settlers and its historic sites, the planning for and celebration of important historical events relating to Bountiful's history, the education of all segments of the community so that Bountiful's history can be fully and properly appreciated, and the establishment of a repository for items, artifacts, and other materials which have historical significance to the City of Bountiful. The purpose of the Ordinance shall also be to establish a Committee which shall recommend to the City Council necessary and desirable protection of historic areas and sites within the community.

**3-2-103. Historic Preservation Commission.**

(a) Commission, Members and Appointment. There is created a Historic Preservation Commission, which shall be an advisory body of and shall report to the City Council of Bountiful. The Commission shall be composed of six (6) members appointed by the Mayor with the advice and consent of the City Council. One of the members shall always be the Mayor, who shall be an ex-officio member; one (1) of the members shall always be a member of the City Council; two (2) members shall be professional members from the disciplines of history, archaeology, planning, urban planning, American studies, American civilization, cultural geography, cultural anthropology, to the extent that such professionals are available in the City, and two (2) members shall be residents at large. With exception of the Mayor and City Council Member on the Commission, two or more members of the Commission shall not serve on the same board, commission or other leadership position within another organization while serving on the Commission.

(b) Terms. The term of each member of the Commission, with the exception of the Mayor and City Council member on the Commission, shall be for four (4) years. Initial members of the Commission shall be staggered as determined by the Mayor with the advice and consent of the City Council.

(c) Advisory Body. The Historic Preservation Commission shall be an advisory body of, and shall report to, the City Council.

**3-2-104. Powers and Duties of the Commission.**

The Commission shall have the following duties:

- (a) Conduct research and collect information on the history of Bountiful, including the establishment of a repository for important documents, artifacts and other items of historical significance.
- (b) Provide a written history of the City of Bountiful, as well as an historical program which outlines Bountiful's history for various age groups in the community. This may include, but not be limited to, the use of written summaries of history, visual exhibits, video tapes, displays, and other media.
- (c) Increase the awareness of Bountiful's history through the commemoration of historical events.
- (d) Designate entries on the Utah State Register of Historic and Cultural sites and recommend to the State Historic Preservation Officer nominations for the National Register of Historic places, utilizing the criteria for evaluation from the National Register.
- (e) Attend at least one informational or educational meeting each year, sponsored by the State Historic Preservation Office, pertaining to the work and functions of the Commission or to historic preservation.
- (f) Submit an annual report of the activities of the Commission to the State Historic Preservation Office and to the City Council.
- (g) Review all proposed National Register nominations for properties within the boundaries of the City.
- (h) Conduct or cause to be conducted a survey of cultural resources in the City which in form and content will be compatible to the Utah inventory of historic and archaeological sites.
- (i) Act in an advisory role to other officials and departments of the City regarding the protection of local cultural resources and shall act as a liaison on behalf of the City to individuals and organizations within the City concerned with historic preservation.

**3-2-105. Meetings and Notification.**

- (a) The Commission shall provide for adequate public participation in the historic preservation programs, including the process of recommending properties for nomination to the National Register.
- (b) Commission meetings shall occur at regular intervals, and at least twice a year.
- (c) Minutes of all decisions, actions of the Commission, including the reasons for making those decisions shall be kept on file and available for public inspection.
- (d) Rules of procedure adopted by the Commission shall be available for public inspection.

**3-2-106. Survey and Inventory.**

- (a) The Commission shall initiate or continue an approved process to identify historic properties within the City.
- (b) A detailed inventory of the designated districts, sites, and/or structures within Bountiful City shall be maintained.
- (c) The inventory material shall be compatible with the Utah state-wide inventory of historic and archaeological sites and shall be made accessible to the public except where restrictions have been made for archaeological sites.
- (d) The inventory shall be updated periodically and made available through duplicates at the State Historic Preservation Office and shall be able to be readily integrated into State-wide comprehensive historic preservation planning and other appropriate planning process.

**3-2-107. Demolition - Notification**

If a historic site is to be demolished or extensively altered, efforts will be made to document its physical appearance before that action takes place.

- (a) The City will delay issuing a demolition permit for a maximum of one week and will notify a member of the Historic Preservation Commission, which will take responsibility for the documentation.
- (b) Documentation will include, at minimum, exterior photographs (both black-and-white and color) of all elevations of the historic building. When possible, both exterior and interior measurements of the building will be made in order to provide an accurate floor-plan drawing of the building.
- (c) The demolition permit may be issued after one week of the initial application whether or not the Commission has documented the building. The permit may be issued earlier if the Commission completes its documentation before the one-week deadline.
- (d) The documentation will be kept in the City's files, which are open to the public.

**3-2-109. Enforcement and Penalties.**

It is unlawful to:

- (a) Enter on City lands owned or controlled by the City or which have been designated as landmarks pursuant to this Ordinance for the purpose of appropriating, injuring or destroying a specimen without a permit from the Division of State history or the City.
- (b) To appropriate, injure or destroy any site or specimen situated on lands or controlled by the

City, or which have been designated as landmarks pursuant to this Ordinance.

(c) To reproduce, re-work or forge any specimen or make any object, whether copied or not, or falsely label, describe, identify or offer for sale or exchange any object with intent to represent the same as an original and genuine specimen, nor shall any person offer for sale or exchange any object with knowledge that it was collected or excavated in violation of this Ordinance.

**Section 2. Effective Date.** This Ordinance shall become effective immediately upon adoption.

**Adopted by the City Council of Bountiful, Utah, this 13th day of December, 2016.**

---

Randy C. Lewis, Mayor

Attest:

---

Shawna Andrus, City Recorder

# Council Staff Report



**Subject:** Preliminary and Final Site Plan Review for 60-unit multifamily development  
**Author:** Chad Wilkinson, City Planner  
**Address:** 830 North 500 West  
**Date:** December 13, 2016

## Description of Request:

The applicants, Greg Flint and James Horne, are requesting preliminary and final site plan approval for a 60 unit multifamily development. The property was recently the subject of a zone change to RM-19 which allows multifamily development subject to site plan review and approval by the Planning Commission and City Council.

## Background and Analysis:

The property is located at the "S"-Curve intersection of 1000 North and Highway 89/500 West. The property is surrounded by Single Family residential zoning and use to the north and east, a cabinet manufacturing use and storage to the north, an existing bar use to the west and multifamily residential to the south. The property directly to the northeast is currently used as a facility for the Davis School District. The proposed development is an extension of the Carrington Place apartment complex to the south.

The development is located on four existing parcels totaling approximately 3.15 acres. Prior to issuance of building permit, these four parcels will need to be consolidated to avoid structures crossing property lines. The applicant is also proposing a minor parcel adjustment with the existing development in order to meet density for the property.

Access to the project will be via a new driveway on 1000 North and a shared access with the existing apartments to the south. The applicant has made changes to the site plan requested in the conditions of approval from the Planning Commission in order to address parking setbacks and ADA parking.

The proposed structures are two stories and are less than the 35 foot maximum height for buildings in the RM-19 zone. The applicant has revised the site plan as requested by the Commission and the buildings all now meet the required setbacks for the zone.

The applicant proposes a mix of brick, stucco, and siding materials for the buildings. The applicant has provided revised elevations to meet the conditions of the Planning Commission and the minimum standards of the Code which limit the use of stucco and siding to 50 percent of the building elevations. The proposed buildings show private outdoor space in the form of balconies for upper units and patios for lower units as required by Code.

The submitted landscape plan shows the minimum 40 percent landscaping required by Code. A final landscape and irrigation plan meeting the requirements of Chapter 16 of the

Land Use Ordinance and prepared by a licensed landscape architect will be required prior to building permit issuance.

Storm water will be detained in two detention ponds on the west side of the property and will connect to an existing 15 inch storm drain in 1000 North. Water and sewer plans have been reviewed by the City Engineer with minor redlines required in order to meet City standards.

### **Department Review**

This proposal has been reviewed by the Engineering, Power, and Planning Departments and by the Fire Marshall.

### **Significant Impacts**

The development will have some impacts on traffic in the area. However, the property was previously developed as a trailer park and therefore the net impacts to traffic are expected to be minimal.

### **Recommended Action**

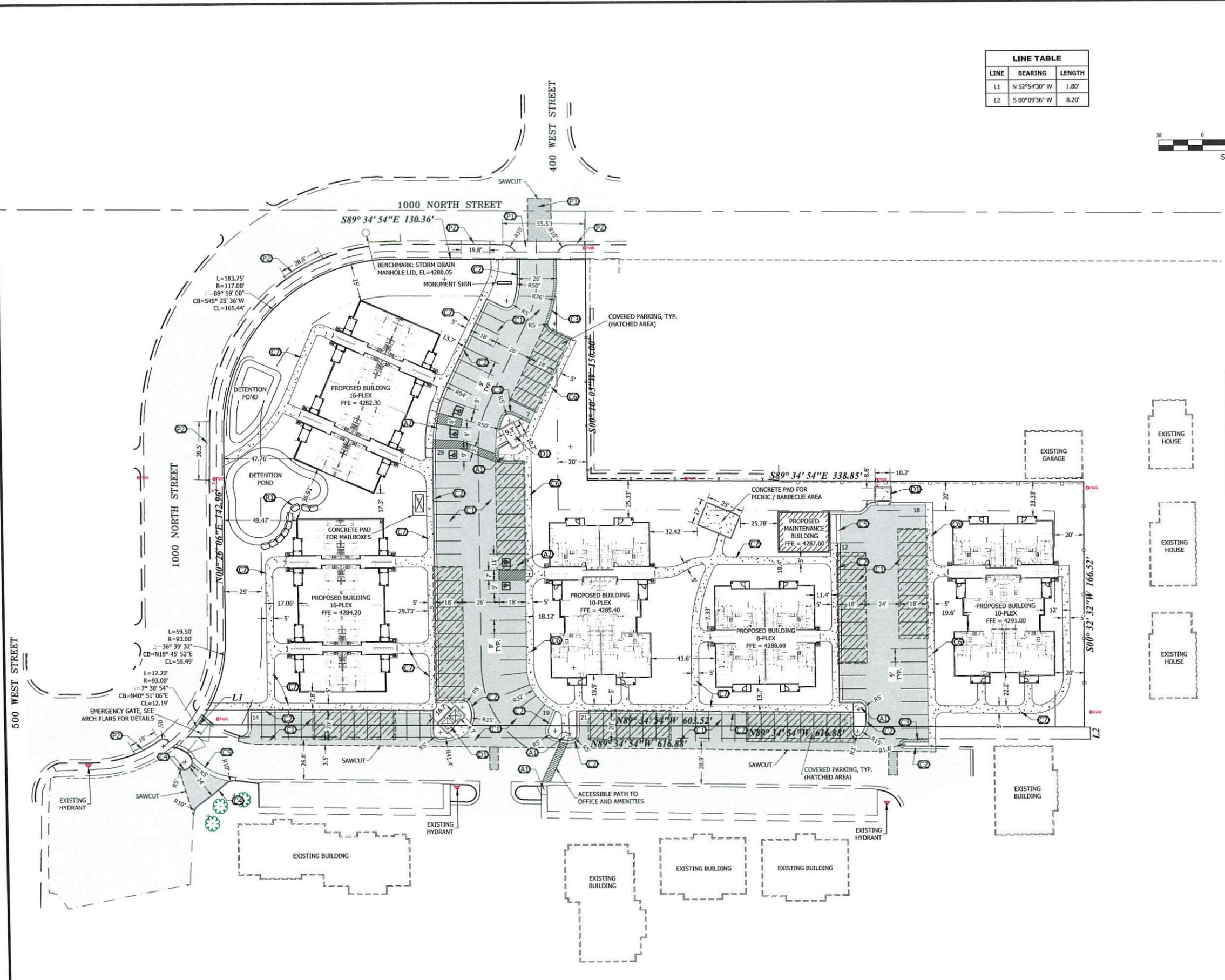
The Planning Commission recommends approval of the request for preliminary and final site plan review subject to the following conditions:

1. Complete any and all redline corrections.
2. Prior to issuance of a building permit, complete the following:
  - a. Consolidate the parcels and complete any proposed parcel boundary adjustments.
  - b. Submit a final landscape plan meeting the requirements of Chapter 16 of the Bountiful City Zoning Ordinance.
  - c. Any modifications required by conditions of the Planning Commission and City Council.

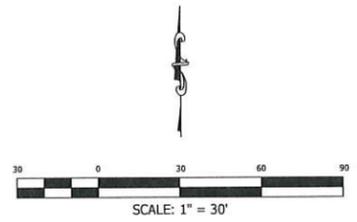
### **Attachments**

1. Aerial photo
2. Site and utility plans
3. Building elevations





LINE TABLE		
LINE	BEARING	LENGTH
L1	N 52°54'30" W	1.80'
L2	S 00°09'36" W	8.20'



AREA TABULATION			
	sq. ft.	Acres	%
BUILDING	35,142	0.81	25.60%
IMPROVEMENTS	46,195	1.06	33.65%
LANDSCAPE	55,948	1.28	40.75%
TOTAL	137,285	3.15	100.00%

PARKING REQUIREMENTS	
32 (1 BEDROOM) X 1.75 = 56 STALLS	
28 (2 BEDROOM) X 2.25 = 63 STALLS	
PARKING STALLS REQUIRED = 119 STALLS	
PARKING STALLS PROVIDED = 120 STALLS TOTAL	
(COVERED STALLS PROVIDED = 60 STALLS)	
(ADA STALLS PROVIDED = 5 STALLS)	

- SYMBOL LEGEND**
- (A) ASPHALT & BASE PER DETAIL C-1, SHEET C-900
  - (B) 24" CONCRETE HIGH-BACK CATCH CURB & GUTTER PER DETAIL C-2, SHEET C-900
  - (C) 24" CONCRETE HIGH-BACK RELEASE CURB & GUTTER PER DETAIL C-2, SHEET C-900
  - (D) 6" CURB WALL PER DETAIL C-3, SHEET C-900
  - (E) 36" CONCRETE WATERWAY PER DETAIL C-4, SHEET C-900
  - (F) THICKENED EDGE SIDEWALK PER DETAIL C-5, SHEET C-900
  - (G) CONCRETE SIDEWALK PER DETAIL C-6, SHEET C-900
  - (H) ADA SIDEWALK RAMP PER DETAIL A-1, SHEET C-900
  - (I) ADA SIDEWALK RAMP, SIGN AND PARKING AREA PER DETAIL A-2 & A-3, SHEET C-900
  - (J) DUMPSTER PAD AND APRON PER DETAIL D-1, SHEET C-900
  - (K) ROCK RETAINING WALL PER DETAIL R-1, SHEET C-900
  - (L) CONCRETE DRIVE APPROACH PER BOUNTIFUL CITY STANDARDS
  - (M) 24" CONCRETE CURB & GUTTER PER BOUNTIFUL CITY STANDARDS
  - (N) PATCH EXISTING ASPHALT PER BOUNTIFUL CITY STANDARDS
- ALL ITEMS WITHIN THE PUBLIC RIGHT-OF-WAY TO CONFORM TO THE RIGHT-OF-WAY OWNER'S STANDARDS & SPECIFICATIONS.

**ACCESSIBLE AREA CONSTRAINTS**

ALL ACCESSIBLE AREAS ARE TO MAINTAIN THE FOLLOWING MAXIMUM SLOPES AND TOLERANCES:

ACCESSIBLE PARKING:  
 MAXIMUM SLOPE OF 1:48 (2%) THROUGHOUT.

ACCESSIBLE ROUTE:  
 MINIMUM WIDTH OF 48". MAXIMUM SLOPE OF 1:20 (5%) ALONG THE ROUTE, MAXIMUM CROSS-SLOPE OF 1:48 (2%).

ACCESS ROUTE TURNAROUNDS:  
 A CLEAR 60" TURNING DIAMETER, MAXIMUM SLOPE OF 1:48 (2%) IN ANY DIRECTION.

LEVEL LANDING / EXTERIOR DOOR LANDING:  
 MINIMUM SIZE OF 60"x60". MAXIMUM SLOPE OF 1:48 (2%) IN ANY DIRECTION.

ACCESSIBLE EGRESS TO PUBLIC WAY:  
 MAXIMUM SLOPE OF 1:20 (5%) ALONG THE ROUTE, MAXIMUM CROSS-SLOPE OF 1:48 (2%).

ADA ACCESS RAMPS:  
 MAXIMUM SLOPE OF 1:12 (8.33%), WITH A MAXIMUM CROSS-SLOPE OF 2%. THE TRANSITION BETWEEN ASPHALT AND CONCRETE IS NOT TO EXCEED 1/2" VERTICAL (1/4" IF BEVELED).

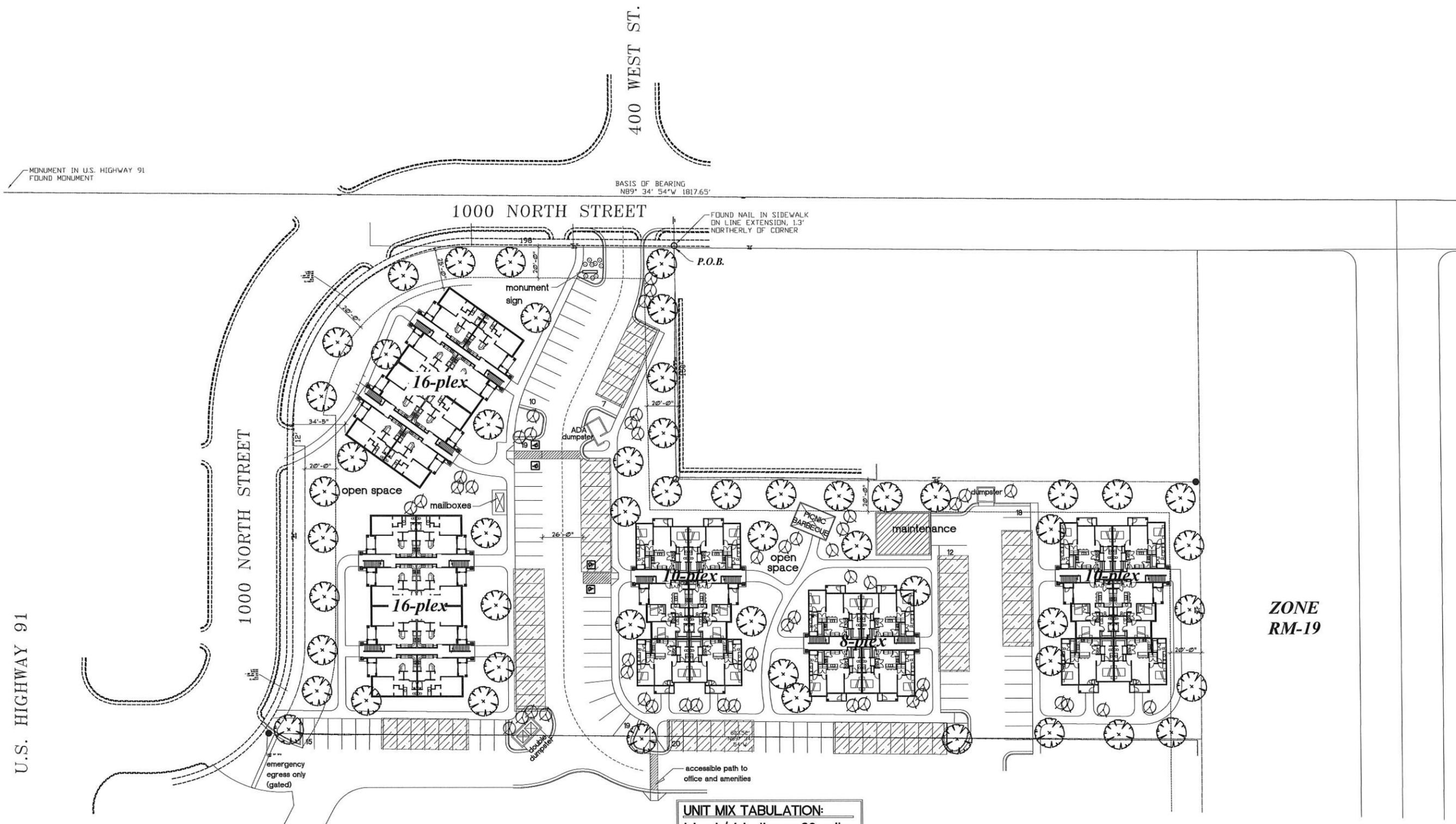
181 North 200 West, Suite #4  
 Bountiful, Utah 84010  
 Phone 801-298-2236



**CARRINGTON PLACE PHASE II**

830 NORTH 500 WEST  
 LOCATED IN THE NORTHWEST 1/4 OF SECTION 19, T.2N., R.1E., S.1&R.&M.  
 BOUNTIFUL CITY, DAVIS COUNTY, UTAH

DESCRIPTION	DATE
DRAWN: JKS	12/06/2016
APPYD: STA	12/06/2016
PROJECT: 1341001	
1341001 CONST.dwg	
<b>C400</b>	
SITE PLAN	



U.S. HIGHWAY 91

1000 NORTH STREET

400 WEST ST.

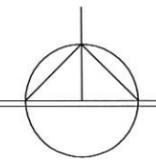
1000 NORTH STREET

**CARRINGTON PLACE APARTMENTS -  
EXISTING PHASE**

**SITE PLAN - SCHEME 60**

SCALE: 1" = 30'-0"

REVISED: 5 DEC 2016



**UNIT MIX TABULATION:**

1-bed / 1-bath	32 units
2-bed / 2-bath	28 units
total apts:	60 units

**PARKING TABULATION:**

apartments	60 units
parking provided:	
* carport stalls	60
* surface stalls	60
total parking:	120 stalls
ratio:	2.0 stalls/unit

**DENSITY TABULATION:**

residential area:	3.02 acres
no. of units:	60 units
density:	19.87 units / acre

**ZONE  
RM-19**



**MAIN ELEVATION - BLDG. 'A' 16-PLEX**

SCALE: 3/16" = 1'-0"

**55% BRICK**

ELEV

SCAL

PROJECT/OWNER

CARRINGTON PLACE APTS  
PHASE II

1000 NORTH / 500 WEST  
BOUNTIFUL, UTAH  
JAMES HORNE

ARCHITECT

architecture

2033 dan drive  
layton, utah 84040  
(801) 593-9338  
(801) 593-9328 FAX



REVISION DATE

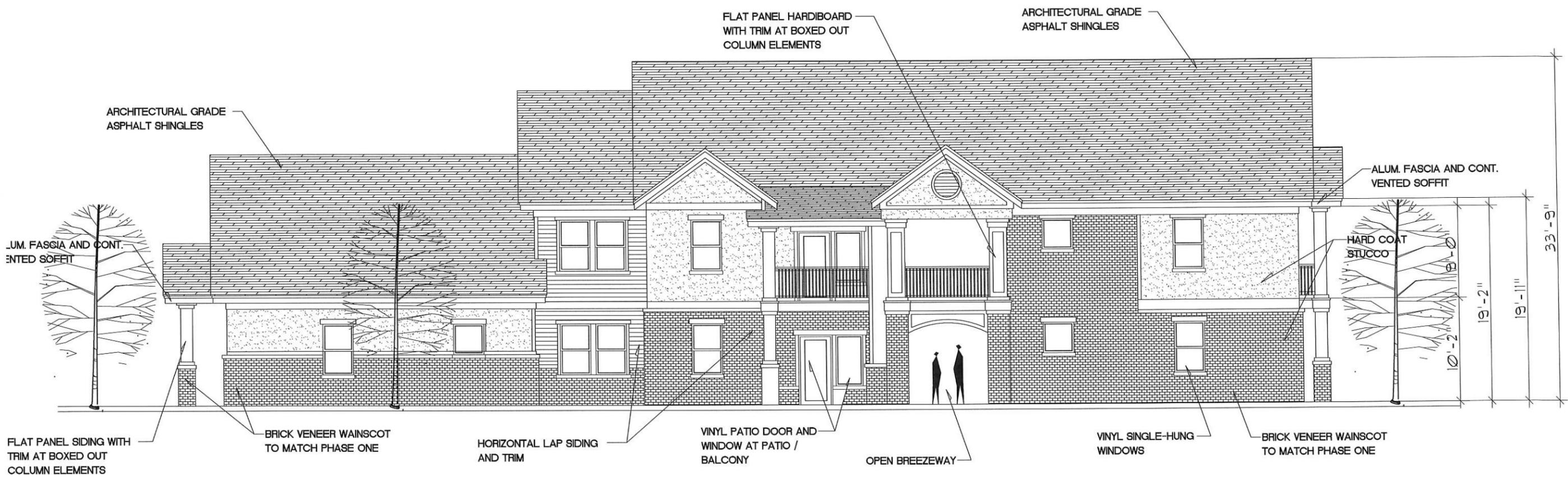
6 DEC 2016

DATE

11 NOV 2016

SHEET NUMBER

**A2.4**



# MAIN ELEVATION - BLDG. 'B' 10-PLEX

SCALE: 3/16" = 1'-0"

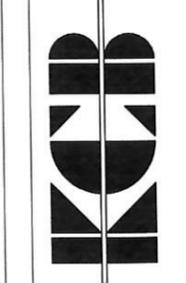
54% BRICK

ELEVATION  
SCALE:

PROJECT/OWNER  
CARRINGTON PLACE APTS  
PHASE II  
1000 NORTH / 500 WEST  
BOUNTIFUL, UTAH  
JAMES HORNE

ARCHITECT

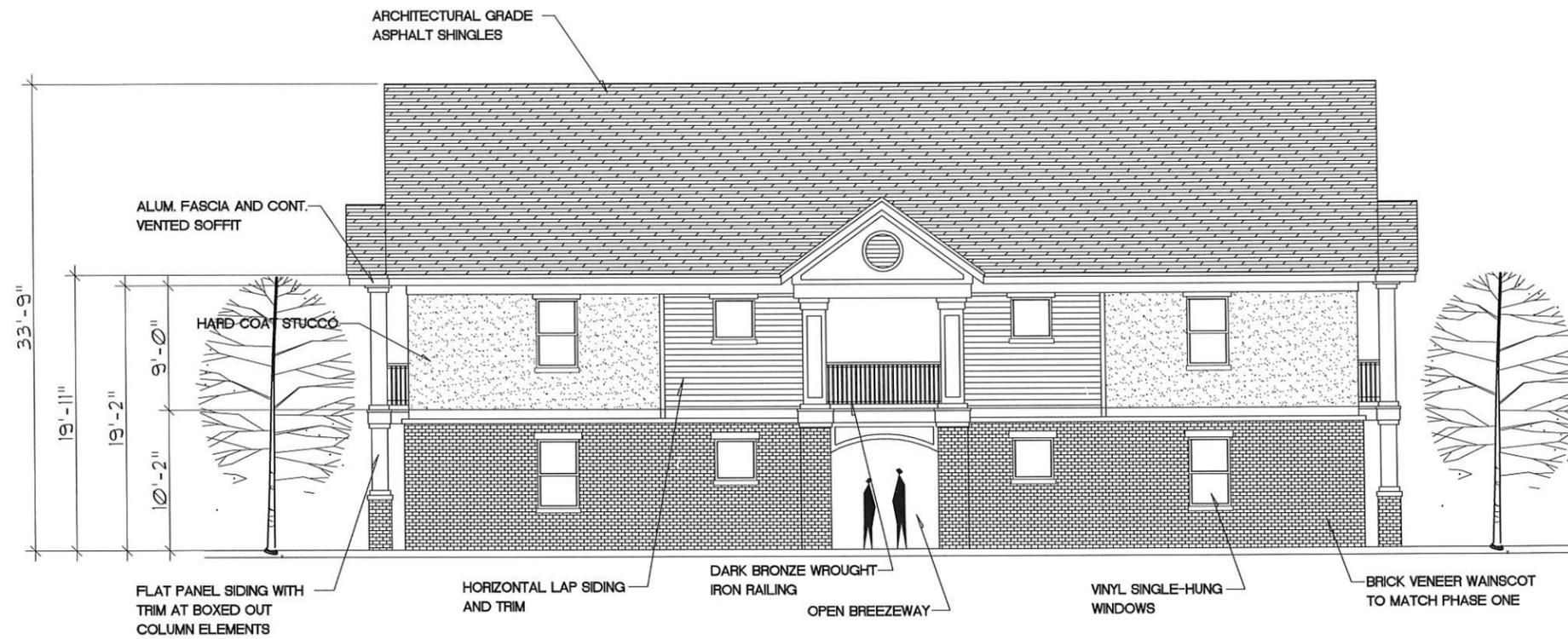
architecture  
2033 dan drive  
layton, utah 84040  
(801) 593-9338  
(801) 593-9328 FAX



REVISION DATE  
6 DEC 2016

DATE  
11 NOV 2016

SHEET NUMBER  
A3.4



**ENTRY ELEVATION - BLDG. 'C' 8-PLEX**

SCALE: 3/16" = 1'-0"

54% BRICK



**SIDE ELEVATION - BLDG. 'C' 8-PLEX**

SCALE: 3/16" = 1'-0"

53% BRICK

SHEET TITLE

ELEVATIONS - BLDG. 'C'

SCALE: 3/16" = 1'-0"

PROJECT/OWNER

CARRINGTON PLACE APTS  
PHASE II

1000 NORTH / 5000 WEST  
BOUNTIFUL, UTAH

JAMES HORNE

ARCHITECT

architecture

2033 dan drive  
layton, utah 84040  
(801) 593-9338  
(801) 593-9328 FAX



REVISION DATE

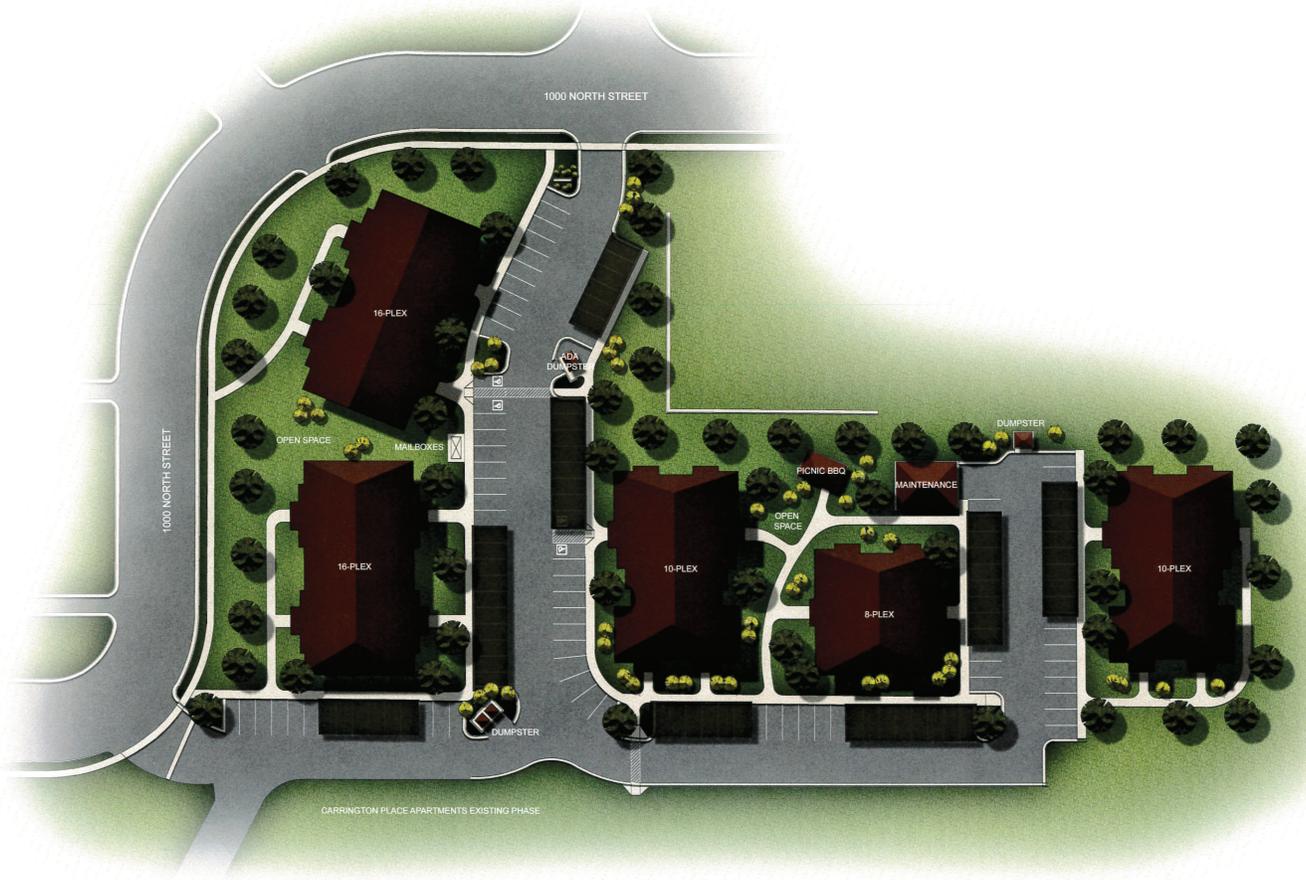
6 DEC 2016

DATE

11 NOV 2016

SHEET NUMBER

A4.4



# Council Staff Report



**Subject:** Preliminary site plan review for a proposed modification to an existing commercial site

**Address:** 273 W. 500 South

**Author:** Chad Wilkinson, Planning Director

**Department:** Planning and Engineering

**Date:** December 13, 2016

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## **Description of Request**

The applicant, Charlie Openshaw, representing CJO Holdings LLC, is requesting preliminary site plan approval for modifications to the existing 5<sup>th</sup> South Plaza development. The proposal includes the removal of the existing building currently occupied by the Barbacoa restaurant and the construction of a new 4,000 square foot building closer to 500 South. The proposal also includes the reconfiguration of the on-site parking, removal of a driveway on 500 South and updates to the façade of the existing buildings on site. The property is located in the CG (General Commercial) zoning district and the proposal requires site plan approval by the City Council.

## **Background and Analysis**

The development was originally constructed in the late 1970's with the current building configuration. The property consists of an "L" shaped strip mall building with a separate detached building within the parking area. The property is completely surrounded by commercial zoning and development. Surrounding uses include mini storage use to the south, a gas station and restaurant use to the north, a restaurant to the east and a carwash use to the west.

## **Parking**

One of the predominant issues with the current proposal is parking. The Code allows for the approving authority to reduce the required parking for uses that have varying intensities during the course of the day. The parking reduction must be based on professional standards and the approving authority can request a shared parking analysis prepared by a traffic engineer. The applicant has submitted a parking analysis prepared by Ryan Hales, a local transportation engineer. The parking analysis shows that based solely on the minimum parking rates prescribed by code, the development requires a total of 201 parking spaces. The proposed site plan will provide a total of 112 parking spaces which would not meet the minimum standard based solely on square footage. The parking study also looked at the varying intensities of parking needed for the uses in the center throughout the day. Based on the analysis the peak demand was for 94 spaces with the peak occurring at approximately 6:30 pm. The applicant is requesting that the City Council approve a reduction in parking from 201 to 112 based on the results of the parking study. The City Planner and Engineer have reviewed the request and recommend approval of the reduction with one stipulation. The parking study was based on existing uses and therefore any new proposed use in the center may require additional parking analysis prior to approval.

## **Landscaping and Site Design**

The new building will meet the front setback of 20 feet required in the C-G zone. The proposal includes new landscaping along the 500 South frontage. The site is currently nonconforming with regard to landscape area and the proposal will decrease the nonconformity of the site.

The proposed improvements to the site include closing one of the existing driveways on 500 South and widen the two remaining driveways. The modifications to the driveway approaches will require approval by the Utah Department of Transportation. The applicant proposes improvements to the existing parking areas on site including widening of access aisles and removal of some existing noncompliant diagonal parking spaces.

## **Building Design**

The proposed building will be one story, 24 feet in height and approximately 4,000 square feet. Proposed materials include stucco, brick, fiber cement siding and glazing (glass windows and doors). The applicant also proposes to update the facades of the existing buildings to be consistent with the proposed building.

## **Signage**

The site currently has three freestanding signs. Two of the signs are multi-tenant signs located on 500 South and 200 West respectively. The other freestanding sign on site is for the Barbacoa Restaurant. The Code limits properties in the C-G zone to one freestanding sign per street frontage. Any changes to the existing Barbacoa sign will require removal of the sign in order to comply with Code.

## **Department Review**

The application has been reviewed by the City Planner and City Engineer.

## **Significant Impacts**

The proposed modifications to the site will result in the elimination of a driveway approach on 500 South and widening of two additional driveway approaches which will have a positive impact to traffic flow on 500 South.

## **Recommendation**

The Planning Commission reviewed the request and forwards a recommendation of approval to the City Council for the preliminary site plan and the requested parking reduction subject to the following conditions:

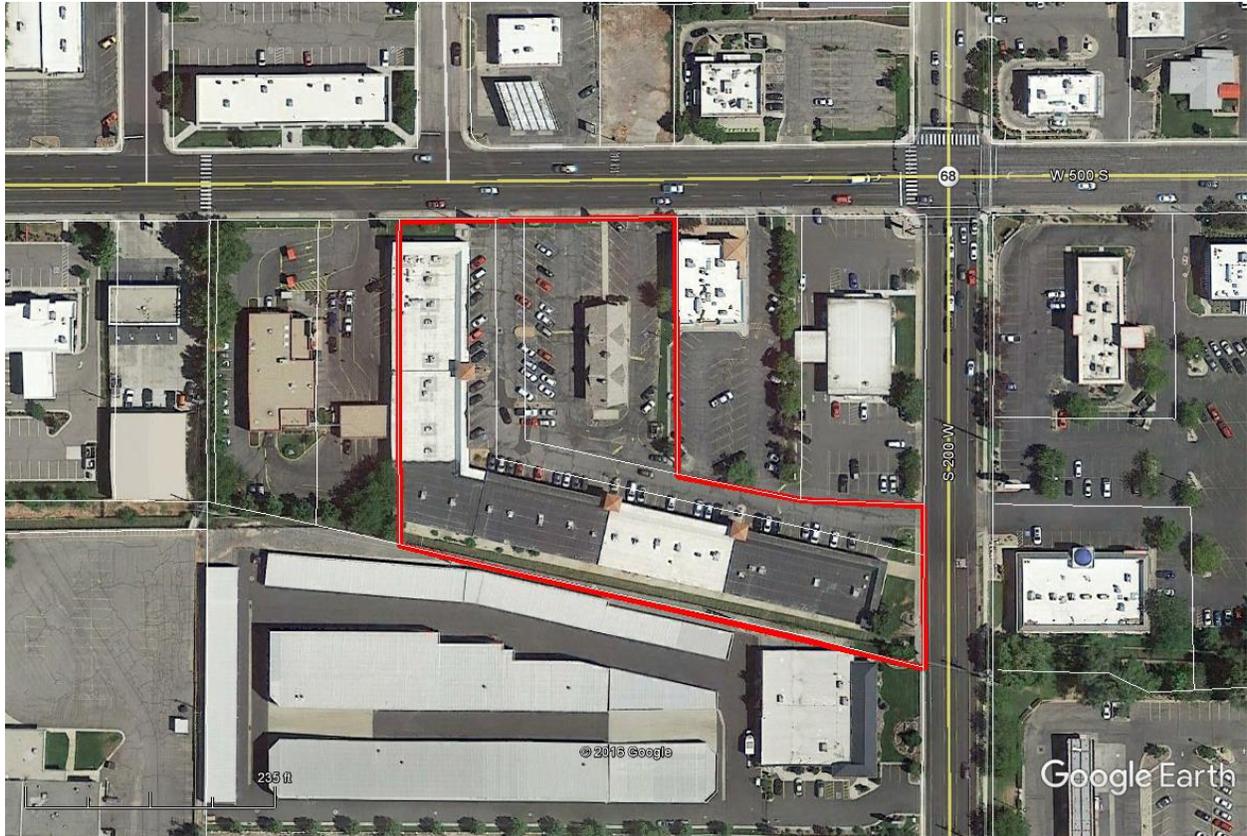
1. Complete any and all redline corrections.
2. Submit a final landscape plan for the new landscape area on 500 South Street meeting the requirements of Chapter 16 of the Bountiful City Zoning Ordinance.

3. Prior to building permit, obtain approval from the Utah Department of Transportation of the proposed changes to the driveway approaches.
4. The final site plan submittal and approval shall be required prior to building permit and shall incorporate any changes required by the Planning Commission and City Council.

**Attachments**

1. Aerial photo
2. Parking Analysis from Hales Engineering
3. Site and Landscape plan
4. Building Elevations

# Aerial Photo



G:\ENG\Site Plans\5th South Plaza - 273 W 500 S #1\PC Staff Report Preliminary Site Plan 5th South Plaza 273 W 500 S 12-6-16.docx

## MEMORANDUM

Date: December 1, 2016  
To: Charles Openshaw  
From: Hales Engineering  
Subject: **Bountiful – 5<sup>th</sup> South Plaza Parking Study**

UT16-936

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### Purpose

The purpose of this memorandum is to determine the parking needs for the proposed redevelopment project at 5<sup>th</sup> South Plaza in Bountiful. An analysis was completed using the Bountiful City Parking Requirements and current parking demand to determine the future demand of parking with the redevelopment. A site plan of the planned redevelopment is included in the Appendix.

### Background

The proposed redevelopment includes removing the existing 4,730 square foot Barbacoa restaurant, and building a new 4,030 square foot building that will likely include two new tenants. The 5<sup>th</sup> South plaza currently has 109 parking stalls. The proposed redevelopment would include a total of 112 parking stalls in the 5<sup>th</sup> South Plaza.

### Bountiful City Parking Requirements

The Bountiful City parking ordinance requires a certain amount of parking stalls based on the land use and size of the development. The parking rates are as follows:

- 1 stall per 200 square feet of shopping center / general business
- 1 stall per 300 square feet of professional office space
- 1 stall per 2.5 seats at a restaurant

Using these rates, the required parking for the proposed changes to the 5<sup>th</sup> South Plaza according to Bountiful City code was calculated and is shown in Table 1.

**Table 1: Bountiful Parking Requirements**

5th South Plaza				
Land Use	Type	Size (sq. ft.)	Seats	Required Parking Stalls
GameHaven	Shopping Center / General Business	3,300	-	17
K&R Bountiful, LLC (Kid to Kid)	Shopping Center / General Business	2,400	-	12
Crazy Beautiful Salon	Shopping Center / General Business	2,640	-	13
Plato's Closet	Shopping Center / General Business	4,570	-	23
Vapor Dreamz	Shopping Center / General Business	1,000	-	5
Fifth Ave Tuxedo's	Shopping Center / General Business	1,000	-	5
Light RX Spa	Shopping Center / General Business	1,500	-	8
ICP Inc (Smoke Shop)	Shopping Center / General Business	1,600	-	8
H&R Block	Professional Office	1,000	-	3
United Studios of Self Defense	Shopping Center / General Business	1,000	-	5
For Rent Retail Space	Shopping Center / General Business	1,000	-	5
#1 Nails	Shopping Center / General Business	1,000	-	5
Infusion Yoga & Pilates	Shopping Center / General Business	3,134	-	16
Bountiful Lash	Shopping Center / General Business	1,211	-	6
Red Rock Financial	Professional Office	1,000	-	3
Mo Bettah Steaks Office	Professional Office	3,000	-	10
Chevron Federal Credit Union	Professional Office	2,000	-	7
Seven Scoops, LLC (Cold Stone)	Restaurant	1,200	4	2
Mo Bettah Steaks	Restaurant	2,700	70	28
Proposed New Building	Shopping Center / General Business	4,030	-	20
<b>Total:</b>		40,285		201

Hales Engineering, 2016

### Data Collection

Hales Engineering collected parking counts on November 14, 2016 from 8:00 a.m. to 9:00 p.m. These parking counts were broken down by business, to provide a detailed snapshot of the parking needs for each business during a typical weekday. The parking data was collected continuously throughout the day and broken up into 5 minute bins. Table 2 shows the parking data for each store throughout the day.

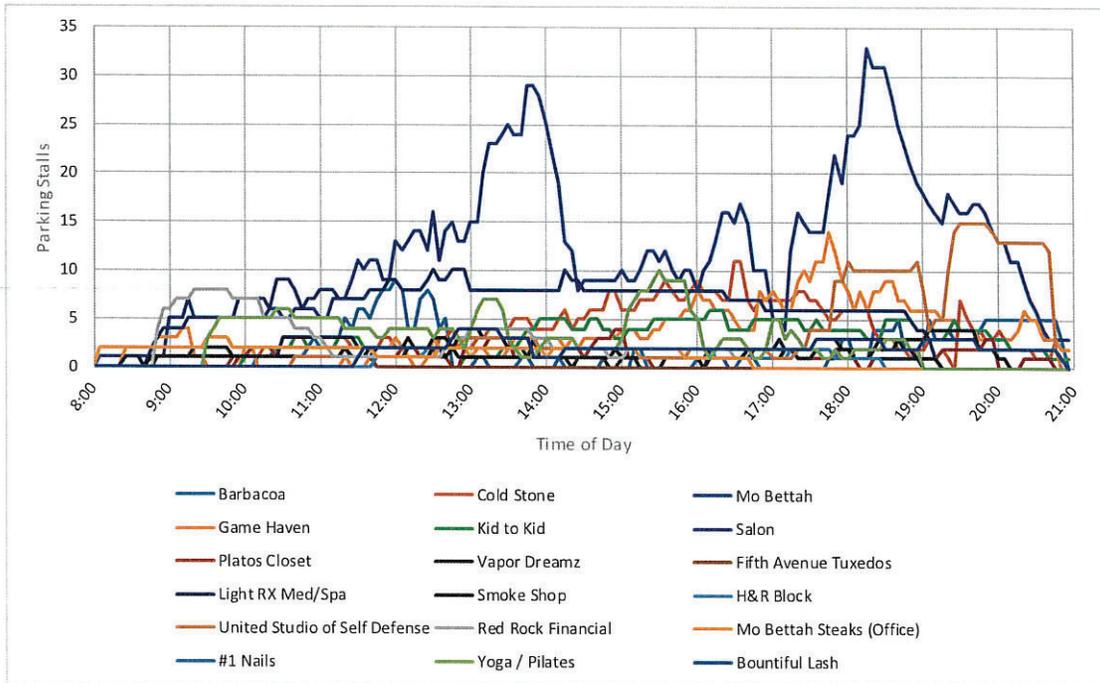
**Table 2: Parking Data**

Bountiful 5th South Plaza Parking Data by Store																			
Parking Demand by Store																			
Time	Barbacoa	Cold Stone	Mo Bettah	Game Haven	Kid to Kid	Salon	Platos Closet	Vapor Dreamz	Fifth Avenue Tuxedos	Light RX Med/Spa	Smoke Shop	H&R Block	United Studio of Self Defense	Red Rock Financial	Mo Bettah Steaks (Office)	#1 Nails	Yoga / Pilates	Bountiful Lash	Total Parking Demand
8:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:05	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	3
8:10	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	3
8:15	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	3
8:20	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	3
8:25	0	0	1	2	0	0	0	0	0	1	0	0	0	0	2	0	0	0	6
8:30	0	0	1	2	0	0	0	0	0	1	0	0	0	0	2	0	2	0	8
8:35	0	0	1	2	0	0	0	0	0	1	0	0	0	0	2	0	3	0	9
8:40	0	0	1	2	0	0	0	0	0	0	0	0	0	0	2	0	3	0	8
8:45	0	0	1	2	0	2	0	0	0	1	1	0	0	0	2	0	4	0	13
8:50	0	0	1	3	0	3	0	1	0	1	1	0	0	4	2	0	4	0	20
8:55	0	0	1	3	0	4	0	1	0	1	1	0	0	6	2	0	5	0	24
9:00	0	0	5	3	0	4	0	1	0	1	1	0	0	6	2	0	13	0	36
9:05	0	0	5	3	0	4	0	1	0	1	1	0	0	7	2	0	18	0	42
9:10	0	0	5	4	0	4	0	1	0	1	1	0	0	7	2	0	22	0	47
9:15	0	0	7	4	0	5	0	1	0	1	1	0	0	7	2	0	23	0	51
9:20	0	0	5	1	0	5	0	2	0	1	1	0	0	8	2	0	24	0	49
9:25	0	0	5	1	0	5	0	2	0	1	1	0	0	8	2	0	24	0	49
9:30	0	0	5	0	0	5	0	2	0	1	1	0	0	8	3	3	25	0	53
9:35	0	0	5	0	0	5	0	2	0	1	1	0	0	8	3	4	25	0	54
9:40	0	0	5	0	0	5	0	2	0	1	1	0	0	8	3	5	25	0	55
9:45	0	0	5	0	0	5	0	2	0	1	1	0	0	8	3	5	25	0	55
9:50	0	1	5	0	0	5	0	1	1	1	1	0	0	7	2	5	24	0	53
9:55	0	1	5	0	0	7	1	1	1	1	1	0	0	7	2	5	24	0	56
10:00	0	1	5	2	1	7	1	1	1	1	1	0	0	7	2	5	22	0	57
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10:20	1	2	6	0	1	6	2	1	1	1	1	0	0	5	2	5	18	0	52
10:25	1	2	6	0	2	9	1	1	1	1	1	0	0	5	2	6	18	0	56
10:30	1	2	5	0	2	9	1	1	1	3	1	0	0	5	2	6	11	0	50
10:35	1	2	5	0	2	9	1	1	1	3	1	0	0	5	2	6	11	0	50
10:40	1	2	6	0	3	8	1	1	1	3	1	0	1	4	2	5	9	0	48
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10:50	2	2	6	0	2	7	1	1	1	3	1	0	1	4	2	5	11	0	49
10:55	3	2	6	0	2	7	1	1	1	3	1	0	1	3	2	5	11	0	49
11:00	2	2	5	0	2	8	1	1	1	3	1	0	1	3	2	5	10	0	47
11:05	2	2	5	0	2	8	1	1	1	3	1	0	1	2	2	5	10	0	46
11:10	2	2	7	0	2	8	1	1	1	3	1	0	1	1	2	5	10	0	47
11:15	3	3	7	0	3	7	1	1	1	3	1	0	1	1	2	5	10	0	49
11:20	5	3	7	1	3	7	1	1	1	3	2	0	1	1	2	4	10	0	52
11:25	4	2	9	0	3	7	1	1	1	3	1	0	1	1	2	4	10	0	50
11:30	6	2	11	0	3	7	1	1	1	2	1	0	1	1	2	4	10	1	54
11:35	6	2	10	0	2	7	1	1	1	2	1	0	1	1	2	4	10	2	53
11:40	5	2	11	1	2	8	1	1	1	2	2	0	1	1	2	4	10	2	56
11:45	7	2	11	2	2	8	1	2	0	1	1	1	1	1	1	3	10	2	56
11:50	8	3	9	2	2	8	1	2	0	1	1	1	1	1	1	3	7	2	53
11:55	8	3	9	2	2	9	1	2	0	1	1	1	1	1	1	4	7	2	55
12:00	9	2	13	3	2	9	1	2	0	1	1	1	1	1	1	4	7	2	60
12:05	8	2	12	2	2	8	2	2	0	1	1	1	1	1	1	4	7	2	57
12:10	4	1	13	1	2	8	2	3	0	2	1	1	1	1	1	4	7	2	54
12:15	4	1	14	0	2	8	2	2	0	2	1	1	1	1	1	4	7	2	53
12:20	7	1	14	0	1	8	1	2	0	2	1	1	1	1	1	4	7	2	54
12:25	8	1	12	1	1	9	1	2	0	2	1	2	1	1	1	4	7	2	56
12:30	7	1	16	3	1	10	1	3	0	2	2	2	1	1	1	3	7	2	63
12:35	4	3	11	2	1	9	1	3	0	2	2	2	2	1	2	4	7	2	58
12:40	5	3	14	2	1	9	1	3	0	2	1	2	2	2	2	4	7	2	62
12:45	0	4	15	2	0	10	0	2	0	2	2	2	2	3	2	4	7	3	60
12:50	0	2	13	2	0	10	0	3	0	2	1	2	2	3	2	3	7	4	56
12:55	0	2	13	2	1	10	2	3	0	2	1	2	3	3	2	2	7	4	59
13:00	0	2	15	1	1	8	2	4	0	2	1	2	3	4	2	4	7	4	62
13:05	1	3	15	2	1	8	2	4	0	2	1	2	3	4	2	6	7	4	67
13:10	1	3	20	2	1	8	2	3	0	2	1	2	3	4	2	7	7	4	72
13:15	0	4	23	1	1	8	3	3	0	2	1	2	3	4	2	7	7	4	75
13:20	0	4	23	1	1	8	3	3	0	2	1	2	3	4	2	7	7	4	75
13:25	0	4	24	1	2	8	3	3	0	2	1	2	3	4	2	6	7	3	75
13:30	0	4	25	2	2	8	3	2	0	2	1	2	3	4	2	3	7	3	73
13:35	0	5	24	3	2	8	1	2	0	2	1	2	3	4	2	2	7	3	71
13:40	1	5	24	3	3	8	1	2	0	2	1	2	3	4	2	1	7	3	72
13:45	1	5	29	4	4	8	1	1	0	2	1	2	3	4	2	1	7	3	78
13:50	0	4	29	3	4	8	1	1	0	2	3	2	3	3	2	1	7	1	74
13:55	0	4	28	2	5	8	1	1	0	2	1	2	2	3	2	2	7	1	71

Bountiful 5th South Plaza Parking Data by Store																			
Parking Demand by Store																			
Time	Barbarcos	Cold Stone	Mo Bettah	Game Haven	Kid to Kid	Salon	Platos Closet	Vapor Dreamz	Fifth Avenue Tuxedos	Light RX Med/Spa	Smoke Shop	H&R Block	United Studio of Self	Red Rock Financial	Mo Bettah Steaks	#1 Nails	Yoga / Pilates	Bountiful Lash	Total Parking Demand
14:00	0	4	25	3	5	8	1	1	0	2	1	2	2	3	1	3	7	1	69
14:05	0	4	22	3	5	8	1	1	0	2	1	2	2	2	2	3	7	1	66
14:10	1	5	19	3	5	8	1	1	0	2	1	2	2	2	2	3	7	1	65
14:15	0	6	13	2	5	10	2	1	0	2	1	2	2	2	2	3	7	2	62
14:20	0	4	12	3	4	9	2	0	0	2	1	2	2	2	2	3	7	2	57
14:25	0	5	8	2	4	9	2	1	0	2	1	2	2	2	2	2	7	2	53
14:30	0	5	9	3	4	8	1	1	0	2	1	2	2	2	2	9	2	55	
14:35	0	6	9	3	5	8	2	1	0	2	1	2	2	2	2	9	2	58	
14:40	0	6	9	3	5	8	3	1	0	2	1	2	2	2	2	7	2	57	
14:45	1	6	9	3	4	8	3	1	0	2	1	2	2	2	2	6	2	56	
14:50	0	8	9	3	4	8	3	0	0	1	1	2	2	1	2	2	2	50	
14:55	0	8	9	3	3	8	4	0	0	1	2	2	2	1	2	2	2	51	
15:00	0	6	10	4	3	8	4	1	0	1	1	2	2	1	2	3	2	52	
15:05	0	6	9	4	4	8	1	1	0	1	1	2	2	2	2	6	2	53	
15:10	2	6	9	4	4	8	1	1	0	1	1	2	2	2	2	7	2	56	
15:15	2	7	10	3	4	8	1	0	0	1	1	2	1	2	2	8	2	56	
15:20	0	7	12	3	4	8	1	0	0	1	1	2	1	2	2	8	2	56	
15:25	0	7	12	4	5	8	0	0	0	1	1	2	1	2	2	9	2	58	
15:30	0	8	11	4	5	8	0	0	0	1	1	2	1	2	2	10	2	59	
15:35	0	9	12	5	5	8	1	1	0	1	1	2	1	2	2	9	2	63	
15:40	0	8	10	5	5	8	1	1	0	1	1	2	1	2	2	9	2	60	
15:45	0	7	9	5	5	8	1	1	0	1	1	2	1	2	2	9	2	58	
15:50	0	7	10	6	5	8	1	1	0	1	1	1	1	2	1	9	0	56	
15:55	0	8	10	6	5	8	1	1	0	1	1	1	2	2	1	6	0	55	
16:00	1	9	8	8	5	8	1	1	0	1	1	1	2	2	1	5	0	56	
16:05	0	8	10	7	5	8	1	0	0	1	1	1	2	2	1	2	0	51	
16:10	2	8	11	7	6	8	1	1	0	2	1	1	2	2	1	1	0	56	
16:15	1	8	13	6	6	8	1	1	0	2	1	1	2	2	1	2	0	57	
16:20	1	7	16	6	6	8	1	1	0	2	1	1	2	2	1	3	0	60	
16:25	0	7	16	6	4	7	1	1	0	2	1	1	2	2	1	3	0	56	
16:30	0	11	15	5	4	7	1	1	0	2	1	1	2	1	1	3	0	57	
16:35	1	11	17	4	4	7	1	1	0	2	1	1	2	1	1	3	0	59	
16:40	1	7	15	4	4	7	2	1	0	2	2	1	2	1	1	2	0	54	
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17:10	0	7	4	6	5	6	2	2	0	2	2	1	1	0	0	3	0	43	
17:15	0	7	12	6	5	6	2	2	0	2	2	2	1	0	0	4	0	53	
17:20	0	8	16	9	5	6	1	2	0	2	1	2	2	0	0	3	0	59	
17:25	0	8	15	10	4	6	1	2	0	2	1	2	2	0	0	2	0	57	
17:30	0	7	14	9	4	6	1	2	0	2	1	2	4	0	0	2	0	56	
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18:00	3	6	24	8	4	6	2	2	0	1	2	1	11	0	0	1	13	87	
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18:10	1	6	25	8	4	6	0	2	0	1	1	1	10	0	0	2	14	84	
18:15	1	6	33	6	3	6	0	2	0	1	1	1	10	0	0	2	14	89	
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18:25	4	3	31	8	3	6	1	3	0	1	2	1	10	0	0	2	14	92	
18:30	4	3	31	9	5	6	1	3	0	1	2	0	10	0	0	3	14	94	
18:35	4	3	28	9	5	6	1	3	0	1	2	0	10	0	0	3	15	92	
18:40	5	2	25	7	5	6	1	3	0	1	3	0	10	0	0	3	15	88	
18:45	2	2	23	7	5	6	1	3	0	1	2	0	10	0	0	3	15	82	
18:50	2	1	21	6	5	5	1	3	0	1	2	0	10	0	0	2	15	76	
18:55	2	2	19	6	4	4	1	3	0	1	1	0	11	0	0	2	15	73	
19:00	2	2	18	6	4	4	1	3	0	0	1	0	8	0	0	0	15	67	
19:05	5	3	17	6	3	3	1	4	0	0	1	0	4	0	0	0	16	66	
19:10	3	1	16	6	3	1	1	4	0	0	1	0	5	0	0	0	16	60	
19:15	3	2	15	5	3	0	2	4	0	0	0	0	5	0	0	0	6	48	
19:20	4	1	18	5	4	0	2	4	0	0	0	0	10	0	0	0	6	57	
19:25	3	0	17	5	5	0	2	4	0	0	0	0	14	0	0	0	4	57	
19:30	3	7	16	4	4	0	2	4	0	0	0	0	15	0	0	0	1	59	
19:35	3	5	16	4	4	0	2	4	0	0	0	0	15	0	0	0	1	57	
19:40	3	4	17	4	4	0	2	4	0	0	0	0	15	0	0	0	1	57	
19:45	4	4	17	3	4	0	2	2	0	0	0	0	15	0	0	0	0	53	
19:50	5	3	16	3	4	0	3	2	0	0	0	0	15	0	0	0	0	53	
19:55	5	3	14	3	3	0	3	2	0	0	0	0	14	0	0	0	0	49	
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20:05	5	3	13	3	3	0	0	1	0	0	0	0	13	0	0	0	0	43	
20:10	5	2	11	3	2	0	0	0	0	0	0	0	13	0	0	0	0	38	
20:15	5	2	11	4	2	0	0	0	0	0	0	0	13	0	0	0	0	39	
20:20	5	2	9	6	2	0	1	0	0	0	0	0	13	0	0	0	0	40	
20:25	5	2	7	5	2	0	1	0	0	0	0	0	13	0	0	0	0	37	
20:30	5	1	6	5	2	0	1	0	0	0	0	0	13	0	0	0	0	35	
20:35	5	1	4	3	2	0	1	0	0	0	0	0	13	0	0	0	0	31	
20:40	5	1	3	3	1	0	1	0	0	0	0	0	12	0	0	0	0	28	
20:45	5	3	3	3	1	0	0	0	0	0	0	0	2	0	0	0	0	19	
20:50	3	3	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	13	
20:55	0	3	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	9	

Hales Engineering, 2016

The parking demand by store is also shown in Figure 1. As shown in Figure 1, all but the Mo Bettah Steaks, Game Haven, Yoga / Pilates, and the United Studio of Self Defense need 10 or less stalls throughout the day. Many of the stores require less than 5 stalls through the day.



**Figure 1: Parking Demand by Store**

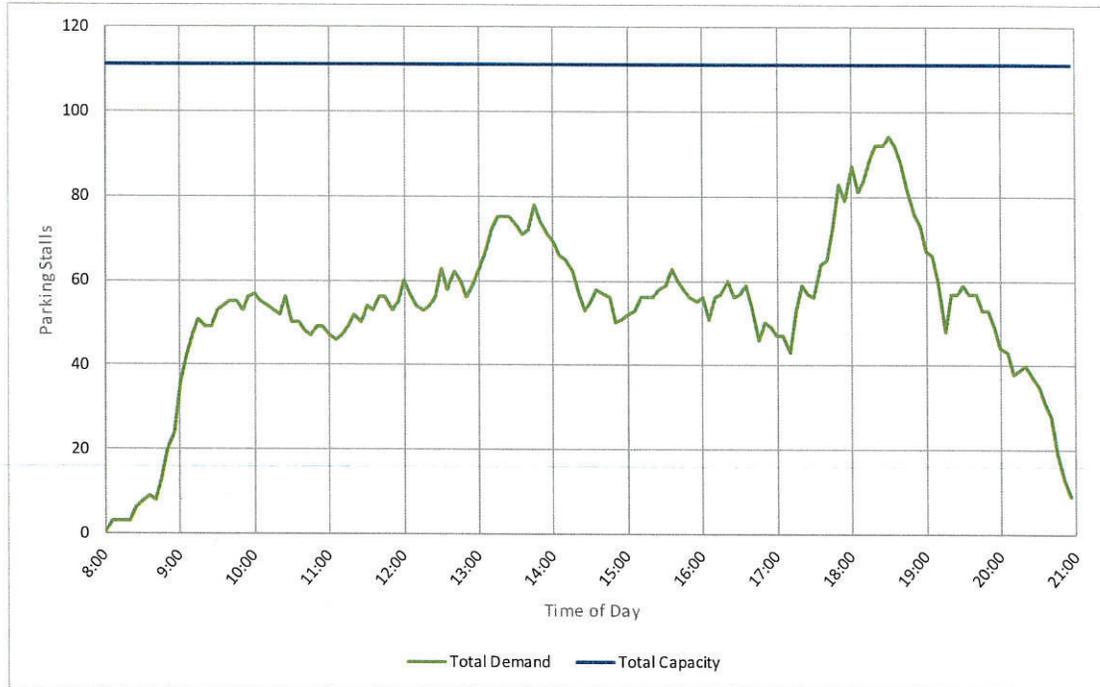
Using the peak parking demand for each business, Table 3 was created. Table 3 compares the number of parking stalls required by code, to the peak parking demand for each business. This does not take into account the time of day offset that naturally occurs in this type of plaza. For example, the peak parking demand for the United Studios of Self Defense was 15 stalls, however, this occurred at 7:30 p.m., when many of the other businesses are already closed. During normal business hours, the parking demand at the United Studios of Self Defense was only 1 - 2 vehicles.

The 5<sup>th</sup> South Plaza parking area is not broken down into assigned parking for each business. Each business will use more or less parking throughout the day depending on the individual business dynamics.

**Table 3: Peak Parking Demand compared to Required**

<b>5th South Plaza</b>		
<b>Land Use</b>	<b>Required Parking Stalls</b>	<b>Observed Peak Demand</b>
GameHaven	17	14
K&R Bountiful, LLC (Kid to Kid)	12	6
Crazy Beautiful Salon	13	10
Plato's Closet	23	4
Vapor Dreamz	5	4
Fifth Ave Tuxedo's	5	1
Light RX Spa	8	3
ICP Inc (Smoke Shop)	8	3
H&R Block	3	2
United Studios of Self Defense	5	15
For Rent Retail Space	5	0
#1 Nails	5	10
Infusion Yoga & Pilates	16	25
Bountiful Lash	6	4
Red Rock Financial	3	8
Mo Bettah Steaks Office	10	3
Chevron Federal Credit Union	7	0
Seven Scoops, LLC (Cold Stone)	2	11
Mo Bettah Steaks	28	33
Proposed New Building	20	-
<b>Total:</b>	<b>201</b>	<b>156</b>
Hales Engineering, 2016		

To account for the time of day, the parking demand for each of the stores were combined to create the total parking demand for the 5<sup>th</sup> South Plaza. This is shown in Figure 2. The peak demand for the 5<sup>th</sup> South Plaza was approximately 94 vehicles, which occurred at 6:30 p.m. Thus, even at the busiest part of the day, there were still 15 unused parking stalls in the plaza.



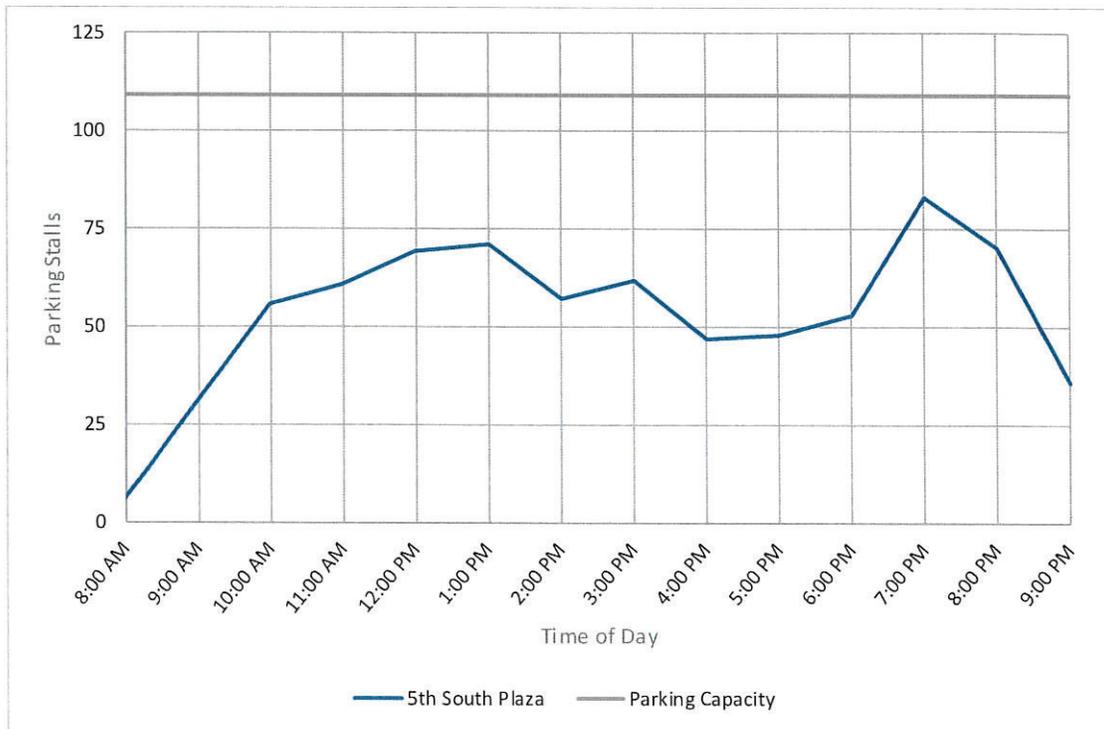
**Figure 2: Total Demand at the 5th South Plaza**

Hales Engineering had previously collected hourly parking counts on September 15, 2016 from 8:00 a.m. to 9:00 p.m. These counts are shown in Table 3. This count was intended to determine the existing parking demand at the 5<sup>th</sup> South Plaza. Although these counts did not break down the total demand by business, they do show that the overall parking demand is lower than the existing capacity. The parking counts that were collected by business are slightly higher than the earlier parking counts that were collected hourly because they were collected using different methods. Due to the difficulty of tracking individuals through the plaza, trip chaining was not accounted for in the parking counts for individual businesses. This means that if an individual visited several businesses in the area, they were counted each time as needing a parking stall, even though they really only needed a single stall. In addition, the business parking counts did not account for pedestrians, bicyclists, or transit riders. All business patrons were counted as needing a parking stall. Therefore, the business parking counts are slightly higher than the hourly counts, which counted the actual number of parked cars in the plaza each hour.

As shown in Table 3, the peak parking demand on September 15, 2016 occurred between the hours of 7:00 - 8:00 p.m. with approximately 83 parked vehicles. The 5<sup>th</sup> South Plaza parking area had 26 available parking spaces at the peak parking demand period. This includes the Barbacoa restaurant, which is relatively busy at 7:00 p.m. in the evening. This is also shown in Figure 4.

**Table 3: Hourly Parking Counts**

5th South Plaza Parking Counts	
Time	5th South Plaza
8:00 AM	6
9:00 AM	31
10:00 AM	56
11:00 AM	61
12:00 PM	69
1:00 PM	71
2:00 PM	57
3:00 PM	62
4:00 PM	47
5:00 PM	48
6:00 PM	53
7:00 PM	83
8:00 PM	70
9:00 PM	36
<b>Total Stalls</b> 109	
Hales Engineering, 2016	



**Figure 3: Time of Day Parking Demand and Capacity for 5<sup>th</sup> South Plaza**

### Parking in the 5<sup>th</sup> South Plaza Area

The 5<sup>th</sup> South Plaza does not have any parking agreements with the adjacent businesses on the corner of 500 South and 200 West. The intent of this discussion is not to state that they should be counted as parking for the 5<sup>th</sup> South Plaza, or that the adjacent areas were used to tabulate a reduction for the 5<sup>th</sup> South Plaza. However, the adjacent parking areas in reality are used by patrons of the 5<sup>th</sup> South Plaza, and vice versa. Patrons are not aware of the property lines or parking agreements. Therefore, it makes sense to include the adjacent areas in a parking analysis to ensure that there will not be overflow from one area to another. If one area experiences a parking problem, the adjacent areas will be impacted.

Hales Engineering had previously collected hourly parking counts on September 15, 2016 from 8:00 a.m. to 9:00 p.m. These counts are shown in Table 4. This count was intended to determine the existing parking demand at the 5<sup>th</sup> South Plaza and the adjacent businesses. Since the adjacent businesses' parking interconnects with the 5<sup>th</sup> South Plaza, there is some parking overlap that occurs. A map showing the three areas that were counted is shown in Figure 3.

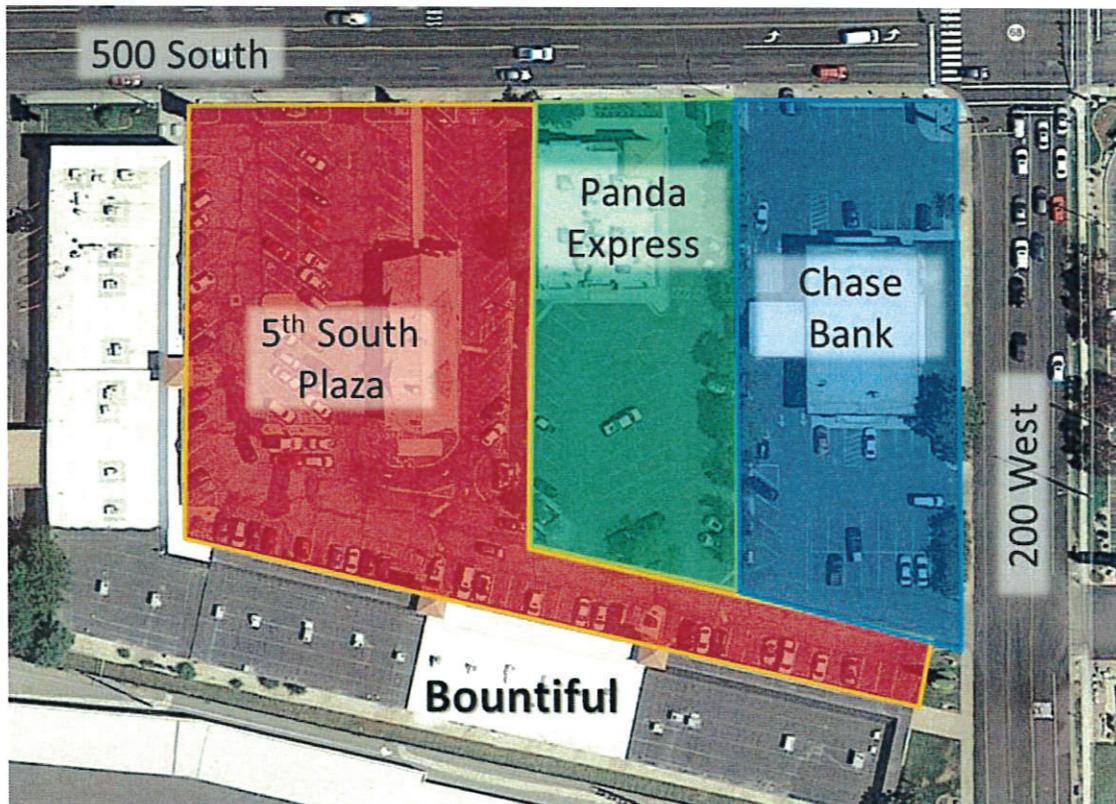


Figure 4: Parking Areas Counted

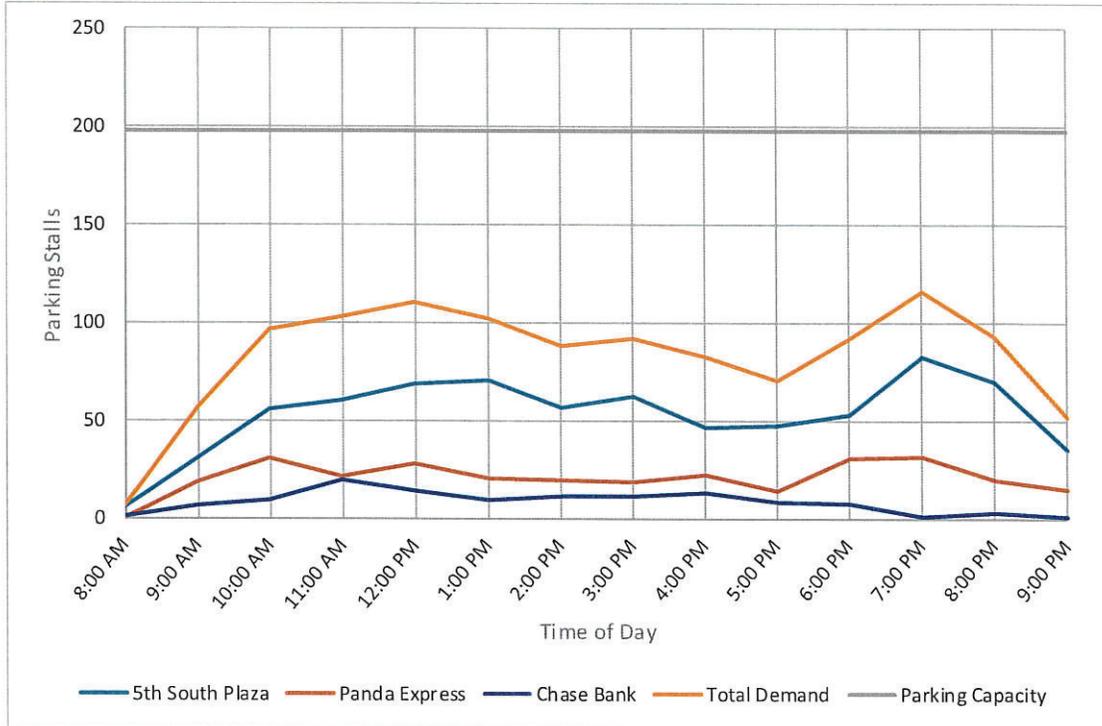
**Table 4: 5<sup>th</sup> South Plaza Parking Counts**

<b>5th South Plaza Parking Counts</b>				
<b>Time</b>	<b>5th South Plaza</b>	<b>Panda Express</b>	<b>Chase Bank</b>	<b>Total</b>
8:00 AM	6	0	1	7
9:00 AM	31	19	7	57
10:00 AM	56	31	10	97
11:00 AM	61	22	20	103
12:00 PM	69	28	14	111
1:00 PM	71	21	10	102
2:00 PM	57	20	11	88
3:00 PM	62	19	11	92
4:00 PM	47	23	13	83
5:00 PM	48	14	9	71
6:00 PM	53	31	8	92
7:00 PM	83	32	1	116
8:00 PM	70	20	3	93
9:00 PM	36	15	1	52
<b>Total Stalls</b>	109	50	39	198

Hales Engineering, 2016

### Time of Day Analysis

Hales Engineering completed a time of day analysis to show how the existing configuration accommodates the parking demand. The adjacent Panda Express / Check Smart building has 50 parking stalls, and the Chase Bank on the corner has 39 parking stalls. Figure 5 shows the entire study area, with the parking demand plotted for the 5<sup>th</sup> South Plaza parking area, the Panda Express parking area, and the Chase Bank parking area. The total parking demand and parking capacity is also shown. As shown in Figure 3, the total parking demand is considerably lower than the total parking capacity.



**Figure 5: Time of Day Parking Demand and Capacity for Study Area**

The time of day analysis above indicates that there is excess parking at the 5<sup>th</sup> South Plaza and the surrounding businesses throughout the day.

The removal of the Barbacoa restaurant will reduce the parking demand while the proposed building will add to the parking demand. Although the exact use for the proposed building has not been identified, it is assumed that these changes will offset each other and not significantly change the overall parking demand at the 5<sup>th</sup> South Plaza. Since there is an excess of parking in both the 5<sup>th</sup> South Plaza and the surrounding businesses throughout the day, it is recommended that a reduction in parking requirements be granted to the 5<sup>th</sup> South Plaza for the redevelopment.

## Finding and Conclusions

Hales Engineering concludes the following:

- The 5<sup>th</sup> South plaza currently has 109 parking stalls.
- The proposed redevelopment would result in a total of 112 parking stalls in the 5<sup>th</sup> South Plaza, an increase of 3 stalls.
- According to the Bountiful City Code, a total of 201 parking stalls will be required for the proposed redevelopment at the 5<sup>th</sup> South Plaza.
- Continuous parking counts by business were completed on November 14, 2016 from 8:00 a.m. – 9:00 p.m. at the 5<sup>th</sup> South Plaza. These counts showed that the peak demand is lower than the parking capacity on site by 15 stalls.
  - These parking counts are conservative because they do not account for trip chaining, pedestrians, bicyclists, or transit riders.
- Hourly parking counts were previously completed on September 15, 2016 from 8:00 a.m. – 9:00 p.m. at the 5<sup>th</sup> South Plaza. The parking counts showed that the peak parking demand occurred at 7:00 p.m. with a total of 83 parked vehicles, leaving 26 available spaces in the 5<sup>th</sup> South Plaza parking area.
  - These counts are slightly lower because they do account for trip chaining, pedestrians, bicyclists, and transit riders.
- The removal of the Barbacoa restaurant will reduce the parking demand while the proposed building will add to the parking demand. Although the exact use for the proposed building has not been identified, it is assumed that these changes will offset each other and not significantly change the overall parking demand at the 5<sup>th</sup> South Plaza. The proposed building is slightly smaller than the existing Barbacoa restaurant.
- The intent of this study is not to state that the adjacent parking should be counted toward the 5<sup>th</sup> South Plaza, or that the adjacent areas were used to tabulate a reduction for the 5<sup>th</sup> South Plaza. However, the adjacent parking areas are, in reality, used by patrons of the 5<sup>th</sup> South Plaza, and vice versa. Patrons are not aware of the property lines or parking agreements. Therefore, it makes sense to include the adjacent areas in a parking analysis to ensure that there will not be overflow from one area to another. If one area experiences a parking problem, the adjacent areas will be impacted.
  - The adjacent Panda Express / Check Smart building has 50 parking stalls, and the Chase Bank on the corner has 39 parking stalls.
  - The total peak parking demand including the adjacent businesses was 116 parked vehicles, leaving 82 available parking stalls.
  - The time of day analysis above indicates that there is excess parking at the 5<sup>th</sup> South Plaza and the surrounding businesses throughout the day.

- Since there is an excess of parking throughout the day in both the 5<sup>th</sup> South Plaza and the surrounding businesses throughout the day, it is recommended that a reduction in parking requirements be granted to the 5<sup>th</sup> South Plaza for the redevelopment.







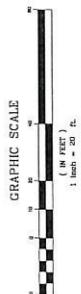
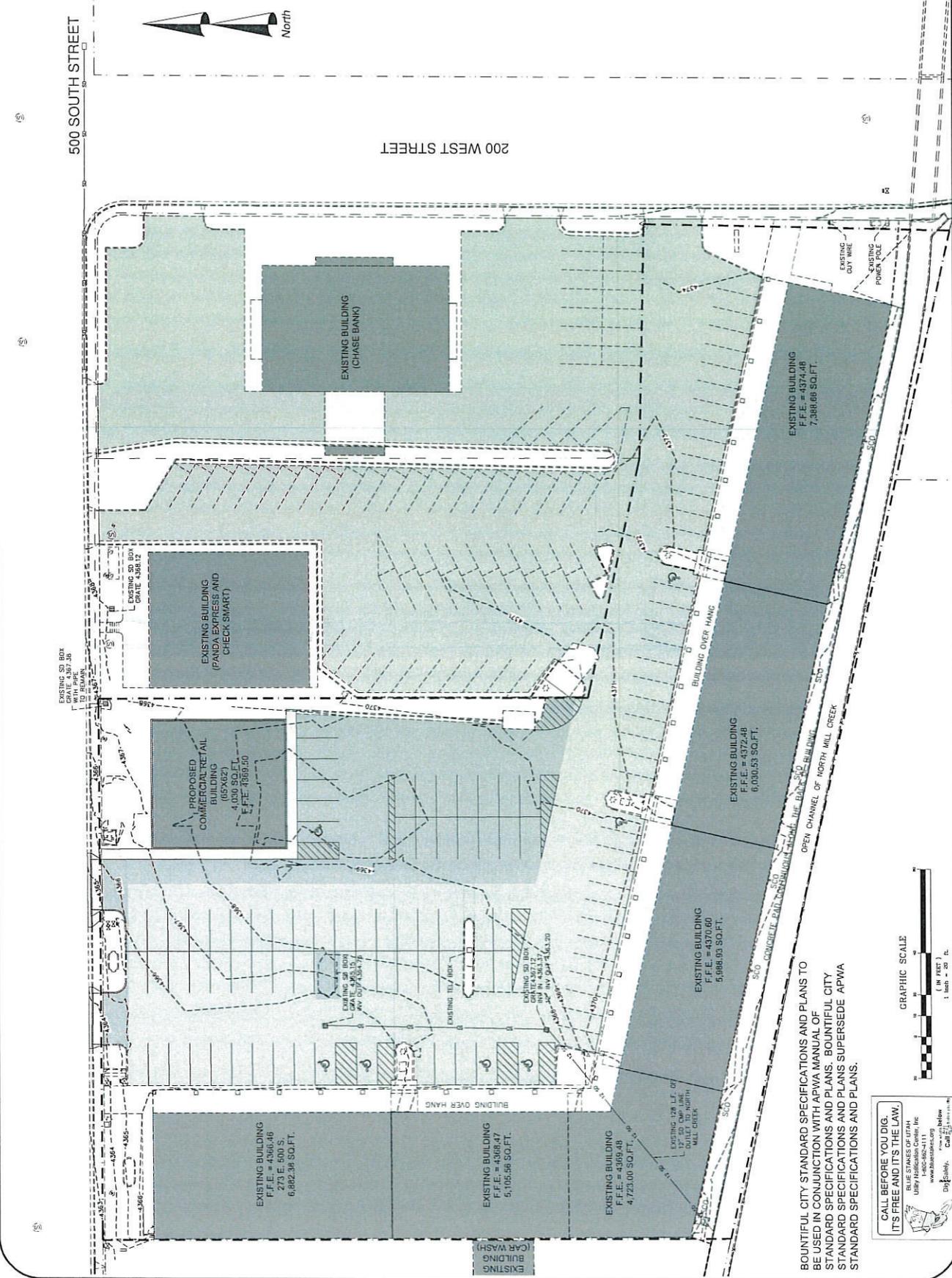


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**5TH SOUTH PLAZA**  
 CJO HOLDING, INC.  
**GRADING & DRAINAGE PLAN**

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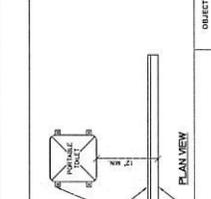
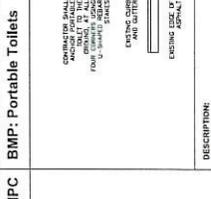
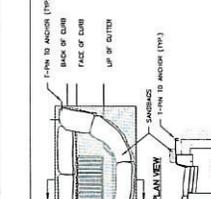
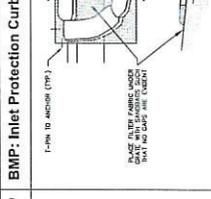
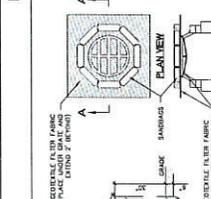
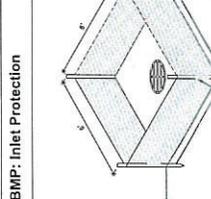
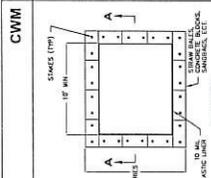
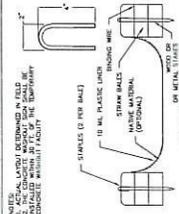
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**BMP: Concrete Waste Management**



**DESCRIPTION:** Prevent or reduce the discharge of pollutants to storm water from concrete waste by washing concrete washout in a designated area, and washing concrete washout in a designated area, and washing concrete washout in a designated area.

**APPLICATIONS:** This technique is applicable to all types of sites.

**INSTALLATION/APPLICATION CRITERIA:**

- Place any and wash materials under cover, away from drainage areas.
- Store any and wash materials in a designated area, away from drainage areas.
- Wash concrete washout into storm drains, open ditches, ditches, or storm drains.
- Do not allow concrete to be discharged, except in designated areas.
- Use a hose to wash concrete into storm drains, open ditches, ditches, or storm drains.
- Use a hose to wash concrete into storm drains, open ditches, ditches, or storm drains.
- Use a hose to wash concrete into storm drains, open ditches, ditches, or storm drains.

**LIMITATIONS:**

- Concrete washout materials may not be used to fill storm drains.
- Concrete washout materials may not be used to fill storm drains.
- Concrete washout materials may not be used to fill storm drains.

**MAINTENANCE:**

- Regularly inspect concrete washout areas to ensure they are properly maintained.
- Regularly inspect concrete washout areas to ensure they are properly maintained.
- Regularly inspect concrete washout areas to ensure they are properly maintained.

**OBJECTIVES:**

- Housekeeping Practices
- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**POLLUTANTS:**

- Sediment
- Hydrocarbons
- Oil & Grease
- Other Waste

**IMPLEMENTATION REQUIREMENTS:**

- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**High Impact**

- Low or Disturbment Impact

**DESCRIPTION:** All loading or hauling loads placed around site to storm drain system.

**APPLICATION:** All sites with paved and unpaved areas where sediment area is to be stabilized by construction methods.

**INSTALLATION/APPLICATION CRITERIA:**

- Place portable filter fabric around site extending two feet past the curb in all directions with sand bags around curb.
- Place portable filter fabric around site extending two feet past the curb in all directions with sand bags around curb.
- Place portable filter fabric around site extending two feet past the curb in all directions with sand bags around curb.

**LIMITATIONS:**

- Excavate low water areas to prevent sediment accumulation.
- Excavate low water areas to prevent sediment accumulation.
- Excavate low water areas to prevent sediment accumulation.

**MAINTENANCE:**

- Inspect field protection after every large storm event and as a minimum of once monthly.
- Remove sediment accumulated when it reaches a maximum of 1/2 inch.
- Remove filter fabric and clean if clogging is apparent.

**DESCRIPTION:** Filter fabric and sand bags placed around site to storm drain system.

**APPLICATION:** All sites with paved and unpaved areas where sediment area is to be stabilized by construction methods.

**INSTALLATION/APPLICATION CRITERIA:**

- Place portable filter fabric around site extending two feet past the curb in all directions with sand bags around curb.
- Place portable filter fabric around site extending two feet past the curb in all directions with sand bags around curb.
- Place portable filter fabric around site extending two feet past the curb in all directions with sand bags around curb.

**LIMITATIONS:**

- Excavate low water areas to prevent sediment accumulation.
- Excavate low water areas to prevent sediment accumulation.
- Excavate low water areas to prevent sediment accumulation.

**MAINTENANCE:**

- Inspect field protection after every large storm event and as a minimum of once monthly.
- Remove sediment accumulated when it reaches a maximum of 1/2 inch.
- Remove filter fabric and clean if clogging is apparent.

**DESCRIPTION:** Temporary mobile sanitary facilities for construction personnel.

**APPLICATION:** All sites with no permanent sanitary facilities or where permanent facility is too far from site.

**INSTALLATION/APPLICATION CRITERIA:**

- Use portable toilets in convenient locations throughout the site.
- Use portable toilets in convenient locations throughout the site.
- Use portable toilets in convenient locations throughout the site.

**LIMITATIONS:**

- No limitations.
- No limitations.
- No limitations.

**MAINTENANCE:**

- Inspect field protection after every large storm event and as a minimum of once monthly.
- Remove sediment accumulated when it reaches a maximum of 1/2 inch.
- Remove filter fabric and clean if clogging is apparent.

**OBJECTIVES:**

- Housekeeping Practices
- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**POLLUTANTS:**

- Sediment
- Hydrocarbons
- Oil & Grease
- Other Waste

**IMPLEMENTATION REQUIREMENTS:**

- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**High Impact**

- Low or Disturbment Impact

**OBJECTIVES:**

- Housekeeping Practices
- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**POLLUTANTS:**

- Sediment
- Hydrocarbons
- Oil & Grease
- Other Waste

**IMPLEMENTATION REQUIREMENTS:**

- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**High Impact**

- Low or Disturbment Impact

**DESCRIPTION:** A stabilized area of crushed stone located where construction traffic enters or leaves the site to prevent mud tracking. The most common is used to spray on vehicles before they leave the site.

**APPLICATIONS:** All sites with paved and unpaved areas where sediment area is to be stabilized by construction methods.

**INSTALLATION/APPLICATION CRITERIA:**

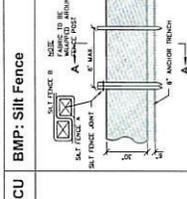
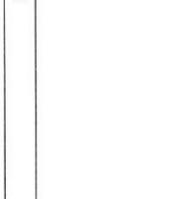
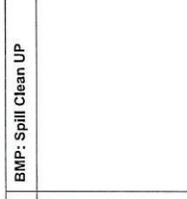
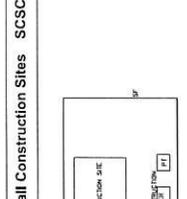
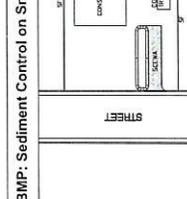
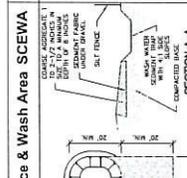
- Crushed stone should be placed to provide a minimum depth of 2 inches.
- Crushed stone should be placed to provide a minimum depth of 2 inches.
- Crushed stone should be placed to provide a minimum depth of 2 inches.

**LIMITATIONS:**

- Excavate low water areas to prevent sediment accumulation.
- Excavate low water areas to prevent sediment accumulation.
- Excavate low water areas to prevent sediment accumulation.

**MAINTENANCE:**

- Inspect field protection after every large storm event and as a minimum of once monthly.
- Remove sediment accumulated when it reaches a maximum of 1/2 inch.
- Remove filter fabric and clean if clogging is apparent.



**DESCRIPTION:** A temporary sediment barrier consisting of an anchored filter fabric stretched across and secured to supporting posts.

**APPLICATIONS:** All sites with paved and unpaved areas where sediment area is to be stabilized by construction methods.

**INSTALLATION/APPLICATION CRITERIA:**

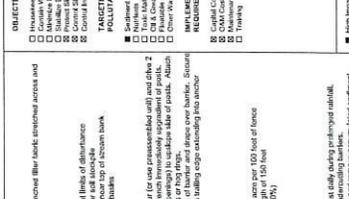
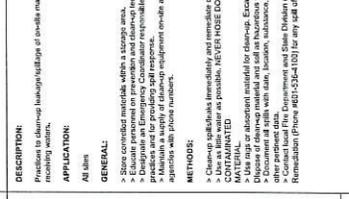
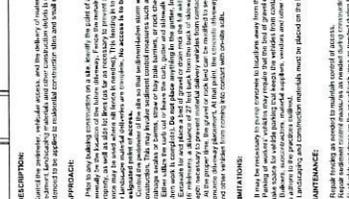
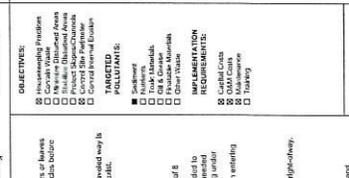
- Filter fabric should be placed to provide a minimum depth of 2 inches.
- Filter fabric should be placed to provide a minimum depth of 2 inches.
- Filter fabric should be placed to provide a minimum depth of 2 inches.

**LIMITATIONS:**

- Excavate low water areas to prevent sediment accumulation.
- Excavate low water areas to prevent sediment accumulation.
- Excavate low water areas to prevent sediment accumulation.

**MAINTENANCE:**

- Inspect field protection after every large storm event and as a minimum of once monthly.
- Remove sediment accumulated when it reaches a maximum of 1/2 inch.
- Remove filter fabric and clean if clogging is apparent.



**OBJECTIVES:**

- Housekeeping Practices
- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**POLLUTANTS:**

- Sediment
- Hydrocarbons
- Oil & Grease
- Other Waste

**IMPLEMENTATION REQUIREMENTS:**

- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**High Impact**

- Low or Disturbment Impact

**OBJECTIVES:**

- Housekeeping Practices
- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**POLLUTANTS:**

- Sediment
- Hydrocarbons
- Oil & Grease
- Other Waste

**IMPLEMENTATION REQUIREMENTS:**

- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**High Impact**

- Low or Disturbment Impact

**DESCRIPTION:** Temporary mobile sanitary facilities for construction personnel.

**APPLICATION:** All sites with no permanent sanitary facilities or where permanent facility is too far from site.

**INSTALLATION/APPLICATION CRITERIA:**

- Use portable toilets in convenient locations throughout the site.
- Use portable toilets in convenient locations throughout the site.
- Use portable toilets in convenient locations throughout the site.

**LIMITATIONS:**

- No limitations.
- No limitations.
- No limitations.

**MAINTENANCE:**

- Inspect field protection after every large storm event and as a minimum of once monthly.
- Remove sediment accumulated when it reaches a maximum of 1/2 inch.
- Remove filter fabric and clean if clogging is apparent.

**OBJECTIVES:**

- Housekeeping Practices
- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
- Control Sedimentation

**POLLUTANTS:**

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**OBJECTIVES:**

- Housekeeping Practices
- Control Storm Water
- Stabilize Disturbed Areas
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**POLLUTANTS:**

- Sediment
- Hydrocarbons
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- Other Waste

**IMPLEMENTATION REQUIREMENTS:**

- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
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**High Impact**

- Low or Disturbment Impact

**OBJECTIVES:**

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**POLLUTANTS:**

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**IMPLEMENTATION REQUIREMENTS:**

- Control Storm Water
- Stabilize Disturbed Areas
- Control Soil Erosion
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**High Impact**

- Low or Disturbment Impact



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**5TH SOUTH PLAZA**  
CJO HOLDING, INC.

**SWPPP DETAILS**

**C6.1**  
SHEETS  
Page 4 558-1771

SCALE: 1/8" = 1'-0"  
DATE: 11/05/2016  
DRAWN BY: J. HARRIS  
CHECKED BY: J. HARRIS  
PROJECT: 5TH SOUTH PLAZA  
SHEET: 1.0

5TH SOUTH PLAZA  
CJO HOLDING, INC.  
ARCHITECTURAL ELEVATIONS

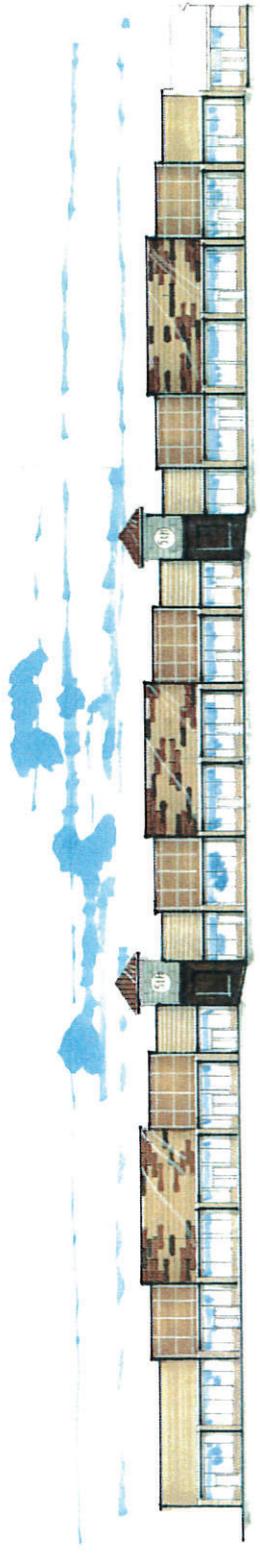
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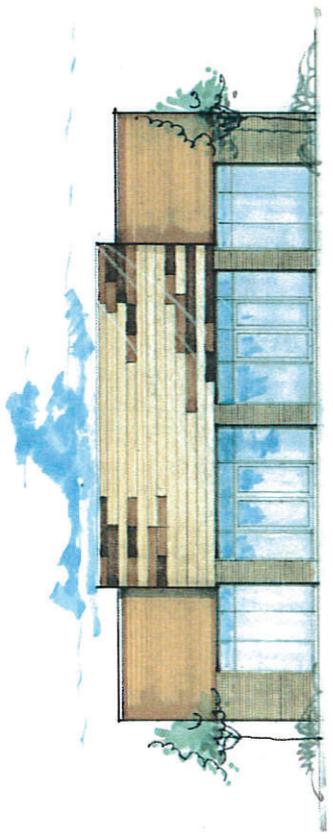
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SEAL



EXISTING BUILDING EXTERIOR RESURFACED

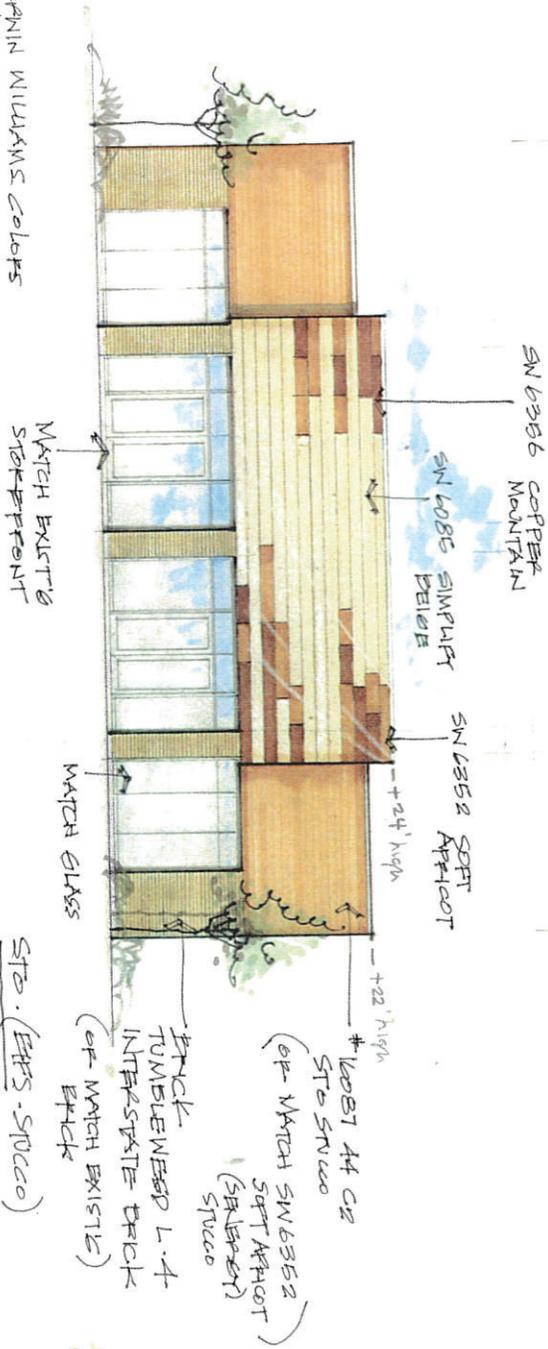


PROPOSED NEW BUILDING ELEVATION

BOUNTIFUL RETAIL



HARRIS ARCHITECTURE



SN 6356 COPPER MOUNTAIN

SN 6085 SIMPLIFT BELIE

SN 6352 SOFT APHCOOT

#10087 44 C2 STB STUCCO

(OR MATCH SN 6352 SOFT APHCOOT (SALTER) STUCCO)

BRICK TUMBLED L.4 INTERSTATE BRICK (OR MATCH EXISTING BRICK)

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770.789.8228

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HARRIS ARCHITECTURE 12.1.2016

RETAIL

# City Council Staff Report



**Subject:** Biennial review of Moderate Income housing  
Element of the General Plan  
**Author:** Chad Wilkinson, City Planner  
**Department:** Planning and Economic Development  
**Date:** December 13, 2016

## Background and Analysis

Utah Code Section 10-9a-408 requires that every municipality review the implementation of the moderate income housing element of the General Plan every two years and produce a report detailing the findings of the review. Attached is the proposed 2016 Biennial Moderate Income Housing Report for Bountiful City.

The City Council first adopted a moderate income housing plan in 2000, and since that time the City has regularly reviewed the housing element and prepared Moderate Income Housing reports as required by statute. The goal of the State law is to create a balance of moderate income housing throughout all communities, and to remove barriers to moderate income housing. The required report does not update the General Plan but rather analyzes the implementation of the Moderate Income Housing element of the Plan based on four specific areas identified in state law. The requirements of state law are included below:

### **10-9a-408. Biennial review of moderate income housing element of general plan.**

- (1) The legislative body of each city shall biennially:
  - (a) review the moderate income housing plan element of its general plan and its implementation;and
  - (b) prepare a report setting forth the findings of the review.
- (2) Each report under Subsection (1) shall include a description of:
  - (a) efforts made by the city to reduce, mitigate, or eliminate local regulatory barriers to moderate income housing;
  - (b) actions taken by the city to encourage preservation of existing moderate income housing and development of new moderate income housing;
  - (c) progress made within the city to provide moderate income housing, as measured by permits issued for new units of moderate income housing; and
  - (d) efforts made by the city to coordinate moderate income housing plans and actions with neighboring municipalities.
- (3) The legislative body of each city shall send a copy of the report under Subsection (1) to the Department of Workforce Services and the association of governments in which the city is located.

The Planning Department anticipates a comprehensive update of the General Plan including the Moderate Income Housing Element of the Plan within the next several years. At that time, open houses and public hearings will be held in order to receive public input on the plan.

**Significant Impacts**

Adoption of a Moderate Income Housing Report is required by law every two years.

**Recommendation**

Move to accept the attached 2016 Biennial Moderate Income Housing Report and authorize staff to forward a copy to the Department of Workforce Services and the local association of governments as required by State law.

**Attachment**

2016 Biennial Moderate Income Housing Report

## **Bountiful City 2016 Biennial Moderate Income Housing Report**

Utah Code Section 10-9a-408 requires that the legislative body of each municipality prepare a report regarding the status and implementation of its adopted Moderate Income Housing Plan. This document has been created to fulfill this requirement.

The current moderate income housing plan was adopted in September of 2000 in accordance with Utah Code 10-9a-307. That section of the code has since been revised, but is substantially the same in terms of policy and objective. Bountiful City Planning and Economic Development Department anticipates an update of the General Plan, including the Moderate Income Housing Element of the plan within the next several years.

State law requires that the Moderate Income Housing Report address the following items:

- (a) efforts made by the city to reduce, mitigate, or eliminate local regulatory barriers to moderate income housing;
- (b) actions taken by the city to encourage preservation of existing moderate income housing and development of new moderate income housing;
- (c) progress made within the city to provide moderate income housing, as measured by permits issued for new units of moderate income housing; and
- (d) efforts made by the city to coordinate moderate income housing plans and actions with neighboring municipalities.

### **Regulatory Barriers**

In addition to the existing Multifamily and Mixed use zones, the City has adopted an additional mixed use zoning district encompassing historic Bountiful Main Street and surrounding areas. This Downtown zoning district provides additional opportunities for moderate income housing by permitting a mix of multifamily-residential and commercial uses in the zone. Several mixed use developments have occurred in the area since the adoption of the zone. The City also recently adopted a mixed use zone at Renaissance Towne Centre providing additional opportunities for moderate income housing. The City has expanded its multifamily zone in the past year allowing for development of additional moderate income housing. In 2012, the City also adopted provisions allowing for the development of accessory dwelling units within existing single family residential development, thereby providing additional opportunities for affordable housing for Bountiful residents.

### **Preservation of Existing Moderate Income Housing**

The City recognizes that a large portion of the moderate income housing inventory consists of older homes built prior to current trends for larger homes. In 2005, Bountiful City completed a comprehensive revision to the City Land Use Ordinance. One of the changes was a section allowing flexibility in remodeling and upgrading homes built prior to 1965 that did not meet current setback requirements and/or that did not have an attached two car garage. The goal of these criteria was primarily the preservation of these existing, affordable housing areas. The City also allows for non-conforming duplexes in single family zones as a permitted use, thus allowing the preservation, upgrading, and refinancing of these units.

### **Building Permits and Progress**

Bountiful continues to construct a high percentage of multifamily residential development relative to the total number of new units constructed. In 2015 and 2016 a total of 127 new residential units were constructed, including 67 single family residential units and 60 multi-family units which constituted 47 percent of the total units constructed.

Moderate income housing is defined in State Law as “housing occupied or reserved for occupancy by households with a gross household income equal to or less than 80 percent of the median gross income for households of the same size in the county which the city is located.” According to a report prepared for Bountiful City by Lewis Young Robertson and Burningham, in 2014, approximately 31 percent of owner occupied units in the City are considered to be affordable to those earning 80 percent of the Area Median income. The report indicates that 74 percent of renter occupied housing units in Bountiful meet the affordability criteria contained in State law. Based on the high percentage of affordability among renter occupied housing in the City and the percentage of new multifamily housing being constructed in the City, Bountiful continues to provide an adequate inventory of units of moderate income housing.

### **Coordination with Neighboring Municipalities**

Bountiful City actively participates in the Utah League of Cities and Towns and meets regularly with surrounding communities to coordinate regional issues such as transportation and housing.

### **Conclusion**

With the recent construction of multifamily housing within the Historic Downtown area the adoption of standards allowing for accessory dwelling units, Bountiful has, within the last two years, administered policies that continue to support the provision of moderate income housing within the City. Based on the definition of Moderate Income Housing contained in State law, the City provides a high percentage of affordable housing options for moderate income persons residing in or desiring to reside within Bountiful City.