

BOUNTIFUL CITY COUNCIL

Tuesday, June 24th, 2025

6:00 p.m. – Work Session

7:00 p.m. - Regular Session

NOTICE IS HEREBY GIVEN on the Utah Public Notice Website, the Bountiful City Website and at Bountiful City Hall not less than 24 hours prior to the meeting that the City Council of Bountiful, Utah will hold its regular Council meeting at City Hall, 795 South Main Street, Bountiful, Utah, at the time and on the date given above. The public is invited to all open 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

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

AGENDA

6:00 p.m. – Work Session

1. Proposed Bountiful Trail Names – Ms. Amber Corbridge pg. 3

7:00 p.m. – Regular Meeting

1. Welcome, Pledge of Allegiance and Thought/Prayer
2. Public Comment – If you wish to make a comment to the Council, please use the podium and clearly state your name and city of residency, keeping your comments to a maximum of two minutes. Public comment is limited to no more than ten minutes per meeting. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives.
3. Consider approval of the minutes of the previous meeting held on June 10th, 2025 pg. 11
4. Council reports
5. Consider approval of expenditures greater than \$1,000 paid on June 11th, 2025 pg. 19
6. Appoint Aaron Arbuckle to the Planning Commission – Mayor Kendalyn Harris pg. 23
7. Appoint Jill Frasier to the Administrative Committee – Mayor Kendalyn Harris pg. 27
8. Consider approval of the purchase of network replacement equipment from NetWize in the total amount of \$109,964 – Mr. Corwin Beck pg. 29
9. Consider approval of the Final Architectural and Site Plan application for vehicle services at 416 W 500 South - Ms. Amber Corbridge pg. 31
10. Consider approval of the Final Architectural and Site Plan application for personal services at 515 W 500 South - Ms. Amber Corbridge pg. 41
11. Consider approval of the Final Architectural and Site Plan for a hotel at 638 N 500 West - Ms. Amber Corbridge pg. 53
12. Annual fraud risk assessment presentation – Mr. Tyson Beck pg. 91
13. Consider approval of the Cache Valley Electric Bid for the NW Substation in the total amount of \$3,199,644 – Mr. Allen Johnson pg. 97
14. Consider approval of the Accusonic quote for a flowmeter in the total amount of \$82,385 – Mr. Allen Johnson pg. 99
15. Consider for adoption – FY 2025 Amended Budget and FY 2026 Final Budget with related items – Mr. Galen Rasmussen pg. 101
 - o Public Hearing on the FY 2024-2025 Amended Budget and the FY 2025-2026 Final Budget
 - o Public Hearing on the FY 2025-2026 compensation increases for employees including executive municipal officers
 - o Consider approval of Ordinance 2025-08 approving compensation increases for employees including executive municipal officers
 - o Consider approval of Ordinance 2025-09 adopting amended and final budgets, property tax rates, compensation schedules, and related items
 - Amend the current Fiscal Year 2024-2025 budget and
 - Adopt Fiscal Year 2025-2026 budget as a Final Budget, incorporating technical corrections, a schedule of fees, taxes, and employee compensation schedules; confirmation of the City's participation in the Public Employee Contributory and Public Safety Retirement Systems; and adoption of property tax rates on real property for 2025.
16. Adjourn to a meeting of the RDA board with a separate agenda


City Recorder

City Council Staff Report



Subject: Proposed Bountiful Trail Names
Author: Amber Corbridge, Senior Planner
Date: June 24, 2025

Background

During the last work session, the City Council directed Staff to work with the Bountiful Trails Advisory Committee (BTAC) to come up with an updated list of trail names for approval, meeting the USFS naming guidelines (See Attached Forest Service Manual). The United States Forest Service (USFS) has the final decision of trail names within their jurisdiction.

Analysis

The following trail names have been approved by USFS:

Trail 201: Sunset
 Trail 300 and 301: Mahogany Ridge
 Trail 402 and 403: Hornet
 Trail 306: Big Rock (*Needs Council Review*)
 Trail 307 and 406: Peregrine (*Needs Council Review*)

The following names will still need to be reviewed by the USFS (Please see attached Trail Map for reference):

Note: the Council asked staff to see if the Bell family and the Green family had input on names for trails 304/305 and 501, respectively. At the time of this report, the families had been contacted but had not yet provided any suggestions. Their ideas will be shared at the time of the work session meeting on 6/24.

Trail Name Proposal 304 and 305:

Location: New downhill-only mountain biking trail near Elephant Rock, within Mueller Park trail network. This is a specific trail designed for a user group – mountain bikers.

1. “Elephant Down”

Rationale:

- ✓ The name is derived from the iconic local landmark, Elephant Rock.
- ✓ "Slide" evokes a smooth, downhill experience appropriate for mountain bikers.
- ✓ Compliant with USFS naming conventions: geographically descriptive, short, non-commercial, and easy to interpret.

2. “Dive Bomb”

Rationale:

- ✓ The name “Dive Bomb” captures the thrilling, fast-paced nature of the trail, suggesting a steep and aggressive descent popular with downhill riders.
- ✓ Peregrine falcons, natural to the landscape and area, are renowned for their incredible diving speed during hunting.
- ✓ It is concise, memorable, and descriptive of the trail experience, aligning with USFS naming standards.
- ✓ The name evokes the sensation of dropping rapidly downhill, fitting for the trail’s intended design and use.

3. "Redtail Descent"

Rationale:

- ✓ Named for the red-tailed hawk, a raptor native to the Wasatch Mountains, often seen soaring above Mueller Park.
- ✓ “Descent” indicates the trail’s primary direction and riding purpose.
- ✓ Culturally neutral, wildlife-related, and geographically appropriate.
- ✓ Clear, non-duplicative, and easy for trail users to remember and associate with the area.

4. “Treefall”

Rationale:

- ✓ “Treefall” evokes the forested and downhill nature of the trail.
- ✓ The term is also a play on “freefall” —fitting for an exciting downhill trail.
- ✓ As with other recommended names, the name suggests the sensation of dropping rapidly downhill.

Trail Name Proposal 404:

Location: Trail located within Mueller Park. The trail flows through native maple trees, particularly Bigtooth Maple, which is prevalent in this region.

1. “Maple”

Rationale:

- ✓ “Maple” references both the local vegetation and a typical landform (a hollow or small valley), making it a geographically and ecologically relevant name.
- ✓ The name honors the natural landscape, is concise, non-commercial, and easy to interpret—fully consistent with USFS naming conventions.
- ✓ It avoids the use of personal names or promotional language and can be easily understood by all trail users.
- ✓ The name builds a strong connection to the surrounding ecosystem and enhances interpretive and navigational clarity within the trail system.

2. “Maple Fire” or “Maple Glow”

Rationale:

- ✓ “Maple Fire” draws on the brilliant red and orange hues of Bigtooth Maple leaves during the fall, evoking the imagery of a fiery landscape without referencing actual wildfire events.

- ✓ The name is short, vivid, non-commercial, and thematically tied to the natural and seasonal beauty of the area.
- ✓ It is not the name of any known individual, business, or organization, and avoids duplication with other trail names in the region.
- ✓ The term is memorable and meaningful to both local users and visitors, offering a poetic connection to the trail's environment.
- ✓ "Maple Fire" fits USFS naming conventions by being descriptive, landscape-relevant, and culturally neutral.

Trail Name Proposal 405 and 409:

Staff recommends combining a trail name for 405 and 409, as they create one continuous trail together.

Location: Proposed trail within the Mueller Park area of the Wasatch-Cache National Forest, potentially situated between ridgelines or terrain features where a natural gap occurs. The trail would traverse forested foothill terrain populated by diverse bird species and native vegetation. This trail is designed as an intermediate, multi-user, bidirectional trail.

1. "Gobbler's Gap"

Rationale:

- ✓ "Gobblers Gap" references the wild turkeys that inhabit the Wasatch foothills and national forest lands, tying the name to local wildlife.
- ✓ "Gap" is a topographic term referring to a low point or pass between hills or mountains, making it geographically appropriate if the trail traverses such a feature.
- ✓ The name is non-commercial, descriptive, and culturally neutral, adhering to USFS naming standards.
- ✓ It is easily understood, memorable, and thematically consistent with both the environment and traditional naming conventions.
- ✓ There are no known conflicts with existing trail names in the region, and it does not commemorate a person, business, or event.

2. "Lazuli Line"

Rationale:

- ✓ "Lazuli Line" references the Lazuli Bunting, a small, brilliantly blue songbird native to Utah and frequently seen in the Wasatch foothills during spring and summer.
- ✓ "Line" is a common term used by mountain bikers and trail planners to describe a route, particularly one with a continuous flow or intentional design.
- ✓ The name is ecologically relevant, poetic, and non-commercial, meeting USFS standards by avoiding personal, business, or promotional references.
- ✓ It's short, unique, easy to pronounce, and creates a sense of connection to the natural environment, especially appealing to both riders and hikers.
- ✓ The name enhances interpretive value by subtly encouraging trail users to look for and appreciate native birdlife.

3. **“Rock Spine”**

Rationale:

- ✓ “Rock Spine” refers to a narrow, rocky ridgeline or formation, a common feature in Utah’s Wasatch Range. It suggests that the trail traces or traverses such terrain.
- ✓ The name is geologically descriptive, intuitive for trail users, and reflects the natural features encountered along the route.
- ✓ It is short, easy to pronounce, non-commercial, and culturally neutral, satisfying USFS trail naming conventions.
- ✓ The name does not reference any individual or business, and avoids duplication with existing trails in the region.
- ✓ “Rock Spine” adds a sense of adventure and topographic clarity, suitable for a technical or scenic route that incorporates rocky outcroppings.

4. **“Granite Gulch”**

Rationale:

- ✓ “Rock Spine” refers to a narrow, rocky ridgeline or formation, a common feature in Utah’s Wasatch Range. It suggests that the trail traces or traverses such terrain.
- ✓ The name is geologically descriptive, intuitive for trail users, and reflects the natural features encountered along the route.
- ✓ It is short, easy to pronounce, non-commercial, and culturally neutral, satisfying USFS trail naming conventions.
- ✓ The name does not reference any individual or business, and avoids duplication with existing trails in the region.
- ✓ “Rock Spine” adds a sense of adventure and topographic clarity, suitable for a technical or scenic route that incorporates rocky outcroppings.

Trail Name Proposal 501

Location: Easy, multi-user, bidirectional, trail from Holbrook Canyon Trailhead which connects with Bountiful Shoreline Trail (BST), and access to the new trails on the ridge.

1. **“Kinglet”**

Rationale:

- ✓ “Kinglet” refers to the ruby-crowned kinglet and golden-crowned kinglet, two small, native songbirds that inhabit montane and subalpine forest zones, found in Holbrook Canyon area.
- ✓ The name is simple and concise, one easily understood and spoken by the public.
- ✓ The name does not honor an individual, organization, or brand, in compliance with USFS policy.
- ✓ The name is non-duplicative, as regional trail databases confirm no existing trail is named Kinglet.

2. **“Holbrook Overlook”**

Rationale:

- ✓ The name directly references Holbrook Canyon, which leads to scenic views of the canyon and valley.
- ✓ The name is descriptive and geographically based
- ✓ The name is non-duplicative, as regional trail databases confirm no existing trail is named Holbrook Overlook.

Trail Name Proposal 502b

Location: Easy, multi-user, bidirectional, trail near Holbrook Canyon Trailhead which connects with Bountiful Shoreline Trail (BST).

1. “Gold Ridge”

Rationale:

- ✓ The proposed name refers to a prominent ridge feature within the Holbrook Canyon area, characterized by golden-hued grasses and wildflowers.
- ✓ The name is non-commemorative or commercial. The term “gold” is descriptive, not promotional.
- ✓ The name is easy to say, spell, and remember.

2. “Wildflower Ridge”

Rationale:

- ✓ The proposed name highlights the trail’s abundant seasonal wildflowers that bloom in the Holbrook Canyon area offering scenic natural beauty during spring and early summer.

Recommendation

Staff recommends the City Council approve a list of names for the trails outlined above.

Attachments

1. Forest Service Manual – 1242 Names for Administrative Units and Related Sites, and Other Names (pg. 5-6)
2. Trails Map

1241.1 - Proposal Submission

Submit proposals to establish, relocate, or abolish facilities to the appropriate approving official (FSM 1241.01, FSM 1241.04). Proposals must:

1. Define the problem and describe the factors that necessitate the changes requested.
2. Describe the alternative solutions considered.
3. Analyze the alternatives.
4. Recommend one alternative.

Cover the applicable items listed in FSM 1225.2. For organizational and facility location studies, cover a full range of alternatives including the current situation, colocation, shared services, consolidation, reductions at all affected levels, and reductions in selected activities.

See FSM 1730 and FSH 1709.11 for direction on preparing a Civil Rights Impact Statement. A Civil Rights Impact Statement is required for facility locations, or relocations, affecting 10 or more permanent employees.

See FSM 1971 and FSM 7312 for direction on economic evaluations and facility planning.

1242 - Names for Administrative Units and Related Sites, and Other Names

1242.02 - Objective

To select names that will endure and that are significant and appropriate for the particular unit, site, or area being named or renamed.

1242.03 - Policy

The following policies apply.

1242.03a - General

1. Do not use names of living persons (DR 5160-2).
2. Do not name a National Forest or Grassland after a deceased person until 100 years have elapsed since death and the name is firmly established in history or legend (DR 5160-2).
3. Use names whose origin and common usage have local acceptance, are not controversial, and best identify the area to the public.

4. Use names that describe the area's history, Indian culture, geology, geography, physiography, biology, or forestry.

5. Consider the significance of the present and proposed names from a historical and national point of view before renaming areas, sites, or units.

6. Name Ranger Districts and similar administrative areas after the headquarters town or site, if there are no appropriate names using the criteria in items 3 and 4 above.

7. Name classified or special-interest areas using the distinctive or picturesque qualities of the area; for example, wildernesses. Solicit recommendations from people with an interest in the area.

Policies for naming geographic features are in FSM 7147 and FSH 7109.14.

1242.03b - Memorials

Memorials are usually initiated by the local community. Memorials may be: (1) natural features such as geographic features and groves of trees; (2) developed areas such as plantations, nurseries, and campgrounds; or (3) improvements such as roads, trails, and structures.

Memorials may be named for organizations or deceased persons; however, using the name of a former Forest Service employee must be approved by the Chief, and names recognizing individual contributions or interest in conservation shall be used only in especially meritorious cases.

Maintain an appropriate balance between the stature of the individual or organization and kind of area or site being named. For permanent developments, groves, and plantations, ensure that the name and its significance will endure.

1242.03c - National Forest and Grassland Names

Where Forests or Grasslands, or portions of them, have been consolidated with other units:

1. Use only the proclaimed National Forest or official Grassland name for signs and published material about a single Forest or Grassland.

2. Use the following rules for signing when more than one National Forest or Grassland is administered as one unit or lands of one National Forest or Grassland are administered by another:

a. Sign administrative sites with a unit name that identifies each Forest when two National Forests are administered as one forest. Accepted examples are (1) Huron-Manistee National

Bountiful Masterplan

Legend

----- PROPOSED

Bountiful TIP Trails

- EASY (GREEN)
- INTERMEDIATE (BLUE)
- DIFFICULT (BLACK)
- EXPERT (DOUBLE BLACK)

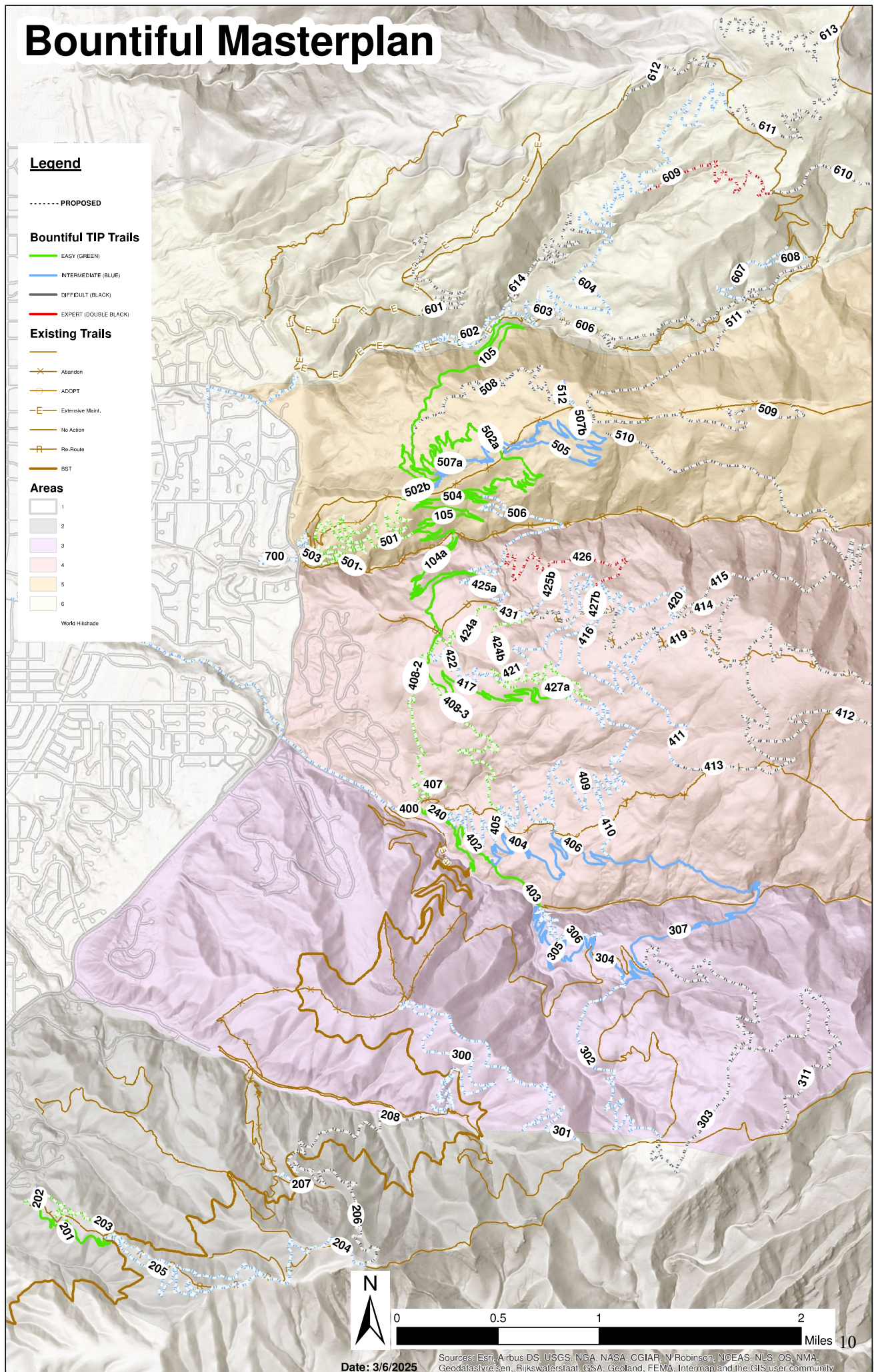
Existing Trails

- Abandon
- ADOPT
- Extensive Maint.
- No Action
- Re-Route
- BST

Areas

- 1
- 2
- 3
- 4
- 5
- 6

Works Hillshade



Date: 3/6/2025

Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NOAA, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

Minutes of the
BOUNTIFUL CITY COUNCIL
June 10, 2025 – 6:00 p.m.

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

Work Session – 6:00 p.m.
City Council Chambers

Present:	Mayor Pro Tem	Matt Murri
	Councilmembers	Kate Bradshaw, Beth Child, Cecilee Price-Huish
	City Manager	Gary Hill
	Asst City Manager	Galen Rasmussen
	City Attorney	Brad Jeppsen
	City Engineer	Lloyd Cheney
	Planning Director	Francisco Astorga
	Streets Director	Charles Benson
	Parks Director	Brock Hill
	Asst City Engineer	Todd Christensen
	Senior Planner	Amber Corbridge
	Asst Planner	DeAnne Morgan
	Recording Secretary	Maranda Hilton
Excused:	Mayor	Kendalyn Harris
	Councilmember	Richard Higginson

Mayor Pro Tem Murri opened the meeting at 6:03 pm, welcomed those in attendance.

FOREST SERVICE TRAIL NAMING GUIDELINES – MS. AMBER CORBRIDGE

Ms. Amber Corbridge explained that several of the new trail names have been submitted to and rejected by the Forest Service. Staff now have a better understanding of the guidelines the Forest Service uses to evaluate the trail names and would like direction from the Council on how to proceed with naming.

Councilmember Bradshaw asked if the Trails Committee could come up with a few new names for each of the unnamed trails that follow the guidelines so that Council has a good list to choose from. Ms. Corbridge reminded the Council that the Trails Committee will not be meeting in July. Mr. Gary Hill suggested they survey the Trails Committee members and have staff bring a list of three to four names per trail to the next Council meeting. Mr. Corbridge said they can do that.

Councilmember Bradshaw brought up the fact that two trails were going to be named for people in our community and asked how the City should handle informing their families about the change. Mr. Hill said that he had already spoken to and received assurances from Jesse Bell's family, and that he would also speak to King Green's family about the situation. He reminded the Council that we will still have King's Crossing bridge named for Mr. Green, so that is good. Councilmember

1 Bradshaw suggested having the Bell and Green families offer trail name suggestions that follow the
2 Forest Service guidelines as well.

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4 **HEALTHY UTAH DESIGNATION- MR. GARY HILL**

5 Mr. Gary Hill explained that Mayor Harris and Councilmember Price-Huish have taken on the
6 task of applying to become a “Healthy Utah Community” as designated by Get Healthy Utah and the
7 Utah League of Cities and Towns. He asked the Council to weigh in on whether they are supportive
8 of creating a committee made up of organizations and individuals in the community to help with that
9 process.

10 Councilmember Price-Huish said the minimum number of people required for the committee
11 is four. She said perhaps four to six people would be a good number to start with and it can be
12 changed later as they become more established. She envisions inviting people who work in education,
13 healthcare, and mental healthcare to be involved.

14 Councilmember Bradshaw said that one of our residents is the director of the “Every Kid
15 Outdoors” program and might be a great person to have involved as well. She also suggested
16 involving the BCYC and people from the farmers market community or avid gardeners.

17 Councilmember Murri asked if becoming a “City of Trees” would help us achieve this
18 designation as well. Councilmember Price-Huish said it may qualify as “beautifying a section of your
19 community that can help promote gathering” which is one of the requirement options.

20 Councilmember Child liked that idea and also asked if the staff who help with the farmers
21 market would be good people to put in charge of this committee. Mr. Gary Hill said he did not know
22 who would be over it yet, but that he would find someone.

23 The entire Council was in favor of creating the committee and having it be focused on
24 promoting existing programs and organizations for the time being. Mr. Hill asked each
25 Councilmember to please send him names of people and organizations so staff can begin to prepare
26 appointments for the committee. He explained that if he can get names by next Tuesday, they will
27 send out invitations by the end of the week and send the formal letter this week.

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29 The meeting ended at 6:46 pm.
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Regular Meeting – 7:00 p.m.
City Council Chambers

Present: Mayor Pro Tem Matt Murri
Councilmembers Kate Bradshaw, Beth Child, Cecilee Price-Huish
City Manager Gary Hill
Asst City Manager Galen Rasmussen
City Attorney Brad Jeppsen
City Engineer Lloyd Cheney
Planning Director Francisco Astorga
Streets Director Charles Benson
Water Director Kraig Christensen
Power Accountant Tyrone Hansen

Elect. Engineer Luke Veigel
Asst Planner DeAnne Morgan
Recording Secretary Maranda Hilton

Excused: Mayor Kendalyn Harris
Councilmember Richard Higginson

WELCOME, PLEDGE OF ALLEGIANCE AND THOUGHT/PRAYER

Mayor Pro Tem Murri called the meeting to order at 7:00 pm and welcomed those in attendance. Mr. Cacey Bowen led the Pledge of Allegiance and Mr. John Cook, BCYC Advisor, offered a prayer.

PUBLIC COMMENT

The time for public comment began at 7:02 pm.

Mr. Cacey Bowen gave a short presentation about the Neighborhood Emergency Preparedness Committee; how they are organized and what roles they fill during emergencies and disasters. He also announced the Davis County Amateur Radio Day being held on June 26th and 27th.

The time for public comment ended at 7:05 pm.

CONSIDER APPROVAL OF MINUTES OF THE PREVIOUS MEETINGS HELD ON MAY 27TH, 2025

Councilmember Bradshaw made a motion to approve the minutes from May 27th, 2025, and Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri, and Price-Huish voting “aye.”

COUNCIL REPORTS

Councilmember Price-Huish reported that the City will have enough power to cover all the peak summer usage, thanks to the thoughtful, long-term planning of the Power Director. She also

1 reported that the food truck league has started its summer rotation at Town Square every Tuesday and
2 Friday night, the Farmers' Market will kick-off next Thursday, and the Concerts in the Park series
3 will begin next week, and the Coats for Kids Car Show by the Bountiful Rotary will be this weekend.
4 She also announced the passing of former Bountiful Mayor, Joe Johnson, and called him a dear
5 friend, mentor, and joyful example of a public servant. She conveyed her love to his wife and family.

6 Councilmember Child thanked Mr. Cacey Bowen for his report on the Neighborhood
7 Emergency Preparedness Committee and thanked that organization for all they do for the community.
8 She reported that the Chalk Art Festival was a great success and encouraged everyone to attend the
9 Car Show. She also reported that the Main Street Merchants have several events coming soon. She
10 expressed her gratitude for everyone who gives of their time to make Bountiful such a wonderful
11 place to be.

12 Councilmember Bradshaw expressed her appreciation for Mayor Joe Johnson's influence in
13 Bountiful, saying that he was not only instrumental in bringing the Recreation District to Bountiful,
14 but that he was always willing to spend time sharing insights and mentoring her. She gave a shoutout
15 to the Streets Director for his compassion and willingness to help a resident who was in a tough
16 situation, saying that he is part of what makes Bountiful so amazing. She reported that the BDAC has
17 new banners out front, which have the upcoming art show information on them, and she encouraged
18 everyone to go check out everything the BDAC has to offer. Finally, she reported that the SDRD
19 Board met last night, and that financially the district is on better footing and is turning their attention
20 toward the future; how to fund maintenance and expansion projects, and how to ensure this resource
21 is managed well moving forward.

22 Mayor Pro Tem Murri offered his thoughts and prayers to the Higginson family as
23 Councilmember Richard Higginson is still recuperating. He reported that the Bountiful History
24 Museum is looking for more volunteers so they can expand their hours of operation. He encouraged
25 anyone with an upcoming event to have the Mosquito Abatement District come spray, free of charge.
26 He expressed his appreciation for Mayor Joe Johnson and the personal impact he had on him and
27 everyone in the community. He expressed his love for the Johnson family.

28 29 **BCYC REPORT**

30 Mr. John Cook, BCYC Advisor, reported that the BCYC spent over 850 hours on BCYC
31 events and giving community service during their previous year. The new year has just begun and
32 they have 59 students from 9 schools: 18 seniors, 15 juniors, 12 sophomores, and 14 freshmen. The
33 BCYC has restructured, creating four committees for the students to serve on; Youth-led Events,
34 Community Support, Service, and Engagement. They held their kick-off meeting last week, and 28
35 members helped at the Chalk Art Festival. Upcoming, they will help at the Food Pantry, help with
36 Handcart Days, and work on getting new sweatshirts and t-shirts ordered.

37 38 **CONSIDER APPROVAL OF:**

39 **A. EXPENDITURES GREATER THAN \$1,000 PAID ON MAY 21ST, 28TH, AND JUNE** 40 **4TH, 2025**

41 **B. APRIL 2025 FINANCIAL REPORT**

42 Councilmember Price-Huish made a motion to approve the expenditures and the April 2025
43 report and Councilmember Child seconded the motion. The motion passed with Councilmembers
44 Bradshaw, Child, Murri, and Price-Huish voting "aye."

45 46 **CONSIDER APPROVAL OF THE PROPOSED LOT LINE ADJUSTMENT AT 921 AND 965**

BARTON COURT (1525 EAST) – MRS. DEANNE MORGAN

Mrs. DeAnne Morgan explained the lot line adjustment at 921 and 965 Barton Court and outlined the conditions of approval.

Councilmember Bradshaw made a motion to approve the lot line adjustment as presented and Councilmember Child seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri, and Price-Huish voting “aye.”

CONSIDER APPROVAL OF THE PROPOSAL OF BLACK FOREST PAVING AT THE UNIT PRICES NOTED IN THE BID TABULATION – MR. LLOYD CHENEY

Mr. Lloyd Cheney explained that this contract is for some small paving projects throughout town. Six companies submitted bids and staff recommends accepting the proposal from Black Forest Paving, the low bid.

Councilmember Bradshaw asked how the construction on 200 East is going and when residents can expect to see it completed. Mr. Cheney answered that they have until construction season is over to complete that project.

Councilmember Bradshaw made a motion to approve the proposal from Black Forest Paving and Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri, and Price-Huish voting “aye.”

PUBLIC HEARING TO CONSIDER AMENDING THE ORIGINALLY ADOPTED FISCAL YEAR 2024-2025 BUDGETED TRANSFER OF \$3,072,651 TO \$3,222,651 FROM LIGHT & POWER FUND TO THE GENERAL FUND OF THE CITY – MR. GALEN RASMUSSEN

Mayor Pro Tem Murri explained that the next three items will not be voted on tonight but will have public hearings.

Mr. Galen Rasmussen explained that this item is an amendment to the existing transfer that was adopted last year. He said that this fund transfer is a reimbursement to the General Fund for services provided to the enterprise fund, which include payroll and employee benefits, accounting, budgeting, information technology, legal and insurance work, engineering and planning, building maintenance, and utility billing and customer service. The amended amount of the transfer is \$3,222,651, which is 8.1% of total Power Department expenses and is based on 10% of metered sales. He also explained that the transfer helps to fund essential services and provides a way for tax-exempt entities to contribute to the funding of these services.

The public hearing was opened at 7:36 pm.

Dr. Ronald Mortensen, PhD said he would like the City to provide residents with the total amount of payments made to the Power Department each year by the tax-exempt entities and to answer the following questions and post the answers on the City’s website.

- a. Is the \$3M reimbursement made by these entities on top of the payments they make for electricity that they actually use and are billed for?
- b. Do tax-exempt entities pay a special power rate in order to create the excess revenue needed to cover that \$3M transfer? If not, what rate do they pay?
- c. If the tax-exempt entities do not cover the full \$3M transfer, doesn’t that mean that all customers are helping fund it?

The public hearing was closed at 7:37 pm.

**PUBLIC HEARING TO CONSIDER ADOPTING A FISCAL YEAR 2025-2026 BUDGETED
TRANSFER OF \$3,164,831 FORM THE LIGHT & POWER FUND TO THE GENERAL
FUND OF THE CITY – MR. GALEN RASMUSSEN**

Mr. Galen Rasmussen explained that the proposed fund transfer for the 2025-2026 fiscal year is \$3,164,831, which amounts to 7.2% of the Power Department's expenses and is based on 10% of metered sales.

The public hearing was opened at 7:39 pm.

Dr. Ronald Mortensen, PhD asked the following questions.

- a. Given that Rocky Mountain Power has to pay taxes on its property, pay corporate income taxes, and pay dividends to its shareholders, and Bountiful power does not have to pay for any of those things, why are Rocky Mountain Power's rates lower?
- b. Why is Bountiful Power's flat-rate customer charge 24% higher than Rocky Mountain Power's?
- c. Why is Rocky Mountain Power able to offer energy saving rebates and incentives to their customers but Bountiful Power does not offer those benefits?

The public hearing was closed at 7:41 pm.

Councilmember Price-Huish asked why the fund transfers were being continued to the June 24th meeting. Mr. Gary Hill explained that originally all the budget and transfer items were going to be presented and voted on today, and the respective public hearings were noticed for this date; however the Mayor was unable to attend this meeting and asked to move them to the June 24th meeting. The public hearings still had to take place tonight because of public notice laws, but public hearings will also be held on June 24th.

**PUBLIC HEARING TO REVIEW THE FISCAL YEAR 2025-2026 BUDGET AND THE
PROPOSED RATE INCREASES FOR WATER AND POWER – MR. GALEN RASMUSSEN**

Mr. Galen Rasmussen went over the timeline of budget preparation for the 2025-2026 fiscal year. The tentative budget was approved on May 13th and is currently open to the public for review, and will be up for adoption at the June 24th meeting.

He pointed out that there is no property tax increase being proposed this year. There are some proposed rate and fee increases, including a Police Department fingerprinting fee, Planning department kitchen deed restriction fee, Storm Water department storm water rate, Water department metered water rates, Light and Power department electric metered sales rates, Golf department weekend greens fees, Landfill department dump fees, and Cemetery department natural boulder niche rates. The budget also includes a 5% cost of living adjustment to employee salaries, employee merit increases, employee medical coverage increases, and one new position being created at the Golf department.

Mr. Kraig Christensen presented about the need for the metered water sales rate increase to help fund ongoing maintenance needs for the aging water system, and fund special projects to rehabilitate several wells and reservoirs. Bountiful City currently has 11,139 metered water connections, 260 Pressure Reducing Valves (PRVs), 181 miles of main lines, 15 reservoirs, 14 booster stations, 9 wells, and 1 water treatment plant.

Councilmember Price-Huish asked how Bountiful will compare to other city's rates if we

1 approve the increase. Mr. Lloyd Cheney said Bountiful has historically been at the lower end of rates
2 in Davis County, but this increase will put us about in the middle.

3 Mr. Tyrone Hansen presented about the Power department's proposed rate and fee increases,
4 explaining that they are asking for a 3% rate increase and 10% fee increase to generate revenue to
5 help them maintain and improve their infrastructure and provide safe, economical, and reliable power
6 for their customers. He mentioned the inflated cost of supplies and materials contributing to the need
7 for more revenue. The City of Bountiful currently has 6 substations, 42 miles of 46KV transmission
8 lines, 90 miles of 15KV overhead distribution lines, 135 miles of 15KV underground distribution
9 lines, and 75 miles of street light circuits. He also addressed the comment about Rocky Mountain
10 Power rates being lower than Bountiful Light & Power rates. He explained that it is not a direct
11 comparison, because of differing structures and schedules, but by his calculations Bountiful rates will
12 still be 2.6% lower on average after the 3% increase is approved.

13 Mr. Luke Veigel presented about how they maintain and replace their aging lines and poles,
14 fix outages, work to keep trees trimmed.

15
16 The public hearing was opened at 8:22 pm.

17
18 No comments were made.

19
20 The public hearing was closed at 8:22 pm.

21
22 Councilmember Bradshaw made a motion to continue the public hearing for budget items to
23 June 24th, 2025, and Councilmember Child seconded the motion. The motion passed with
24 Councilmembers Bradshaw, Child, Murri, and Price-Huish voting "aye."

25 Mayor Pro Tem Murri asked who would address the questions that were brought up during
26 the public hearings. Mr. Garu Hill said residents could come speak with either Mr. Rasmussen or
27 himself.

28
29 **ADJOURN**

30 Councilmember Price-Huish made a motion to adjourn the meeting and Councilmember
31 Bradshaw seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri,
32 and Price-Huish voting "aye."

33
34 The meeting was adjourned at 8:24 pm.

Mayor Kendalyn Harris

City Recorder

City Council Staff Report

Subject: Expenditures for Invoices > \$1,000 paid
June 11, 2025

Author: Tyson Beck, Finance Director

Department: Finance

Date: June 24, 2025



Background

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

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

Analysis

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

Department Review

This report was prepared and reviewed by the Finance Department.

Significant Impacts

None

Recommendation

Council should review the attached expenditures.

Attachments

Weekly report of expenses/expenditures for invoices equaling or exceeding \$1,000, paid June 11, 2025.

Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00
Paid June 11, 2025

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
7042	AFFORDABLE TURF & SP	Golf Course	555500 425000	Equip Supplies & Maint	1,023.84	245665	4096446	Misc. Parts/Supplies
9280	AMERICAN MAINTENANCE	Cemetery	595900 425000	Equip Supplies & Maint	6,600.00	245667	723146	Fertilizer for Bountiful Cemetery
14651	CREATIVE TRAILS, INC	Trails	454550 473103	Improv. Other Than Bldg-Grant\$	10,142.66	245678	06092025	Trail Flagging
2875	CURTIS BLUE LINE	Police	104210 445100	Public Safety Supplies	1,031.20	245680	INV953459	Misc. Parts/Supplies - Cust # C4197
15414	DESIGN WEST ARCHITEC	Redevelopment Agency	737300 472100	Buildings	134,516.33	245682	2406-1	Project #2406 work completed through May 2025
9982	DIAMOND TREE EXPERTS	Light & Power	535300 448632	Distribution	11,816.00	245683	76577	Tree Trimming
9982	DIAMOND TREE EXPERTS	Light & Power	535300 448632	Distribution	12,011.20	245683	76578	Tree Trimming
5039	E.C.T. SALES & SERVI	Water	515100 431000	Profess & Tech Services	1,226.53	245685	20951	Misc. Parts/Supplies
2141	FARWEST LINE SPECIAL	Light & Power	535300 448636	Special Equipment	2,232.93	245688	7507631	Hydraulic Tamper - Cust ID 362880
2164	FERGUSON ENTERPRISES	Water	515100 448400	Dist Systm Repair & Maint	3,163.20	245689	1267368	Misc. Parts/Supplies - Cust #48108
2229	FRODSHAM BETTER LAWN	Parks	104510 426000	Bldg & Grnd Suppl & Maint	1,462.50	245690	132309	Fertilizer Treatment
2350	GREEN SOURCE, L.L.C.	Parks	104510 426000	Bldg & Grnd Suppl & Maint	16,712.00	245693	25492	Misc. Parts/Supplies
2350	GREEN SOURCE, L.L.C.	Golf Course	555500 426000	Bldg & Grnd Suppl & Maint	1,060.00	245693	25632	Turf supplies
2553	HVAC CONSTRUCTION, I	Water	515100 426000	Bldg & Grnd Suppl & Maint	1,400.00	245699	130338	Service Call
2621	IRH	Light & Power	535300 448639	Substation	2,147.00	245704	306058	Crane Service - Cust #UC21971
15574	ISLAND VIEW PLUMBING	Parks	104510 426000	Bldg & Grnd Suppl & Maint	2,260.05	245705	3980	Service/Labor for drinking fountain
6959	JANI-KING OF SALT LA	Light & Power	535300 424002	Office & Warehouse	1,883.10	245706	SLC06250038	June 2025 Janitorial Cleaning - Cust # 065075
4758	JAY'S TIRE PROS	Refuse Collection Operations	585800 425000	Equip Supplies & Maint	1,032.36	245707	237523	Tires and Service - Cust #2114
2719	JMR CONSTRUCTION INC	Streets	104410 473400	Concrete Repairs	60,853.46	245708	05312025	Work completed through May
2719	JMR CONSTRUCTION INC	Water	515100 461300	Street Opening Expense	2,227.50	245708	05312025	Work completed through May
8137	LAKEVIEW ASPHALT PRO	Redevelopment Agency	737300 426100	Special Projects	22,283.10	245710	13814	Patching - Cust #BOUN02610
8635	LARSEN LARSEN NASH &	Legal	104120 431100	Legal And Auditing Fees	5,750.00	245712	05312025	Legal Fees for May 2025
13969	LAUNCH CONSTRUCTION	Parks	104510 426000	Bldg & Grnd Suppl & Maint	3,979.50	245713	2520-1	Electrical Work at Summerwood Trailhead
2913	LAYTON CITY CORP	Police	104210 429200	Computer Software	15,209.03	245715	M25-000687	Davis area Public Safety System Software& Services
16113	LTI POWER SYSTEMS	Light & Power	535300 448613	Power Plant Operating Costs	33,570.66	245717	9124	Inverters - Cust # BOU100
2987	M.C. GREEN & SONS IN	Water	515100 473110	Water Mains	507,203.48	245718	5380	Work completed through May, App # 2
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist Systm Repair & Maint	1,539.36	245724	S106952587.003	Misc. Parts/Supplies - Cust # 18498
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist Systm Repair & Maint	2,235.00	245724	S107038802.001	Misc. Parts/Supplies - Cust # 18498
3195	MOUNTAINLAND SUPPLY	Water	515100 448650	Meters	3,730.35	245724	S107055356.001	Misc. Parts/Supplies - Cust # 18498
5550	PARTRIDGE GROUP	Police	104210 432000	Examination & Evaluation	1,350.00	245766	6433	Direct Care/Therapy
3431	PAUL'S SALES & SERVI	Golf Course	555500 425000	Equip Supplies & Maint	1,737.54	245767	77105	Misc. Parts/Supplies - Cust # 100418
10033	PINETOP ENGINEERING	Streets	104410 441300	Street Signs	4,527.60	245770	5642	Engineering work for Bountiful City
4791	POINT S TIRE & AUTO	Water	515100 425000	Equip Supplies & Maint	1,095.83	245771	0172248	Tire service
3532	POWELL ELECTRICAL SY	Light & Power	535300 474790	CIP 09 Dist Sub NW Substation	196,186.50	245772	10028932	NW Switch gear - Cust REF #20542
5553	PURCELL TIRE AND SER	Streets	104410 425000	Equip Supplies & Maint	3,877.63	245773	280110417	Tires and Service - Cust # 2801867
13120	RECYCLE IT	Landfill Operations	585820 448000	Operating Supplies	6,060.00	245776	10642	Mattress Recycling for May 2025
4775	ROCKY MOUNTAIN VALVE	Water	515100 448400	Dist Systm Repair & Maint	5,313.48	245779	INV-00305	PRV
14313	SHUPE COMPANIES	Light & Power	535300 448613	Power Plant Operating Costs	33,871.00	245781	17391	Dispatching Lighting
16111	SUPERIOR ROOFING	Light & Power	535300 424002	Office & Warehouse	83,479.55	245787	588900001	Prj # 5889 - Warehouse Roof Repair
4171	THATCHER COMPANY	Water	515100 448000	Operating Supplies	3,231.27	245788	2025100107830	T-Chlor - Cust # C1303
4229	TOM RANDALL DIST. CO	Streets	104410 425000	Equip Supplies & Maint	22,957.12	245790	0399730	Fuel - Acct # 000275
4257	TREE SOURCE CENTRAL	Parks	104510 426000	Bldg & Grnd Suppl & Maint	1,162.20	245791	1150350-1	7' Austrian Pine
4273	TURF EQUIPMENT CO	Cemetery	595900 426000	Bldg & Grnd Suppl & Maint	2,833.60	245792	3033001-00	Misc. Parts/Supplies - Cust # 2144
4300	ULINE	Crossing Guards	104216 445100	Public Safety Supplies	1,364.35	245793	193709749	Misc. Parts/Supplies - Cust # 31860400
10811	UTOPIA FIBER	Fiber	505000 472150	Fiber Networks Buildings-Huts	412,000.00	245796	06022025	Completion finalizing Network Construction /BNTFL

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESC</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
10811	UTOPIA FIBER	Fiber	505000 473150	Fiber Network Lines/Conduit	73,906.18	245796	05312025 INSTALL	Fiber Network connections for Bountiful City
10811	UTOPIA FIBER	Fiber	505000 473150	Fiber Network Lines/Conduit	356,550.00	245796	CONBF-017	April 2025 fiber connection fees
10811	UTOPIA FIBER	Fiber	505000 473150	Fiber Network Lines/Conduit	3,005,757.06	245796	06022025	Completion finalizing Network Construction /BNTFL
10811	UTOPIA FIBER	Fiber	505000 474510	Fiber Network Hut Equipment	196,200.00	245796	06022025	Completion finalizing Network Construction /BNTFL
5361	WATTS STEAM STORE UT	Parks	104510 425000	Equip Supplies & Maint	1,164.94	245800	7335441	Parts and Service - Cust ID 129748
TOTAL:					<u>5,284,928.19</u>			

City Council Staff Report



Subject: Planning Commission Appointment of Aaron Arbuckle
Author: Francisco Astorga, AICP, Planning Director
Department: Planning
Date: June 24, 2025

Background

The Bountiful City Planning Commission currently has a vacancy following the expiration of Jim Clark's term at the end of this month. Jim served the Commission for two (2) consecutive terms. The Commission is composed of seven (7) individuals: six (6) Bountiful City residents appointed by the Mayor with the advice and consent of the City Council, and one (1) Council member appointed by the Mayor. Planning Commission appointments are typically four (4) years. Aaron Arbuckle submitted an application during the public recruitment process which closed on June 6, 2025.

Analysis

Aaron Arbuckle has been a long-time Bountiful resident and is a licensed architect with over 20 years of experience in the design and planning of community, institutional, and mixed-use projects. He holds professional certifications from the American Institute of Architects (AIA), is LEED AP certified, and is an accredited member of the Congress for the New Urbanism.

Mr. Arbuckle's resume includes significant involvement in both public and private sector projects throughout the state and the western U.S., including libraries, city halls, and large-scale mixed-use developments. He has served on the administrative committee for the Planning Commission over the past year, demonstrating a familiarity with the City's planning principles and ordinances. He expressed a strong desire to contribute to the continued growth and resilience of the City with a focus on sustainability, quality design, and community character.

Mr. Arbuckle's professional expertise and civic mindedness will serve as an asset to the Commission as it implements the updated General Plan and considers important land use matters in the years ahead.

Department Review

This recommended appointment by the Mayor was reviewed by the Planning Director and City Manager.

Significant Impacts

None.

Recommendation

It is recommended that the City Council approve the appointment of Aaron Arbuckle to the Bountiful Planning Commission for a four (4) year term beginning July 1, 2025.

Attachments

1. Updated Planning Commission Roster (July 2025), if appointed

Attachment 1 – Updated Planning Commission Roster (July 2025), *if appointed*

Commissioner	Current Term Start Date	Current Term End Date	Additional
Lynn Jacobs ⁱ	Jul. 2022	Jun. 2026	Member since Jan. 2020
Sean Monson	Jul. 2022	Jun. 2026	Member since Jan. 2011
Alan Bott ⁱⁱ	Jul. 2023	Jun. 2027	Member since Nov. 2021
Beverly Ward	Jul. 2023	Jun. 2027	
Krissy Gilmore	Jul. 2024	Jun. 2028	Member since Mar. 2022
Aaron Arbuckle	Jul. 2025	Jun. 2029	
Richard Higginson ⁱⁱⁱ	Jan. 2023	TBD	

ⁱ 2024 Planning Commission Chair

ⁱⁱ 2024 Planning Commission Vice-Chair

ⁱⁱⁱ 2024 City Council Member Appointment

City Council Staff Report



Subject: Administrative Committee Appointment of Jill Frasier
Author: Francisco Astorga, AICP, Planning Director
Date: June 24, 2025

Background

The Bountiful City Administrative Committee is a three-member body authorized to review and act on certain land use decisions as provided in the Bountiful Land Use Code, including home occupation conditional use permits, detached accessory dwelling unit permits, short-term rental permits, etc. The Committee is made up of the Planning Director or designee (Committee chair), the City Engineer or designee, and a Resident Member. The Resident Member is appointed by the Mayor with the advice and consent of the City Council and serves for a period of two (2) years. The current resident member is Aaron Arbuckle. If the City Council approves the appointment of Mr. Arbuckle to the Planning Commission, there will be a vacancy on the Administrative Committee.

Analysis

Jill Frasier, a long-time Bountiful resident, has expressed her willingness to serve on the Administrative Committee. Ms. Frasier has extensive experience in community service and civic involvement, having served in numerous volunteer capacities including PTA president, local school community council member, Handcart Days Committee chair, and a crisis responder for Safe Harbor Women's Shelter. She has also worked professionally as a compliance officer in the real estate investment industry and is familiar with zoning, land use regulations, and development review processes.

Ms. Frasier brings a collaborative, balanced perspective and a demonstrated commitment to community values. Her civic engagement and understanding of neighborhood-level planning issues make her well-qualified to serve on the Administrative Committee.

Department Review

This recommended appointment by the Mayor was reviewed by the Planning Director and City Manager.

Significant Impacts

None.

Recommendation

Staff recommends approval of the appointment of Jill Frasier as the Resident Member of the Bountiful City Administrative Committee serving a two-year term, ending on July 1, 2027.

Attachments

None.

City Council Staff Report

Subject: Network Equipment Refresh
Author: Greg Martin
Department: Information Technology
Date: June 24, 2025



Background

Bountiful City has been operating on network switches and wireless access points from Ruckus Network (formerly Brocade) for the last nine years. These network switches and access points allow communication between computers, servers, and the Internet. Currently, over half of our existing network switches are past end of life and end of support.

Analysis

We researched competing technologies from Arista, Ruckus, and Fortinet for replacement network hardware. Fortinet was selected for the features offered, the integrations with our existing firewalls, our support experience, and the price. We priced three different manufacturers and two different suppliers, however, the second supplier did not provide a quote.

Ruckus (NetWize):	\$139,185
Arista (NetWize):	\$216,369
Fortinet (NetWize):	\$109,964
Fortinet (SHI):	\$-

Department Review

The report was reviewed by the City Manager and IT Director.

Significant Impacts

The IT Department will be using capital funds allocated for this project.

Recommendation

The Information Technology department recommends that the City Council approve the purchase of network replacement equipment from NetWize for \$109,964.

Attachments

Quotes available upon request.

City Council Staff Report

Subject: Final Architectural and Site Plan for Vehicle Services at 416 West 500 South Suite C
Author: Amber Corbridge, Senior Planner
Date: June 24, 2025



Background

The applicant, Herbert Bornholdt, with *Bountiful Emissions LLC*, is requesting (with owner *LaSalle YI LLC* consent) **Final Architectural Site Plan Approval** to operate vehicle services at 416 West 500 South, Suite C. The property is zoned C-G (General Commercial) where this proposed use, vehicle services, is listed as conditional use ([§14-6-103](#)). Currently, the property includes parking and structures for a bicycle shop, drive-through coffee shop, and barbershop, as shown below in Figure 1, below. Previously, Suite C was for a vehicle glass and mirror sales and repair shop, *Valley Glass Bountiful*. This proposed use is considered a change of use, and requires Site Plan Approval (Land Use Code [§14-6-111](#)). There are no proposed changes to the building or site.



Figure 1. Aerial of 416 W 500 S, Existing and Proposed Businesses, Basemap from Nearmap, April 2025

The Planning Commission reviewed this application on June 17, 2025, and forwarded a positive recommendation with conditions listed below to the City Council (4-0).

Analysis

Conditional Use Standards

The City Council shall consider how the proposed use 1) relates to the surrounding uses, 2) impacts the existing surrounding developments, and 3) appropriate buffering of uses and buildings, proper parking and traffic circulation, and the use of building materials and landscaping, which are in harmony with the area (see [Code §14-2-506.C](#)).

The proposed use would fit in with the surrounding properties along 500 South. This area has diverse zoning and uses, as shown in Figure 2, below. The property to the east is also zoned General Commercial and includes uses such as vehicle sales and services, medical offices, and a fast-food restaurant. The property across the street to the south is zoned General and Heavy Commercial and used for retail and personal services. The properties to the west are zoned Heavy Commercial and include a title loan business, professional services, and fast-food restaurants.

The proposed use has similar operations to the previous use, working with vehicles, but with less impact than vehicle repair as it is emissions testing with parts replacements, only. All services and storage of equipment will occur indoors. The attached photos and floorplan show the existing bay service doors, shop area, and office.

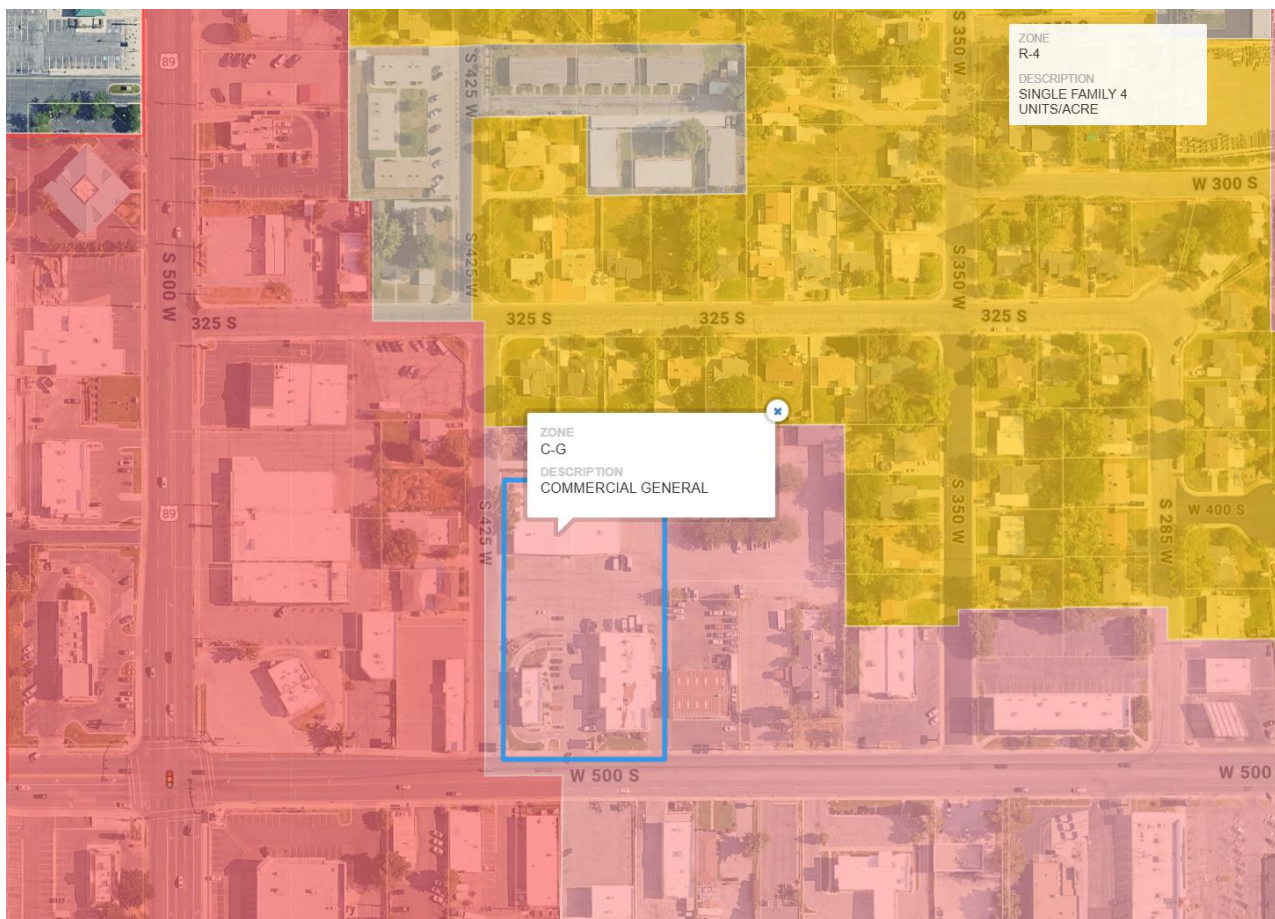


Figure 2. Current Zoning Map of 416 W 500 S and Vicinity, 2025

Architectural and Site Plan Review

The City Council shall determine if the proposed architectural and site development plans submitted are consistent with the purpose and objectives of the Code ([14-2-301](#)). The purpose of the architectural and site plan review and approval process is:

1. To determine compliance with the Land Use Code
2. To promote the orderly and safe development of land in the City
3. To implement the policies and goals established in the Bountiful City General Plan
4. To promote the orderly layout of buildings, landscaping, walkways, lighting, and other site improvements.

The proposed use will occupy a vacant unit of a commercial building along 500 South and adding personal services to the site will benefit other surrounding businesses and meet the goals and objectives of the General Plan to attract commercial development.

Existing developments, such as this site, require a lesser review when the proposal meets ([14-2-304.B](#)):

1. The site is an existing development.
2. The change of use does not include significant work including additions, remodels, structure modifications, etc.
3. The intensity of the use is comparable or less to the former use in terms of parking, screening, utility capacity, etc.

The architectural and site plans have been reviewed by staff, where the intensity of the use is the same as the former use and does not impact the site's setbacks, height, landscaping, screening, parking, loading, lighting, and all other applicable standards. The existing structure is approximately 7,454 square feet and where 38 parking spaces are required for general business, retail and services providing customer service. The existing site has a total of 68 shared parking spaces between all uses (fast food restaurant and general retail/business); however, the minimum parking required to meet current standards is 98 stalls and is considered nonconforming. There are no proposed changes to the building and site. The plans for the proposed use and development meet department review comments.

Because the site has frontage on the UDOT system and the proposal includes a site plan review by the local authority, the applicant must also complete UDOT's Conditional Access Permit review process.

Department Review

This staff report was written by the Senior Planner and was reviewed by the City Engineer and Planning Director.

Significant Impacts

There are no significant impacts.


Recommendation

Staff and the Planning Commission recommend that the City Council review the Final Architectural and Site Plan application at 416 West 500 South and approve, subject to UDOT approval.

Attachments

1. Site Plan with Staff Review Comments
2. Existing Site and Building Photos
3. Floor Plan
4. Statement of Intent






PLAN REVIEW

05/22/2025 10:33:38 AM

Lloyd Cheney, Bountiful City Engineer

TYPICAL COMMENTS BLUE TEXT GRAY BACKGROUND

NO COMMENTS



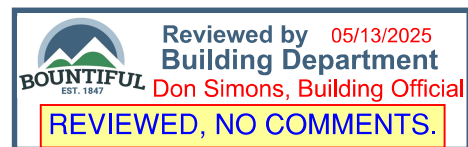
Reviewed by 05/13/2025

Building Department

Don Simons, Building Official

REVIEWED, NO COMMENTS.

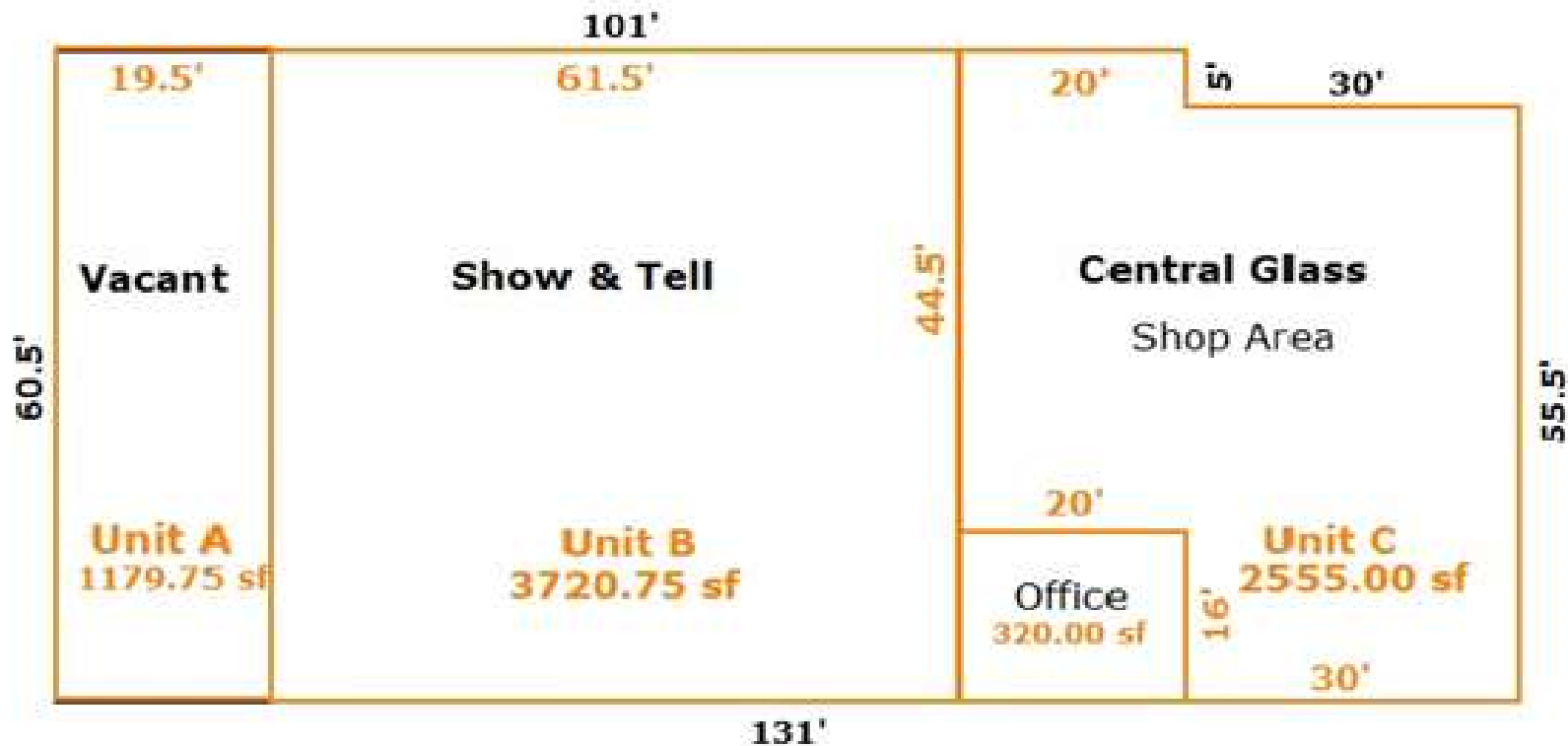




NO COMMENTS

Retail Strip Center

Imp. 1 - 416 W. 500 S.
7775.50 sf



Statement of Intent

NO PHYSICAL CHANGES WILL BE MADE TO THE SITE OR INTERIOR OF THE SPACE.

The intent of this application is to seek approval from the Bountiful City Counsel to change the use of the existing “Valley Glass” space from an automobile glass replacement business to an automobile emission testing business

Bountiful Emissions will be replacing the existing “Valley Glass” Tenant at 416 W. 500 S. Suite #C, Bountiful.

Bountiful Emissions will be conducting business as an automobile emission testing center. In addition to emission testing, we will provide vehicle inspections, battery testing and replacement, gas cap inspection and replacement, wiper blade replacement and engine and cab filter inspection and replacement.

How does the proposed project fit with the surrounding properties and uses?

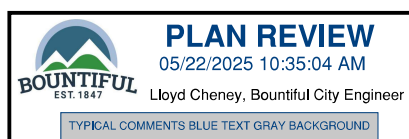
Bountiful Emissions will be an excellent addition to the business complex. The space was originally designed for “Automobile Service”. As an emission testing service, Bountiful City will experience a clean, professional place of business that will be inviting to the public and a pleasant building to pass by. There will be no oil/grease or debris of any kind. The only trash generated would be that equal to 2 small trash bags per day. Other than mail and parcel service, there will be no large deliveries to the location.

In what ways does the project not fit with the surrounding properties and uses?

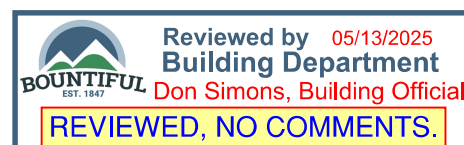
Bountiful Emissions will be the only dedicated emission testing service. There is a ‘Jiffy Lube’ across the street that offers testing, but it is a secondary service to their lube business. We share a parking lot with different business uses such as StarBucks Coffee, Show and Tell Audio/Visual, a Barbershop and Gutheries Bicycles. We are a different business.

What will you do to mitigate the potential conflicts with surrounding properties and uses?

Bountiful Emissions will be very flexible and accommodating when it comes to conflicts with our neighbors. We have already approached some of our closest neighbors and introduced ourselves and explained the type of business we will be providing. The response has been very positive, it has been stated that emission testing is a perfect use of the space.



NO COMMENTS



City Council Staff Report

Subject: Final Architectural and Site Plan for Personal Services at 515 West 500 South
Author: Amber Corbridge, Senior Planner
Date: June 24, 2025



Background

The applicant, Tom Longaker, with *NAI Premier*, is requesting (with owner *Bountiful Pointe, LLC* consent) **Final Architectural Site Plan Approval** to operate personal services at 515 West 500 South. The property is zoned C-H (Heavy Commercial) where this proposed use, pet grooming, a sub-category of personal service, is listed as a permitted use ([§14-6-103](#)). Currently, the property includes parking and a structure for *Fed Ex*, *Universal Computers*, and *1st Choice Money Center*. Previously, Unit 4 was for a software company, *i5 Services*. This proposed use is considered a change of use, and requires Site Plan Approval (Land Use Code [§14-6-111](#)). There are no proposed changes to the building or site.

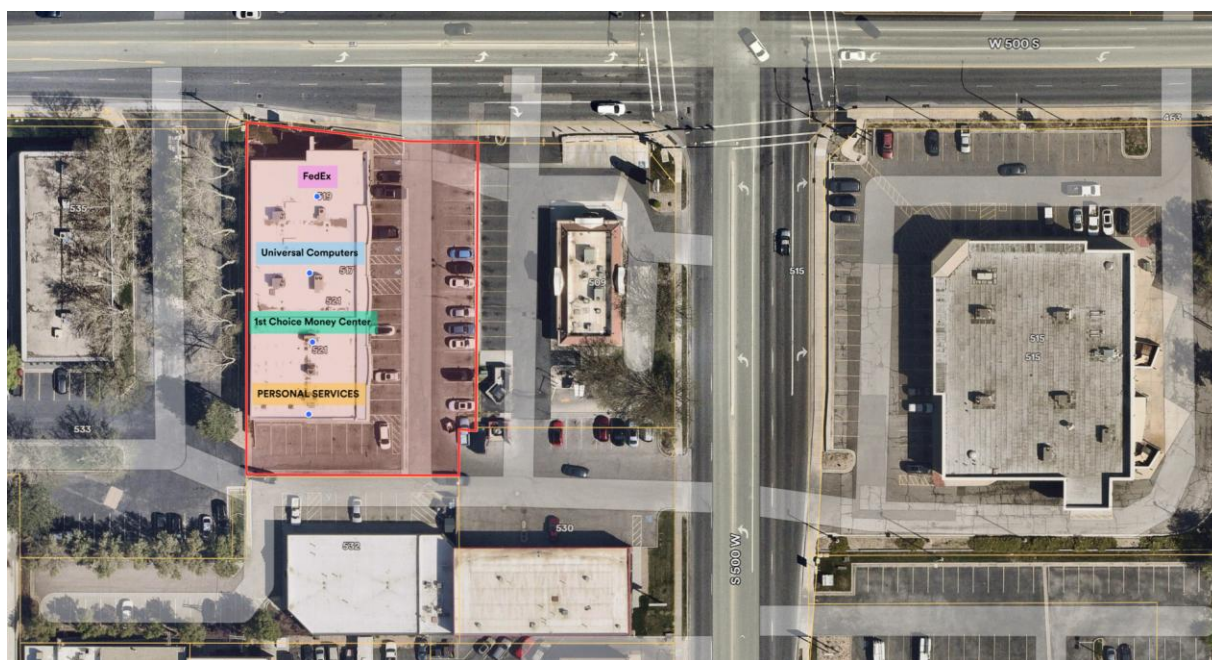


Figure 1. Aerial of 515 W 500 S, Existing and Proposed Businesses, Basemap from Nearmap, April 2025

The Planning Commission reviewed this application on June 17, 2025, and forwarded a positive recommendation with conditions listed below to the City Council (4-0).

Analysis

Architectural and Site Plan Review

The City Council shall determine if the proposed architectural and site development plans submitted are consistent with the purpose and objectives of the Code ([14-2-301](#)). The purpose of the architectural and site plan review and approval process is:

1. To determine compliance with the Land Use Code
2. To promote the orderly and safe development of land in the City
3. To implement the policies and goals established in the Bountiful City General Plan
4. To promote the orderly layout of buildings, landscaping, walkways, lighting, and other site improvements.

The proposed use will occupy a vacant unit of a commercial building along 500 South and adding personal services to the site will benefit other surrounding businesses and meet the goals and objectives of the General Plan to attract commercial development.

Existing developments, such as this site, require a lesser review when the proposal meets [\(14-2-304.B\)](#):

1. The site is an existing development.
2. The change of use does not include significant work including additions, remodels, structure modifications, etc.
3. The intensity of the use is comparable or less to the former use in terms of parking, screening, utility capacity, etc.

The architectural and site plans have been reviewed by staff, where the intensity of the use is the same as before and does not impact the site's setbacks, height, landscaping, screening, parking, loading, lighting, and all other applicable standards. The existing structure is approximately 8,300 square feet and the site includes 41 parking spaces, which meets the parking standards for general business, retail and services providing customer service. Additionally, there are no proposed changes to the building or site. The plans for the proposed use and development meet department review comments.

Because the site has frontage on the UDOT system and the proposal includes a site plan review by the local authority, the applicant must also complete UDOT's Conditional Access Permit review process.

Department Review

This staff report was written by the Senior Planner and was reviewed by the City Engineer and Planning Director.

Significant Impacts

There are no significant impacts.

Recommendation

Staff and the Planning Commission recommend the City Council review the Final Architectural and Site Plan application for at 515 West 500 South for personal services and approve, subject to UDOT approval.

Attachments

1. Site Plan and Aerial Photos
2. Floor Plan

3. Existing Site and Building Photos
4. Statement of Intent

NO COMMENTS

BOUNTIFUL POINTE
500 SOUTH 500 WEST
BOUNTIFUL, UTAH

SITE PLAN



MONUMENT
SIGN

246.0'

POLE
SIGN

246.0'

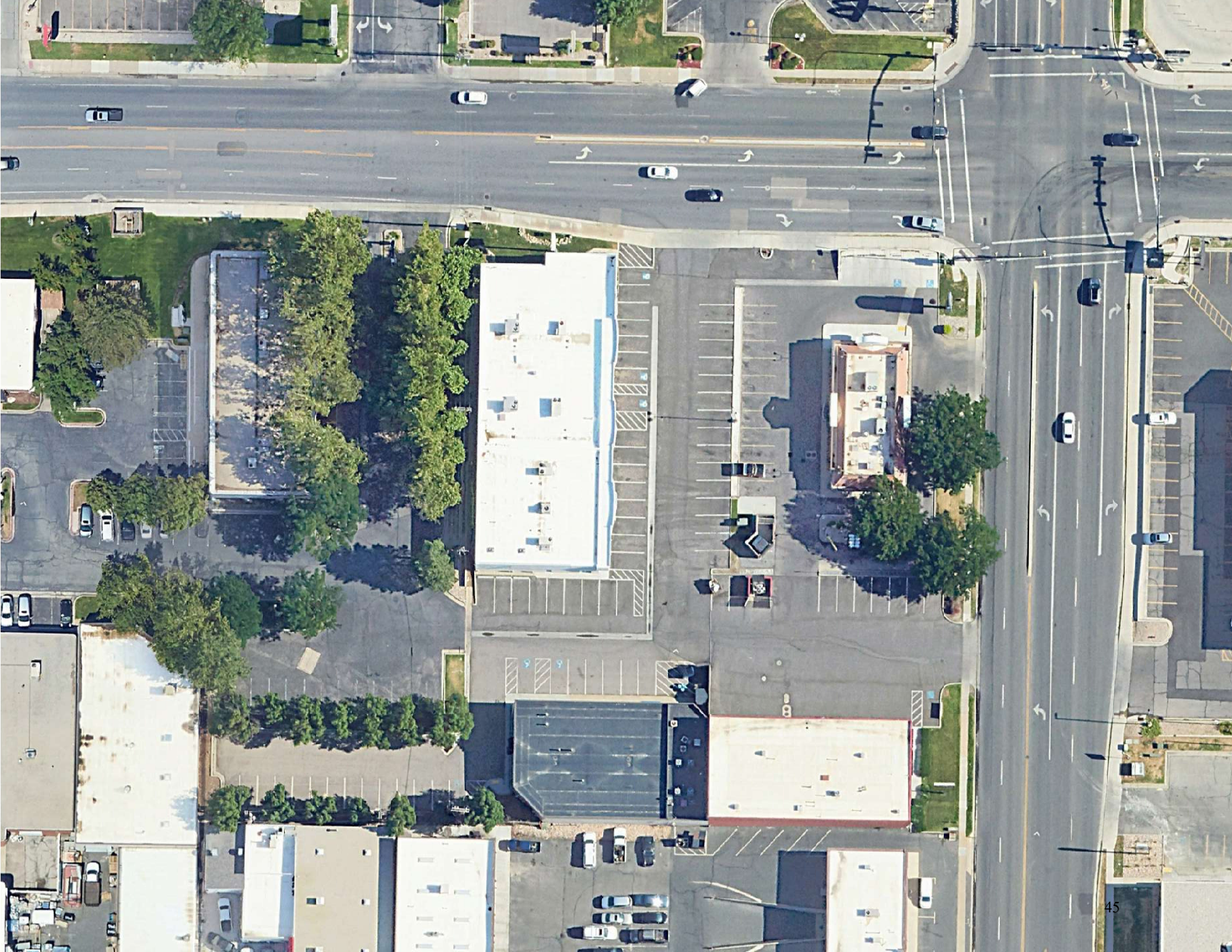
SITE

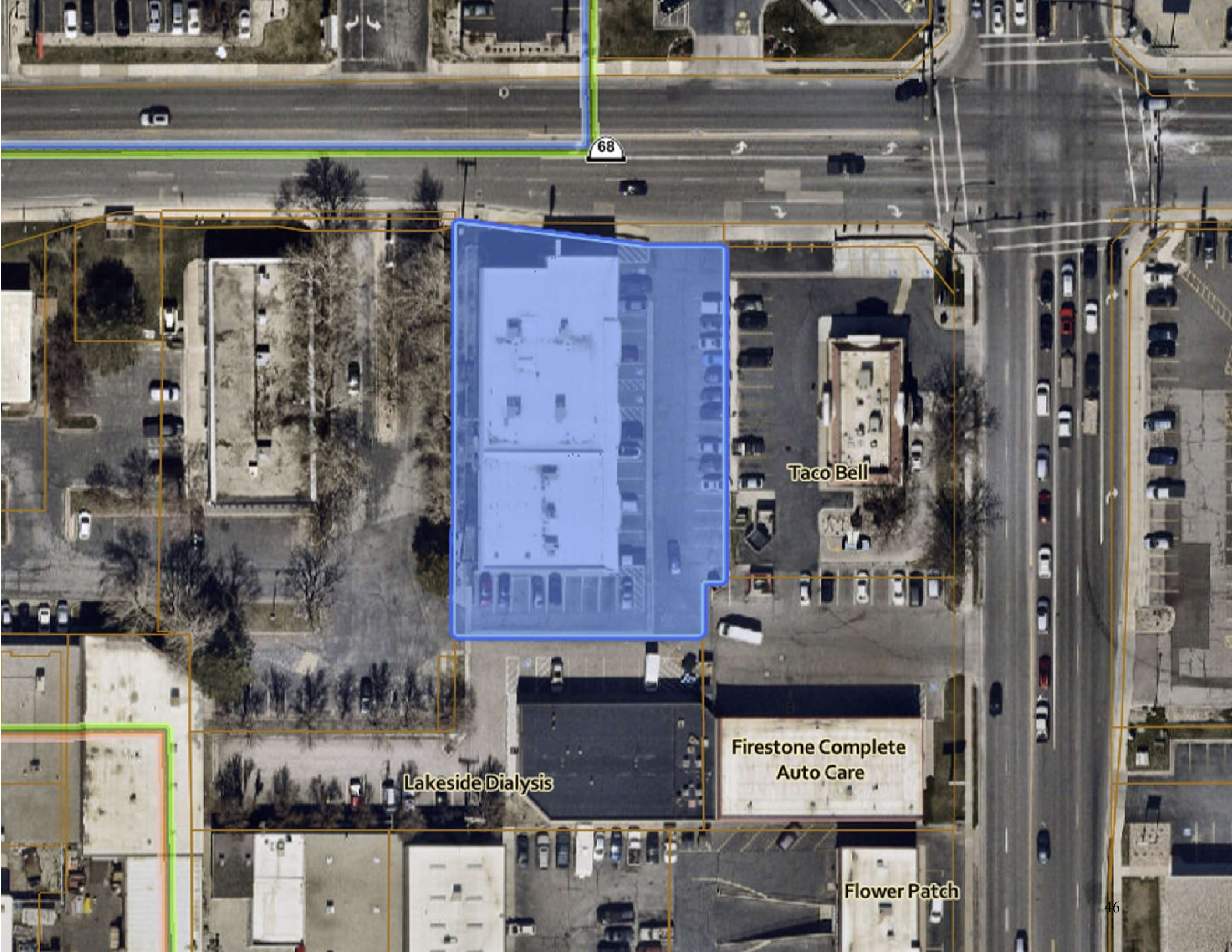
246.0'

500 WEST STREET

173.06'

MONUMENT
SIGN





68

Taco Bell

Lakeside Dialysis

Firestone Complete
Auto Care

Flower Patch



BOUNTIFUL POINTE

Neighborhood Shopping Center

521 W. 500 S.

9779.0 sf

9,697 Rentable Sq. Ft. (RSF)
(per Leases)



The County outside measurements are estimates, not interior floor area.

The overall rentable size is less than the County estimate.

Actual interior floor area would be less sq. ft. pending number of walls.

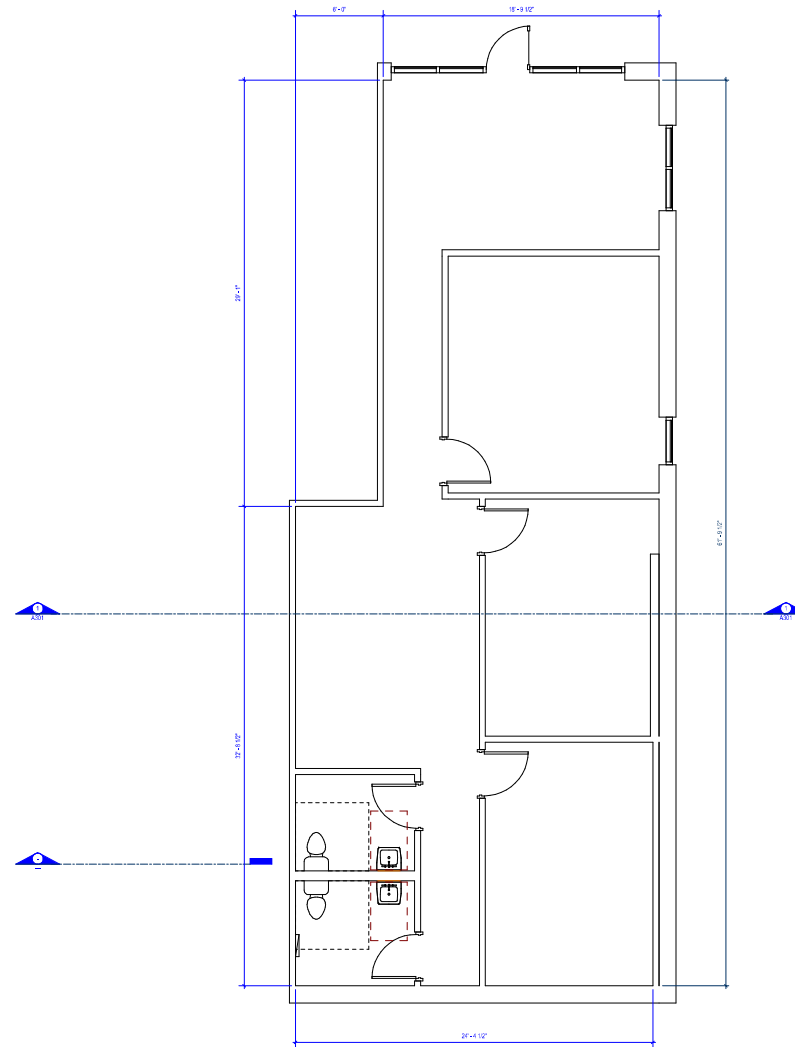


GENERAL NOTES - PLAN

- A. INTERIOR WALL DIMENSIONS TO FACE OF CORE.
- B. SEE MECHANICAL, ELECTRICAL AND PLUMBING PLANS FOR SPECIAL REQUIREMENTS.
- C. GENERAL CONTRACTOR TO VERIFY EXISTING CONDITIONS.
- D. SEE SHEET AND FOR ALL FINISHES, GENERAL CONTRACTOR TO COORDINATE FINISHES WITH CLIENT.
- E. ALL DOORS TO BE SCHEDULED IF FROM ADJACENT WALL U/L/O.

KEYNOTES

KEYED NOTES



A2 MAIN LEVEL FLOOR PLAN
1/8" = 1'-0"



WELL GROOMED PETS
BOUNTIFUL, UT

STAMP

REVISIONS
REV. DESCRIPTION DATE

PROJECT NUMBER
24-006
DATE
2025-04-29
SHEET NAME
MAIN LEVEL FLOOR PLAN

SHEET NO.
A101

NO COMMENTS

This application is submitted to receive approval for tenants to operate “Personal Services” within the multi-tenant retail building located at 515-521 West 500 South Bountiful, Utah 84010. The building has been used for various tenants to operate “Professional Services.” The property owner is in negotiations with a “Pet Grooming” business to lease the southern end-cap unit, comprised of approx. 1,520 Sq. Ft. of Rentable Space, and approx. 1,344 Sq. Ft. of Floor Area (including the interior partition walls).

No exterior modifications will be made to the site plan configuration.

It is anticipated interior modifications (non-structural) will be made to meet the needs of the Pet Grooming business, or other Personal Services businesses. The prospective tenant(s) would be responsible for the permitting process and construction of the interior modifications.

It is understood this approval would be effective for 1 year from the approval date. Should there not be “substantial action” (Business License or Obtained Building Permit) from the pet grooming business or other personal service business within the 1-year period; the approval would expire.

Application Checklist Summary:

Civil Plans: Not available. No changes to the exterior.

Site Plan Review Fee: The \$1,500.00 fee will be paid via mailed check.

Recorded Document: Not available.

Statement of Intent: See above.

Architectural Drawings/Elevations: Architect As-Built measure of 515 Unit.

Code Analysis Sheet: Spoke with Don Simons. He believed the building was currently classified as a “B.” Also, he thought the intended Personal Services tenant of a Pet Grooming Business, would fit the current classification. He instructed to receive the “Change of Use” to accommodate Personal Services first, and then during the permitting process he would evaluate the Personal Services businesses.

Geotechnical Report: Not available.

Soils Report: Not Available.

Structural Calculations: Not available.

Structural Plans: Not available.

Parcel/Property ID Number: 060490228

Parking Study: Not available. In discussions with the Senior Planner, Amber Corbridge, the parking requirements were the same for “Personal Services” and “Professional Services,” but the Director would still need to evaluate the existing configuration/circumstance.

Property Owner’s Affidavit: Attached.

Certified Topographical Boundary Survey: Not available.

Site Plan: Old Site Plan attached, as well as Aerial image.

Landscape Plan: Not available.

Additional Document: Not available.

Floor Plan: The approx. building footprint per the county assessor is attached. Also, the south end-cap unit As-Built floor plan is attached.

Pedestrian Circulation Plan: Not available.

Outdoor Lighting Plan: Not available.

Video of Unit 515 Interior:

https://www.dropbox.com/scl/fi/p1ojzdp52wjg2u1zm5nnr/IMG_5085.MOV?rlkey=vujjinb2gk8clfdo8vmw0l98g5&st=i5jiegdq&dl=0

City Council Staff Report

Subject: Final Architectural and Site Plan Approval for a Hotel at 638 North 500 West
Author: Amber Corbridge, Senior Planner
Date: June 24, 2025



Background

The applicant, Logan Johnson, project manager for *TownePlace Suites with Marriot*, is requesting Final Architectural Site Plan Approval for a hotel at 638 North 500 West. The 1.44-acre site is currently vacant. (See Figure 1, below). This proposal includes a new forty-five (45) feet tall 13,440 square ft. building (discussed in detail, below). The building exterior consists of muted blue and earth tone colored stucco and fiber cement siding, entrance canopies, and angled parapet features (See Attached Architectural Plans). This proposed hotel includes eighty-seven (87) rooms, seven (7) employees, and eighty (80) parking stalls on site, plus shared parking and cross access between the adjacent sites, *Culver's* and *7Brew*, fast-food restaurants facing 500 West (See Attached Parking Study for details).

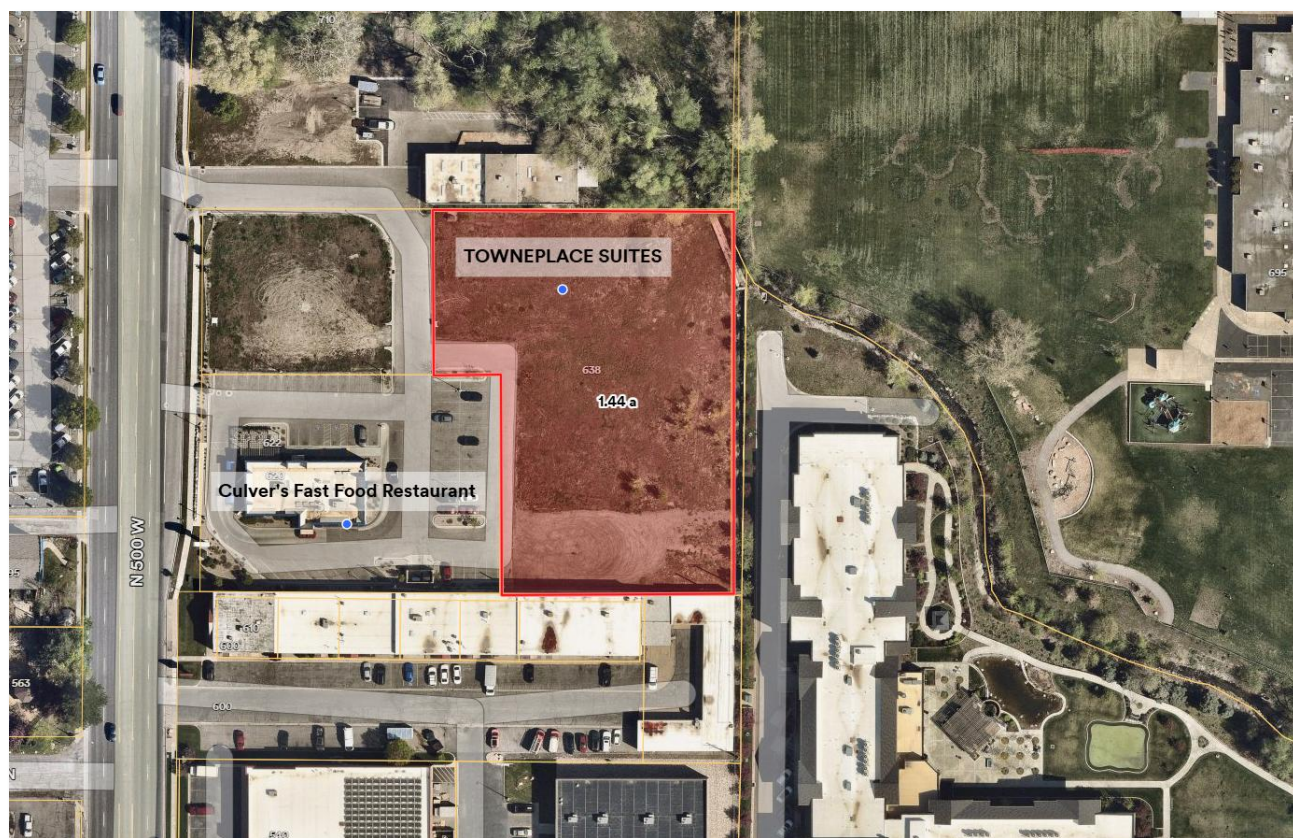


Figure 1. Aerial of 638 N 500 W April 2025

The Planning Commission reviewed this application on June 17, 2025, and forwarded a positive recommendation with conditions listed below to the City Council (4-0).

Analysis

The property is located in the Heavy Commercial (C-H) Zone. Bountiful Land Use Code section 14-6-103 lists a hotel as a permitted use, and section 14-6-111 states that Site Plan Approval shall be required for any new construction or change in use in this zone.

Site Plan Approval Standards

The City Council shall determine if the proposed architectural and site development plans submitted are consistent with the purpose and objectives of the Code (14-2-301 and 14-2-306). The purpose of the architectural and site plan review and approval process includes:

- 1. Implementing the policies and goals established in the Bountiful City General Plan.*
- 2. Compliance with the Land Use Code.*
- 3. Promoting the orderly and safe development of land in the City.*
- 4. Promoting the orderly layout of buildings, landscaping, walkways, lighting, and other site improvements.*

The proposed plans for a new hotel have been reviewed by Staff for compliance with the above criteria. The proposal meets the goals and objectives of the General Plan, where old commercial areas need to be redeveloped (Bountiful City 2009 General Plan – Land Use Master Plan pg.2).

Building Height and Setback Requirements

The proposed building elevations show the building height measured from average grade at forty-five (45) feet and excludes elements like parapets not used for human occupancy, which meets the maximum height allowed in the zone ([§14-6-107](#)). The parapet and screening on the rooftop add about 12' to the structure, as shown below in Figure 2.

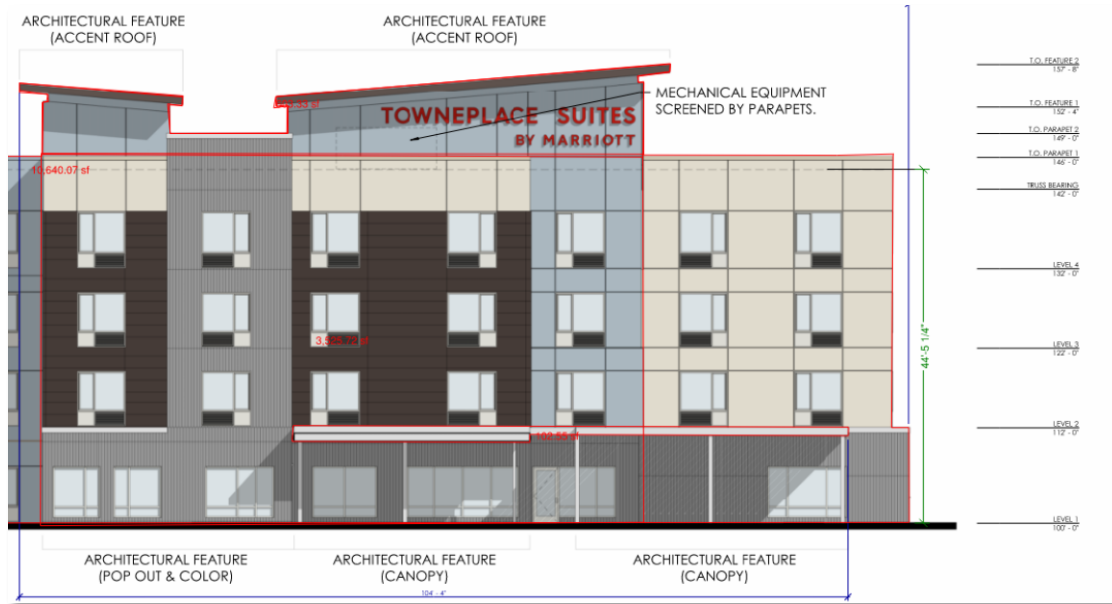


Figure 2. Architectural Plans, Page 1, Attached

The site plan shows the building oriented lengthwise along the north property line (Figure 3, below), where the proposed building setbacks are:

Yard Side	Proposed Building Setback	Minimum Required Building Setback*	Building Setback Difference
North	11.4' (reduction requested)	20'	8.6'
East	10.8' (reduction requested)	20'	9.2'
South	218' (complies with code)	20'	N/A
West	6.5' (reduction requested)	20'	13.5'

*An additional 10' setback would be required to meet Code [§14-6-105](#):

*[Required yard setbacks] shall be increased by one-foot (1') for each foot in height the structure extends above thirty-five (35) feet, or the portion of the building extending above thirty-five (35) feet may be set back the equivalent horizontal distance. **An interior side or rear yard setback may be reduced during the site plan approval process if the land use authority determines that there is no need for a landscape buffer along that portion of the site, and that the public interest is better served by reducing the setback. However, no setback may be less than required by the International Building Code.***

The adjacent property to the north is occupied by a construction company, the properties to the east include an elementary school and senior living facility, and the property to the west is approved for a drive-through coffee shop. The setbacks to the north and east include landscaping and walkways, where the setback area to the west includes walkways and a shared drive aisle. Staff finds the proposed setbacks sufficient, as it complies with building code and does not negatively impact surrounding properties.

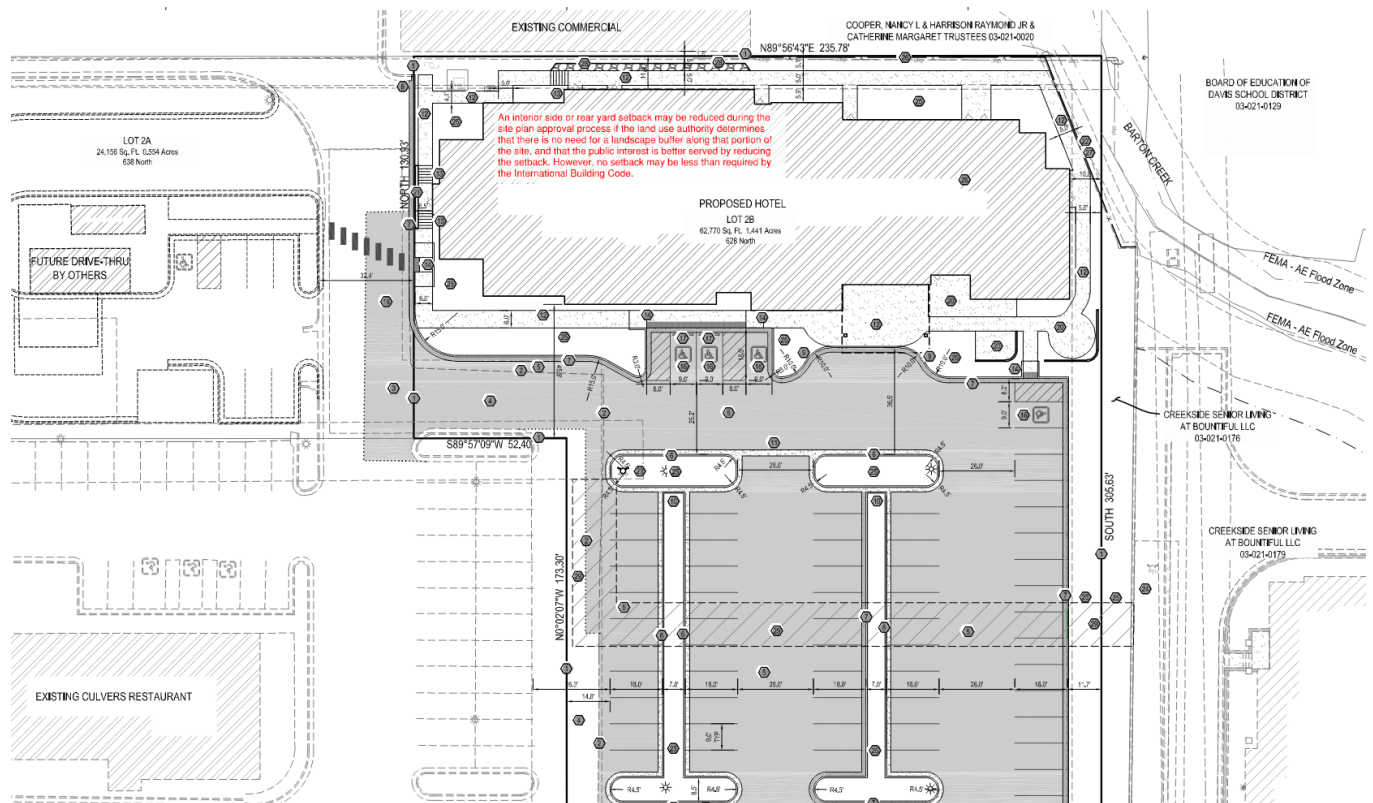


Figure 3. Proposed Site and Civil Plan, Page C-1.0

Pedestrian Circulation

The Land Use Authority, the City Council, approved the 7Brew Site Plan (Figure 4, below) with a condition to connect pedestrian paths between the two properties. At the time, the hotel site plan was in review and needed to show a pedestrian connection to 7Brew.

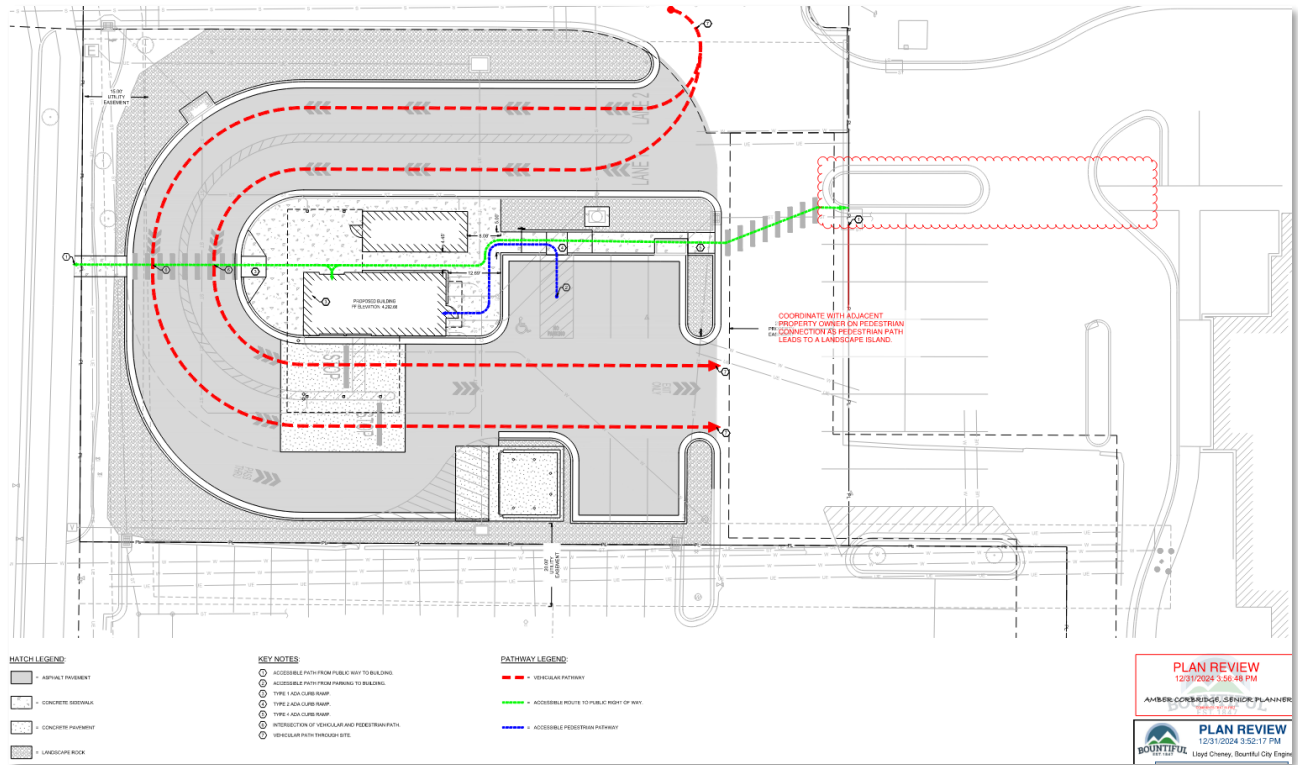


Figure 4. 7Brew Approved Pedestrian Circulation, 2024

Now, the proposed hotel site plan shows a pedestrian connection with 7Brew, shown in Figure 3 above, which is striped across the drive aisle and connects to the proposed sidewalk. This promotes safe circulation for both the driver and the pedestrian.

Parking and Vehicle Access

The proposal shares an approved UDOT cross-access with the adjacent properties to the north and east. The subdivision plat for this development includes an easement and is shown on the attached Land Survey. There is enough parking to provide for the hotel and two adjacent fast-food restaurants, using the attached parking study.

Department Review

This staff report was written by the Senior Planner and was reviewed by the City Engineer, City Attorney, and Planning Director.

Significant Impacts

There are minimal impacts of this proposed development on the property and surrounding uses. The property is now a vacant lot and is adjacent to similar types of uses along a major commercial corridor. There are other remaining staff comments, such as providing water utility easements, which will need to be satisfied prior to occupancy.

Recommendation

Staff and the Planning Commission recommend the City Council approve the Architectural and Site Plan application subject to:

1. Record utility easements on the property for water lines, prior to obtaining occupancy.
2. Meet all Staff review comments.

Attachments

1. Civil and Site Plans
2. Pedestrian Plan
3. Landscape Plan
4. Architectural Plans
5. Parking Study
6. Recorded Access and Parking Agreement

CALL BEFORE YOU DIG
1-800-662-4111
48 HOURS PRIOR TO
ANY CONSTRUCTION
BENCHMARK ELEVATION: 4454.22
MONUMENT IN: 300 W X 400 N

TOWNEPLACE SUITES

628 NORTH 500 WEST

BOUNTIFUL, UTAH

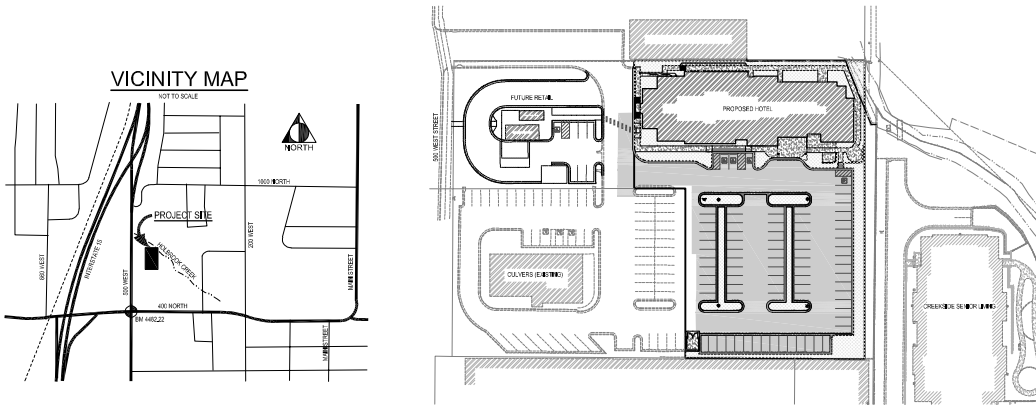
DEVELOPER:
WRIGHT DEVELOPMENT GROUP
1178 LEGACY CROSSING BLVD. #100
CENTERVILLE, UT 84104
(801)773-7339

ENGINEER:
MICHAEL STATEN, P.E.
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ENGINEERING PLLC
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FOR:
WRIGHT DEVELOPMENT GROUP
1178 LEGACY CROSSING BLVD. #100
CENTERVILLE, UT 84104
CONTACT:
LOGAN JOHNSON
PHONE: 801-773-7339



- CIVIL SHEET INDEX:**
- C-0.0 CIVIL COVER SHEET
 - C-0.1 DEMOLITION PLAN
 - C-0.2 EROSION AND SEDIMENT CONTROL PLAN
 - C-1.0 CIVIL SITE PLAN
 - C-2.0 GRADING AND DRAINAGE PLAN
 - C-3.0 UTILITY PLAN
 - C-4.0 CIVIL DETAILS

TOWNEPLACE SUITES

628 NORTH 500 WEST

BOUNTIFUL UTAH

SAFETY NOTICE:
ALL CONTRACTORS AND SUBCONTRACTORS PERFORMING WORK SHOWN ON OR RELATED TO THESE PLANS SHALL CONDUCT THEIR OPERATIONS SO THAT ALL EMPLOYEES ARE PROVIDED A SAFE PLACE TO WORK AND THE PUBLIC IS PROTECTED. ALL CONTRACTORS AND SUBCONTRACTORS SHALL COMPLY WITH THE "OCCUPATIONAL SAFETY AND HEALTH REGULATIONS OF THE U.S. DEPARTMENT OF LABOR AND THE STATE OF UTAH DEPARTMENT OF INDUSTRIAL RELATIONS CONSTRUCTION SAFETY ORDERS." THE CIVIL ENGINEER SHALL NOT BE RESPONSIBLE IN ANY WAY FOR THE CONTRACTORS AND SUBCONTRACTORS COMPLIANCE WITH S&B REGULATIONS AND ORDERS.

UTILITY NOTICE:
THE CONTRACTOR IS SPECIFICALLY CAUTIONED EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN IN THEIR APPROPRIATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATING SERVICES.

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ACCOMMODATE OR RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.

GENERAL NOTES:

1. ALL WORK SHALL CONFORM WITH APWA STANDARD PLANS AND SPECIFICATIONS, AND WITH BOUNTIFUL CITY STANDARDS AND SPECIFICATIONS.
2. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED, NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED AND THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AGENCIES.
3. ALL UNDERGROUNDS, GRADES, AND UTILITY DESIGN SHOWN ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES (EWT, PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES, NO CHANGE IN DESIGN LOCATION OR GRADE WILL BE MADE BY THE CONTRACTOR WITHOUT THE WRITTEN APPROVAL OF THE ENGINEER.
4. THE SOILS REPORT AND RECOMMENDATIONS SET FORTH THEREIN ARE A PART OF THE REQUIRED CONSTRUCTION DOCUMENTS AND IN CASE OF CONFLICT, SHALL TAKE PRECEDENCE UNLESS SPECIFICALLY NOTED OTHERWISE ON THE PLANS. CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCY BETWEEN SOILS REPORT AND PLANS, ETC.
5. CONTRACTOR SHALL FIELD VERIFY LOCATIONS OF ALL EXISTING MANHOLES AND OTHER UTILITIES BEFORE CONSTRUCTING ANY IMPROVEMENTS. ALL EXISTING MANHOLES, WATER VALVES, CLEAN OUTS, ETC. SHALL BE ADJUSTED TO FINISH GRADE.
6. THE CONTRACTORS RESPONSIBLE TO FURNISH ALL MATERIALS TO COMPLETE THE PROJECT EXCEPT AS NOTED.

SITEWORK:

1. THE CONTRACTORS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.
2. EXISTING TREES ARE TO REMAIN UNLESS OTHERWISE NOTED.
3. NATURAL VEGETATION AND SOIL COVER SHALL NOT BE DISTURBED PRIOR TO ACTUAL CONSTRUCTION OF A

- REQUIRED FACILITY OR IMPROVEMENT. MASS CLEARING OF THE SITE IN ANTICIPATION OF CONSTRUCTION SHALL BE AVOIDED.
4. SITE CLEARING SHALL INCLUDE THE LOCATION AND REMOVAL OF ALL UNDERGROUND TANKS, PIPES, VALVES, ETC.
 5. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO ADJACENT SURFACE IMPROVEMENTS.
 6. CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING ANY SETTLEMENT OF OR DAMAGE TO EXISTING UTILITIES.
 7. NO CITY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STANDING BEFORE PLACING CONCRETE OR ASPHALT, HANDICAP ACCESSIBILITY. ALL CONSTRUCTION SHALL MEET THE ADA HANDICAP ACCESSIBILITY REQUIREMENTS. FOR ANY DISCREPANCIES BETWEEN THE PLANS AND ADA REQUIREMENTS, ADA REQUIREMENTS SHALL GOVERN.
 8. FULL DEPTH EXPANSION JOINTS WILL BE PLACED AGAINST ANY OBJECT DEEMED TO BE FIRED, AT ALL CHANGES IN CURB, CROWN, AND CURB AND SIDEWALK AT EQUAL INTERVALS NOT TO EXCEED 50 FEET. SLAB ON GRADE WILL BE TYPICALLY SCORED 1/2 THE DEPTH AT INTERVALS NOT TO EXCEED THEIR WIDTH OR 12 TIMES THEIR DEPTH, WHICHEVER IS LESS. SCORING WILL BE PLACED TO PREVENT RANDOM CRACKING. CONCRETE WATERWAYS, CURB WALLS, MONUMENTS, CURB AND GUTTER, ETC., WILL TYPICALLY BE SCORED 1/2 THE DEPTH AT INTERVALS NOT TO EXCEED 10 FEET, AND HAVE FULL DEPTH EXPANSION JOINTS THAT EQUAL SPACING NOT TO EXCEED 50 FEET.
 9. UNLESS OTHERWISE NOTED, ALL ON-GRADE CONCRETE WILL BE PLACED ON A MINIMUM 4" GRAVEL BASE OVER A WELL COMPACTED (95% DENSITY) SUB GRADE.
 10. ALL EXPOSED SURFACES WILL HAVE A TEXTURED FINISH, RUBBED, OR BROOVED, ANY "PLASTERING" OF NEW CONCRETE WILL BE DONE WHILE IT IS STILL "GREEN".
 11. ALL EXISTING ASPHALT WILL BE SAW CUT IN NEAR STRAIGHT LINES BY THE CONTRACTOR PRIOR TO PAVING TO MATCH.
 12. ALL SURFACE IMPROVEMENTS DISTURBED BY CONSTRUCTION SHALL BE RESTORED OR REPLACED, INCLUDING TREES AND DECORATIVE SWIRLS, SOD, FENCES, WALLS AND STRUCTURES, WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THE DRAWINGS.
 13. SEE LANDSCAPE ARCHITECTURAL PLANS FOR CONCRETE MATERIAL, COLOR, FINISH, AND SCORE PATTERNS THROUGHOUT SITE.
 14. ALL PAVEMENT MARKINGS SHALL CONFORM TO THE LATEST EDITION OF THE MUTCD (MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES).
 15. CURB EMBANKINGS, INCLUDING RAMP AND DRIVE MOUNTS, ARE TO TOP FACE OF CURB UNLESS NOTED OTHERWISE.
 16. ALL DETERIORATED, DAMAGED, OR MISSING SURFACE IMPROVEMENTS (ASIDE FROM THE ADJACENT PUBLIC RIGHT OF WAY ALONG THE SITE) SHALL BE REPLACED OR INSTALLED AS REQUIRED TO MEET APPLICABLE STANDARDS, INCLUDING BUT NOT LIMITED TO CURB AND GUTTER, SIDEWALK, LANDSCAPING, PARK STRIP IMPROVEMENTS, ASPHALT PATCHING, CONCRETE PAVEMENT, ETC.
 17. ALL DETERIORATED, DAMAGED, OR MISSING SURFACE IMPROVEMENTS SURROUNDING THE PERIMETER OF THE DEVELOPMENT AND ON-SITE SHALL BE REPLACED OR INSTALLED AS NEEDED, INCLUDING BUT NOT LIMITED TO CURB AND GUTTER, SIDEWALK, LANDSCAPING, PARK STRIP IMPROVEMENTS, ASPHALT PATCHING, LANDSCAPE REPLACEMENT, SITE LIGHTING, DUMPSTER ENCLOSURES, CONCRETE IMPROVEMENTS, ETC.

GRADING

1. SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE SOILS REPORT, INCLUDING STORMING OR DRAINING OF EXISTING VEGETATION AND TOPSOIL, AS SPECIFIED IN THE SOILS REPORT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND REPLACING ALL SOFT, YELLING OR UNSUITABLE MATERIALS AND REPLACING WITH SUITABLE MATERIALS AS SPECIFIED IN THE SOILS REPORT. ALL EXCAVATED OR FILLED AREAS SHALL BE

- COMPACTED TO 95% OF MODIFIED PROCTOR MAXIMUM DENSITY PER ASTM TEST D-1557. MOISTURE CONTENT AT TIME OF PLACEMENT SHALL NOT EXCEED 2% ABOVE NOR 2% BELOW OPTIMUM. CONTRACTOR SHALL SUBMIT A COMPACTION REPORT PREPARED BY A QUALIFIED REGISTERED SOILS ENGINEER, VERIFYING THAT ALL FILLED AREAS AND SUBGRADE AREAS WITHIN THE BUILDING PAD AREA, AND AREAS TO BE FENCED HAVE BEEN COMPACTED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE SOILS REPORT.
2. ALL WORK SHALL COMPLY WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER POSSIBLY INCLUDING, BUT NOT LIMITED TO, REMOVAL OF UNCONSOLIDATED FILL, ORGANICS, AND DEBRIS, PLACEMENT OF SUBSURFACE DRAIN LINES AND GEOTEXTILE, AND OVEREXCAVATION OF UNSUITABLE BEARING MATERIALS AND PLACEMENT OF ACCEPTABLE FILL MATERIAL.
 3. THE CONTRACTOR SHALL BECOME FAMILIAR WITH THE EXISTING SOIL CONDITIONS.
 4. THE CONTRACTOR SHALL ADJUST TO GRADE ALL EXISTING UTILITIES AS NEEDED PER LOCAL GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
 5. NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STANDING BEFORE PLACING CONCRETE, ASPHALT, OR STORM DRAIN STRUCTURES OR PIPES.
 6. ENSURE MINIMUM COVER OVER ALL STORM DRAIN PIPES PER MANUFACTURER'S RECOMMENDATIONS, NOTIFY ENGINEER IF MINIMUM COVER CANNOT BE ATTAINED.
 7. ALL FACILITIES WITH DOWNPOUTS/ROOF DRAINS SHALL BE CONNECTED TO THE STORM DRAIN SYSTEM. SEE MECHANICAL/PLUMBING PLANS FOR DOWNPOUT/ROOF DRAIN LOCATIONS AND DEETS.
 8. SLOPE ALL LANDSCAPED AREAS AWAY FROM BUILDING FOUNDATIONS TOWARD CURB AND GUTTER OR STORM DRAIN INLETS.
 9. LANDSCAPED AREAS REQUIRE SUBGRADE TO BE MAINTAINED AT A SPECIFIC ELEVATION BELOW FINISHED GRADE AND REQUIRE SUBGRADE TO BE PROPERLY PREPARED AND SCARIFIED. SEE LANDSCAPE PLANS FOR ADDITIONAL INFORMATION.
 10. SPOT ELEVATIONS SHOWN ARE TO TOP BACK OF CURB UNLESS NOTED OTHERWISE.
 11. ALL STORM DRAIN INLETS SHALL BE EQUIPPED WITH BICYCLE-SAFE GRATES.

UTILITIES:

1. EXISTING UTILITIES HAVE BEEN IDENTIFIED BASED ON A COMBINATION OF AS-BUILT RECORDS, UTILITY LOCATION MARKINGS AND SIGNS, AND/OR SURFACE EVIDENCE OBSERVED AT THE TIME OF THE SURVEY, NOT ALL UTILITIES ARE SHOWN, INCLUDING BUT NOT LIMITED TO SERVICES FOR WATER, SEWER, POWER, PHONE, GAS, ETC. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE, WORK AROUND, PRESERVE, AND/OR RESTORE ALL UTILITIES NECESSARY FOR THE OPERATION OF THE FINISH SITE, WHETHER OR NOT SUCH UTILITIES ARE SHOWN ON THE PLANS.
2. PROPOSED POWER, GAS, AND COMMUNICATIONS LINES WILL BE PROVIDED BY RESPECTIVE UTILITY COMPANIES. SEE EACH UNDER SEPARATE CONTRACTS WITH THE OWNER, UTILITIES APPLICABLE TO UTILITY EXAMINATIONS PROVIDED.
3. THE CONTRACTOR IS TO COORDINATE ALL UTILITIES WITH MECHANICAL/PLUMBING PLANS.
4. ALL NEW SANITARY SEWER CONSTRUCTION TO BE DONE IN ACCORDANCE WITH SEWER DESIGN STANDARDS AND SPECIFICATIONS AND DETAILS.
5. SEWER LINES SHALL BE 30" DIA. PVC PIPE UNLESS NOTED OTHERWISE.
6. SEWER LATERALS SHALL BE CONSTRUCTED SUCH THAT CONNECTION BE MADE TO THE UPPER QUADRANT OF THE SEWER MAIN.

9. STORM DRAIN PIPES 18" DIAMETER AND LARGER SHALL BE CLASS II RCP. STORM DRAIN PIPES 12" AND SMALLER, AND ROOF DRAIN PIPES, SHALL BE 80R-35 PVC.
10. CONTRACTOR IS TO SUBMIT SITE PLAN TO DOMINION ENERGY FOR DESIGN OF GAS LINE SERVICE TO PROPOSED BUILDINGS. ACTUAL CONSTRUCTION OF SERVICE TO BE DONE BY QUESTAR GAS COMPANY.
11. ALL NEW WATER CONSTRUCTION SHALL CONFORM TO CITY STANDARD SPECIFICATIONS AND DETAILS.
12. PROJECT SHALL COMPLY WITH ALL UTAH DIVISION OF CONFINING WATER RULES AND REGULATIONS INCLUDING, BUT NOT LIMITED TO, THOSE PERTAINING TO BACKFLOW PREVENTION AND CROSS CONNECTION PREVENTION, DEFLECT OR LOOP ALL WATER LINES TO AVOID CONFLICTS WITH OTHER UTILITIES PER GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
13. ALL WATER LINE CONSTRUCTION SHALL BE PROVIDED BY BOUNTIFUL CITY WATER DEPARTMENT OR THEIR APPROVED CONTRACTOR.
14. ALL VALVE BOXES WILL REQUIRE CONCRETE COLLAR TO BE POURED IN PLACE AGAINST UNDISTURBED SOIL, AND BUILT WITH A DUCTILE IRON RING AND COVER POSITIONED OVER THE VALVE OPERATING UNIT CENTERED OVER THE MAINWAY OPERATOR.
15. CONTRACTOR SHALL NOT ALLOW ANY GROUNDWATER OR DEBRIS TO ENTER THE NEW PIPE DURING CONSTRUCTION.
16. TRAFFIC CONTROL AND SAFETY NOTES
17. BARRICADE AND DETOURING SHALL BE IN CONFORMANCE WITH THE REQUIREMENTS OF THE CURRENT MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
18. NO STREET SHALL BE CLOSED TO TRAFFIC WITHOUT WRITTEN PERMISSION FROM THE CITY ENGINEER, EXCEPT WHEN DIRECTED BY LAW ENFORCEMENT OR THE OFFICIALS.
19. THE CONTRACTOR SHALL MAKE EVERY EFFORT TO PROVIDE FOR SMOOTH TRAFFIC FLOW AND SAFETY. ACCESS SHALL BE MAINTAINED FOR ALL PROPERTIES ADJACENT TO THE WORK.
20. DETOURING OPERATIONS FOR A PERIOD OF 30 CONSECUTIVE CALENDAR DAYS OR MORE, REQUIRE THE INSTALLATION OF TEMPORARY STREET STOPPING AND REMOVAL OF INTERFERING STOPPING BY SIGNALING THE DETOURING STOPPING PLAN OR CONSTRUCTION TRAFFIC CONTROL PLAN MUST BE SUBMITTED TO THE CITY ENGINEER FOR REVIEW AND APPROVAL.
21. ALL TRAFFIC CONTROL DEVICES SHALL BE RESTORED TO THEIR ORIGINAL CONDITION AT THE END OF THE WORK TO THE SATISFACTION OF THE CITY ENGINEER.
22. TRAFFIC CONTROL DEVICES (FROM SHALL REMAIN VISIBLE AND OPERATIONAL AT ALL TIMES.
23. FINAL DESIGN OF GAS, POWER, TELECOMMUNICATIONS SHALL BE PROVIDED BY RESPECTIVE UTILITY COMPANIES.



PROJECT NO.: 2025.03
DESIGNED BY: MICHAEL STATEN, P.E.

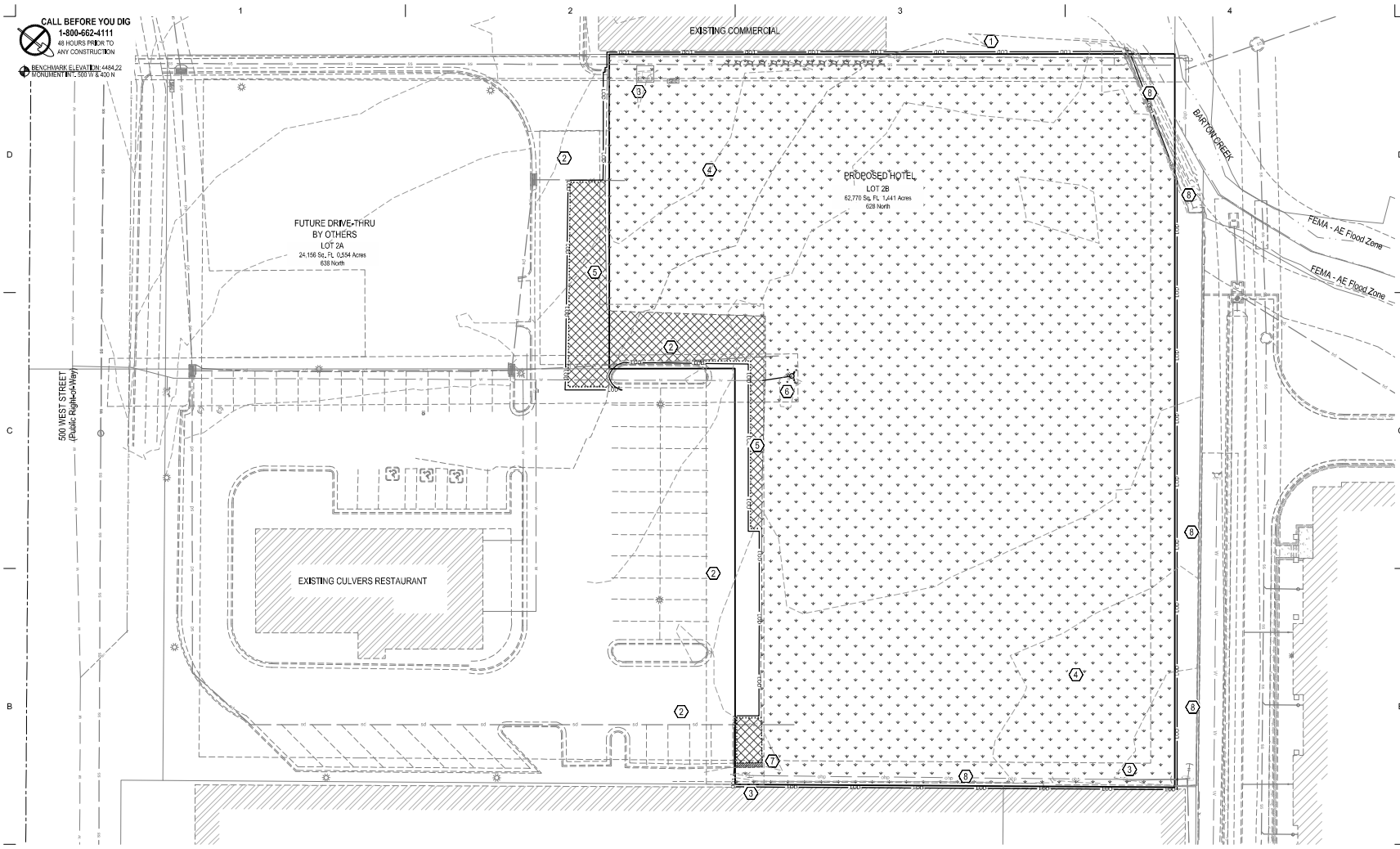
NO.	DATE	DESCRIPTION
1	5/27/25	REV. COMPLETE FOR REVIEW
2	6/3/25	FOR APPROVAL
3	6/15/25	REVISED FOR APPROVAL
4	6/15/25	REVISED FOR APPROVAL

NO.	DATE	DESCRIPTION
1		
2		
3		
4		

CIVIL COVER & SPECIFICATIONS

SHEET NUMBER

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BENCHMARK ELEVATION 4454.22
MONUMENT IN 1:500 W 1:400 N

- LEGEND**
- REMOVE ASPHALT PAVEMENT
 - EXISTING BUILDING
 - EXISTING CURB AND GUTTER
 - REMOVE CONCRETE
 - EXISTING CONCRETE WALL
 - EXISTING FENCE
 - EXISTING CULINARY WATER
 - REMOVE CULINARY WATER
 - EXISTING HYDRANT
 - REMOVE HYDRANT
 - EXISTING NATURAL GAS
 - EXISTING SANITARY SEWER
 - EXISTING SANITARY SEWER CLEANOUT
 - EXISTING SANITARY SEWER MANHOLE
 - EXISTING STORM DRAIN
 - EXISTING STORM DRAIN INLET
 - EXISTING STORM DRAIN MANHOLE
 - EXISTING TELECOMMUNICATIONS
 - EXISTING TELECOM BOX/PEDASTAL
 - EXISTING OVERHEAD POWER
 - EXISTING UNDERGROUND POWER
 - EXISTING LIGHT
 - EXISTING POWER BOX/JUNCTION
 - CLEAR EXISTING VEGETATION
 - EXISTING CONTOURS - 5'
 - EXISTING CONTOURS - 1'

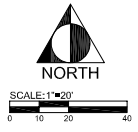
- KEYNOTES**
- 1 PLACE SILT FENCE BEFORE BEGINNING CLEARING WORK - SEE EROSION AND SEDIMENT CONTROL PLAN.
 - 2 PRESERVE PAVEMENT OUTSIDE LIMITS OF DISTURBANCE
 - 3 PRESERVE SECTIONALIZER, TRANSFORMER, POWER POLES, AND OTHER POWER INFRASTRUCTURE WITHIN LIMITS OF DISTURBANCE
 - 4 CLEAR AND GRUB WITHIN LIMITS OF DISTURBANCE, INCLUDING ANY EXISTING TREES. PRESERVE TREES OUTSIDE LIMITS OF DISTURBANCE.
 - 5 REMOVE ASPHALT AS NEEDED FOR WATERLINE CONSTRUCTION AND ACCESSIBLE-ROUTE GRADING. SAW-CUT EDGE AND TACK BEFORE PAVING - SEE UTILITY PLAN.
 - 6 REMOVE BOLLARDS, RELOCATE HYDRANT. REMOVE WATERLINE BEYOND CONNECTION POINT - SEE UTILITY PLAN. CULINARY WATER SYSTEM MODIFICATIONS SHALL BE PROVIDED BY

- BOUNTIFUL CITY WATER DEPARTMENT OR THEIR APPROVED CONTRACTOR.
- 7 SAW-CUT AND REMOVE CURB AND GUTTER AT DUMPSTER ENCLOSURE, OR REMOVE TO NEXT CONTROL JOIN AND REPLACE TO DUMPSTER ENCLOSURE WEST SIDE, FOR DUMPSTER ENCLOSURE CONSTRUCTION.
 - 8 PRESERVE EXISTING WALL.

NOTES

STORM WATER PROTECTION BEST MANAGEMENT PRACTICES (BMP'S) SHOWN SHALL BE INSPECTED BY BOUNTIFUL CITY PRIOR TO THE START OF CONSTRUCTION ACTIVITIES. CONTACT BOUNTIFUL CITY ENGINEERING DEPARTMENT, 801-298-4125, TO SCHEDULE THE INSPECTION.

PLAN REVIEW
06/02/2025 5:07:48 PM
Lloyd Cheney, Bountiful City Engineer
TYPICAL COMMENTS (BLUE TEXT) GRAY BACKGROUND
NO COMMENTS



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FOR:
WRIGHT DEVELOPMENT GROUP
1178 LEGACY CROSSING BLVD, #100
CENTERVILLE, UT 84104
CONTACT:
LOGAN JOHNSON
PHONE: 801-773-7339

TOWNEPLACE SUITES
628 NORTH 500 WEST
BOUNTIFUL UTAH



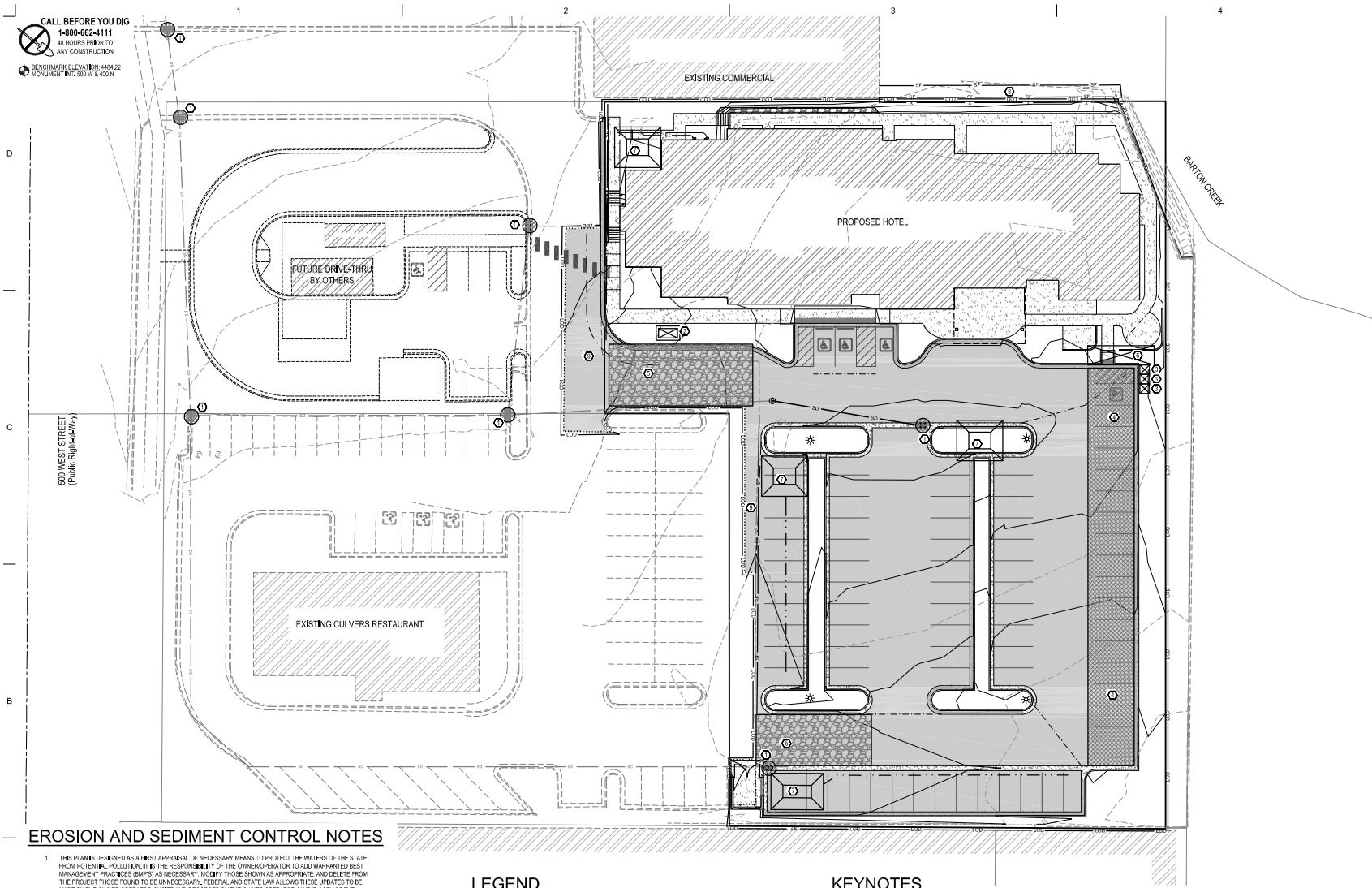
PROJECT NO.: 202503
DESIGNED BY: MICHAEL J. STATEN, P.E.

REVISIONS

NO.	DATE	DESCRIPTION
1	03/05/25	REV. COMPLETE FOR REVIEW
2	03/05/25	FOR APPROVAL
3	03/05/25	REVISED FOR APPROVAL
4	03/05/25	REVISED FOR APPROVAL

DEMOLITION PLAN

SHEET NUMBER
C-0.1



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mike.staten@stateneng.com

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CENTERVILLE, UT 84104
CONTACT:
LOGAN JOHNSON
PHONE: 801-773-7339

TOWNEPLACE SUITES

628 NORTH 500 WEST

BOUNTIFUL UTAH

PROJECT NO.: 2025023
DESIGNED BY: MICHAEL STATEN, P.E.

NO.	DATE	DESCRIPTION
1	5/27/25	REV. COMPLETE FOR REVIEW
2	6/3/25	FOR APPROVAL
3	6/17/25	REVISED FOR APPROVAL
4	6/23/25	REVISED FOR APPROVAL

FOR THE:

NO.	DATE	DESCRIPTION
1		
2		
3		
4		

EROSION & SEDIMENT CONTROL PLAN

SHEET NUMBER

C-0.2

- EROSION AND SEDIMENT CONTROL NOTES**
- THIS PLAN IS DESIGNED AS A FIRST APPRAISAL OF NECESSARY MEANS TO PROTECT THE WATERS OF THE STATE FROM POTENTIAL POLLUTION. IT IS THE RESPONSIBILITY OF THE OWNER/OPERATOR TO ADD WARRANTED BEST MANAGEMENT PRACTICES (BMPs) AS NECESSARY. WORK ITEMS SHOWN AS APPROPRIATE AND DELETE FROM THE PROJECT THOSE FOUND TO BE UNNECESSARY. FEDERAL AND STATE LAW ALLOWS THESE UPDATES TO BE MADE BY THE OWNER/OPERATOR ON SITE AND RECORDED BY THE OWNER/OPERATOR ON THE COPY OF THE SWPPP KEPT ON SITE.
 - DISTURBED LAND SHALL BE KEPT TO A MINIMUM. STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS PRACTICABLE IN PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITIES HAVE TEMPORARILY OR PERMANENTLY CEASED, BUT IN NO CASE MORE THAN 14 DAYS AFTER THE CONSTRUCTION ACTIVITY ON THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED. HOWEVER, WHERE CONSTRUCTION ACTIVITY ON A PORTION OF THE SITE IS TEMPORARILY CEASED, AND EROSION/SETTLING ACTIVITIES WILL BE RESUMED WITHIN 21 DAYS, TEMPORARY STABILIZATION MEASURES DO NOT HAVE TO BE INITIATED ON THAT PORTION OF THE SITE.
 - RESEED DISTURBED LAND WITH NATIVE GRASS MIXTURE WITHIN 14 CALENDAR DAYS OF ACHIEVEMENT OF FINISH GRADE TO STABILIZE SOILS IF LAND IS NOT TO BE RE-WORKED WITHIN 14 CALENDAR DAYS OF THE CESSATION OF CONSTRUCTION ACTIVITIES AT THAT LOCATION.
 - DETAILS SHOWN ARE TO BE EMPLOYED TO PROTECT RUNOFF AS APPROPRIATE DURING CONSTRUCTION. NOT ALL DETAILS ARE NECESSARY AT ALL PHASES OF THE PROJECT. IT SHALL BE THE RESPONSIBILITY OF THE OWNER/OPERATOR TO USE APPROPRIATE BEST MANAGEMENT PRACTICES AT THE APPROPRIATE PHASE OF CONSTRUCTION. SEE SWPPP FOR BMP IMPLEMENTATION SCHEDULE.
 - VARIABLE BEST MANAGEMENT PRACTICES HAVE BEEN SHOWN ON THE PLANS AT SUGGESTED LOCATIONS. THE CONTRACTOR MAY MOVE AND RECONFIGURE THESE BMPs TO OTHER LOCATIONS IF PREFERRED, PROVIDED THE INTENT OF THE DESIGN IS PRESERVED.
 - NOT ALL POSSIBLE BMPs HAVE BEEN SHOWN. THE CONTRACTOR IS RESPONSIBLE TO APPLY CORRECT MEASURES TO PREVENT THE POLLUTION OF STORM WATER PER PROJECT SWPPP.
 - A UPDESIGN WITH POLLUTANT DISCHARGE ELIMINATION SYSTEM (PDES) IS REQUIRED FOR ALL CONSTRUCTION ACTIVITIES 1 ACRE OR MORE.
 - OWNER/CONTRACTOR MAY, AT THEIR DISCRETION, ELIMINATE ONE OR THE OTHER STABILIZED CONSTRUCTION EXIT AND ENFORCE ONE-WAY TRAFFIC THROUGH SITE SUCH THAT ALL DELIVERIES AND OTHER TRAFFIC ONLY ENTERS THE SITE OVER THE TRACKOUT PAD AND/OR BLOCK OFF SECOND LOCATION.
 - SWPPP BMPs TO BE INSPECTED BY BOUNTIFUL CITY ENGINEERING DEPARTMENT PRIOR TO THE START OF CONSTRUCTION. CONTACT TODD CHENEY @ 801-288-5285 TO SCHEDULE THE INSPECTION.

- LEGEND**
- EXISTING CONCRETE WALL
 - PROPOSED CONCRETE WALL
 - EXISTING BUILDING
 - FUTURE BUILDING
 - PROPOSED BUILDING
 - EXISTING CONCRETE FLATWORK
 - FUTURE CONCRETE FLATWORK
 - PROPOSED CONCRETE FLATWORK
 - EXISTING CURB AND GUTTER
 - PROPOSED CURB AND GUTTER
 - PROPOSED REVERSE-PAN GUTTER
 - EXISTING STORM DRAIN
 - PROPOSED STORM DRAIN
 - EXISTING STORM DRAIN INLET
 - PROPOSED STORM DRAIN MANHOLE
 - PROPOSED STORM DRAIN INLET
 - PROPOSED STORM DRAIN MANHOLE
 - EXISTING CONTOUR - 5'
 - EXISTING CONTOUR - 1'
 - PROPOSED CONTOUR - 5'
 - PROPOSED CONTOUR - 1'

- KEYNOTES**
- PROTECT INLET WITH FABRIC SOOK AND COVER
 - CONCRETE WASH-OUT BASIN
 - PORTABLE TOILET - STAINED DOWN
 - LAY-DOWN AND SITE STORAGE
 - STABILIZED CONSTRUCTION EXIT
 - CONSTRUCTION DUMPSTER
 - TEMPORARY SEDIMENTATION TRAP - ADJUST SIZE AND LOCATIONS AS NECESSARY TO REFLECT GRADING CHANGES AND ACTIVE WORK.
 - TWO LINES OF SILT FENCE FOR STREAM PROTECTION
 - STABILIZE TRENCH CUT WITH CRUSHED ROCK OR ASPHALT PATCH WITHIN 14 CALENDAR DAYS OF BACKFILL.

PLAN REVIEW
06/02/2025 5:07:59 PM
Lloyd Cheney, Bountiful City Engineer

NO COMMENTS

NORTH

SCALE: 1"=20'

0 10 20 40

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ANY CONSTRUCTION
BENCHMARK ELEVATION 4454.22
MONUMENT IN 100 W & 400 N

500 WEST STREET
(Public Right-of-Way)

LOT 2A
24.156 Sq. Ft. 0.554 Acres
838 North

FUTURE DRIVE-THRU
BY OTHERS

EXISTING CULVERS RESTAURANT

LOT 1 CULVERS
COMMERCIAL SUBDIVISION
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VANDYKE & WILLEY CONDOMINIUM
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PROPOSED HOTEL
LOT 2B
62,770 Sq. Ft. 1.441 Acres
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CONTACT:
LOGAN JOHNSON
PHONE: 801-773-7339

TOWNEPLACE SUITES

628 NORTH 500 WEST
BOUNTIFUL UTAH



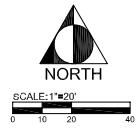
PROJECT NO.: 2025-03
DESIGNED BY: MITCHELL STATEN, P.E.

NO.	DATE	DESCRIPTION
1	03/05/25	REV. COMPLETE FOR REVIEW
2	03/05/25	FOR APPROVAL
3	03/05/25	REVISED FOR APPROVAL

CIVIL SITE PLAN

SHEET NUMBER

C-1.0



LEGEND

- EXISTING CONCRETE WALL
- PROPOSED CONCRETE WALL
- EXISTING BUILDING
- FUTURE BUILDING
- PROPOSED BUILDING
- EXISTING CONCRETE FLATWORK
- FUTURE CONCRETE FLATWORK
- PROPOSED CONCRETE FLATWORK
- EXISTING CURB AND GUTTER
- FUTURE CURB AND GUTTER
- PROPOSED CURB AND GUTTER
- PROPOSED REVERSAL-PAN CURB AND GUTTER
- EXISTING FENCE
- PROPOSED FENCE
- EXISTING HYDRANT
- PROPOSED HYDRANT
- EXISTING LIGHT
- PROPOSED LIGHT
- SAW-CUT PAVEMENT
- PROPOSED ASPHALT
- EASEMENT
- HANDICAP PARKING MARKINGS

KEYNOTES

- PROPERTY LINE
- SAW-CUT AND TACK EDGE OF EXISTING ASPHALT BEFORE PAVING TO MATCH
- INSTALL PATCH AFTER UTILITY WORK
- PRESERVE EXISTING PAVEMENT
- CONSTRUCT ASPHALT PAVEMENT
- CONSTRUCT 24" CURB AND GUTTER
- CONSTRUCT 24" REVERSAL-PAN CURB AND GUTTER
- MATCH TO EXISTING CURB TO REMAIN
- TAPER CURB TO 0" REVEAL AT DROP-OFF, SEE SHEET C-2.0 FOR GRADES
- CONSTRUCT THRU-GUTTER ACROSS LANDSCAPE ISLAND, SEE SHEET C-2.0 FOR GRADES
- CONSTRUCT 2" CONCRETE ROLL GUTTER
- CONSTRUCT CONCRETE SIDEWALK
- STAIRS REQUIRED - SEE SHEET C-2.0 FOR GRADES
- CONSTRUCT SIDEWALK RAMP WITH TRUNCATED DOME CONTRASTING PAVING
- 1:12 SLOPE MAX - SEE SHEET C-2.0
- VAN ACCESSIBLE PARKING STALL, 90' ON BEHIND SIDEWALK
- INSTALL PARKING CHUCK
- CROSSWALK STRIPING FOR ACCESSIBLE ROUTE
- INSTALL DUMPSTER ENCLOSURE - SEE ARCHITECTURAL
- OUTDOOR SEATING AND AMENITIES PER ARCHITECTURAL
- CONSTRUCT CONCRETE WALL WITH 42" RAIL AND 30" HANDRAIL - SEE ARCHITECTURAL

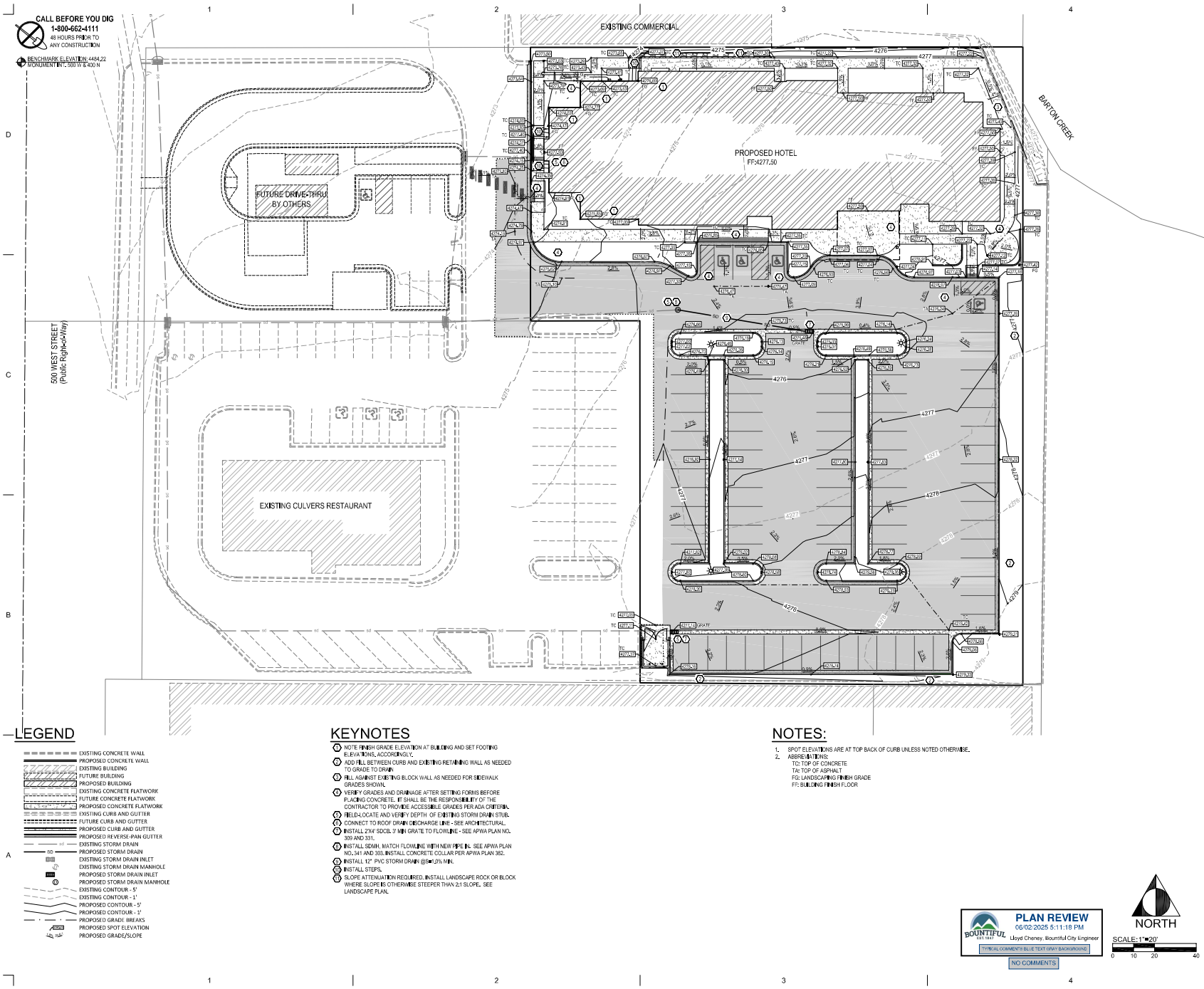
- PRESERVE EXISTING BLOCK GRAVITY WALL - PLASTER AND REFINISH FACE AND TOP
- INSTALL RELOCATED HYDRANT - SEE SHEET C-2.0 (BY BOUNTIFUL CITY WATER OR THEIR APPROVED CONTRACTOR)
- EXISTING HYDRANT
- SITE LANDSCAPING - SEE LANDSCAPE PLANS
- INSTALL 6" WHITE VINYL FENCE
- INSTALL HALF-HEIGHT GUARDRAIL OR FENCE ON EXISTING BLOCK WALL, STYLE BY OWNER
- SLOPE ATTENUATION REQUIRED - LANDSCAPE ROCKS OR BLOCKS WHERE OTHERWISE STEEPER THAN 2:1, SEE GRADING PLAN AND LANDSCAPE PLAN
- PROPOSED 15' WATERLINE EASEMENT

SITE INFORMATION

- SITE IS ZONED CH-1 HEAVY COMMERCIAL
- 80 PARKING SPACES PROVIDED INCLUDING 4 VAN ACCESSIBLE SPACES
- CURB DIMENSIONS ARE TO TOP FACE OF CURB UNLESS NOTED OTHERWISE

	SF	AC	%
Building	13,440	0.309	21%
Previous Landscaping	12,821	0.294	20%
Hardscape	36,509	0.838	58%
Total Site	62,770	1.441	100%

PLAN REVIEW
06/02/2025 5:10:29 PM
Lloyd Cheney, Bountiful City Engineer
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NO COMMENTS



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CENTERVILLE, UT 84104
CONTACT:
LOGAN JOHNSON
PHONE: 801-773-7339

TOWNEPLACE SUITES
628 NORTH 500 WEST
BOUNTIFUL UTAH



PROJECT NO.: 202503
DESIGNED BY: MICHAEL STATEN, P.E.

REVISIONS:

NO.	DATE	DESCRIPTION
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2	03/05/25	FOR APPROVAL
3	03/05/25	REVISED FOR APPROVAL
4	03/05/25	REVISED FOR APPROVAL

APPROVALS:

NO.	DATE	DESCRIPTION

GRADING & DRAINAGE PLAN

SHEET NUMBER
C-2.0

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CONTACT:
LOGAN JOHNSON
PHONE: 801-773-7339

TOWNEPLACE SUITES

628 NORTH 500 WEST
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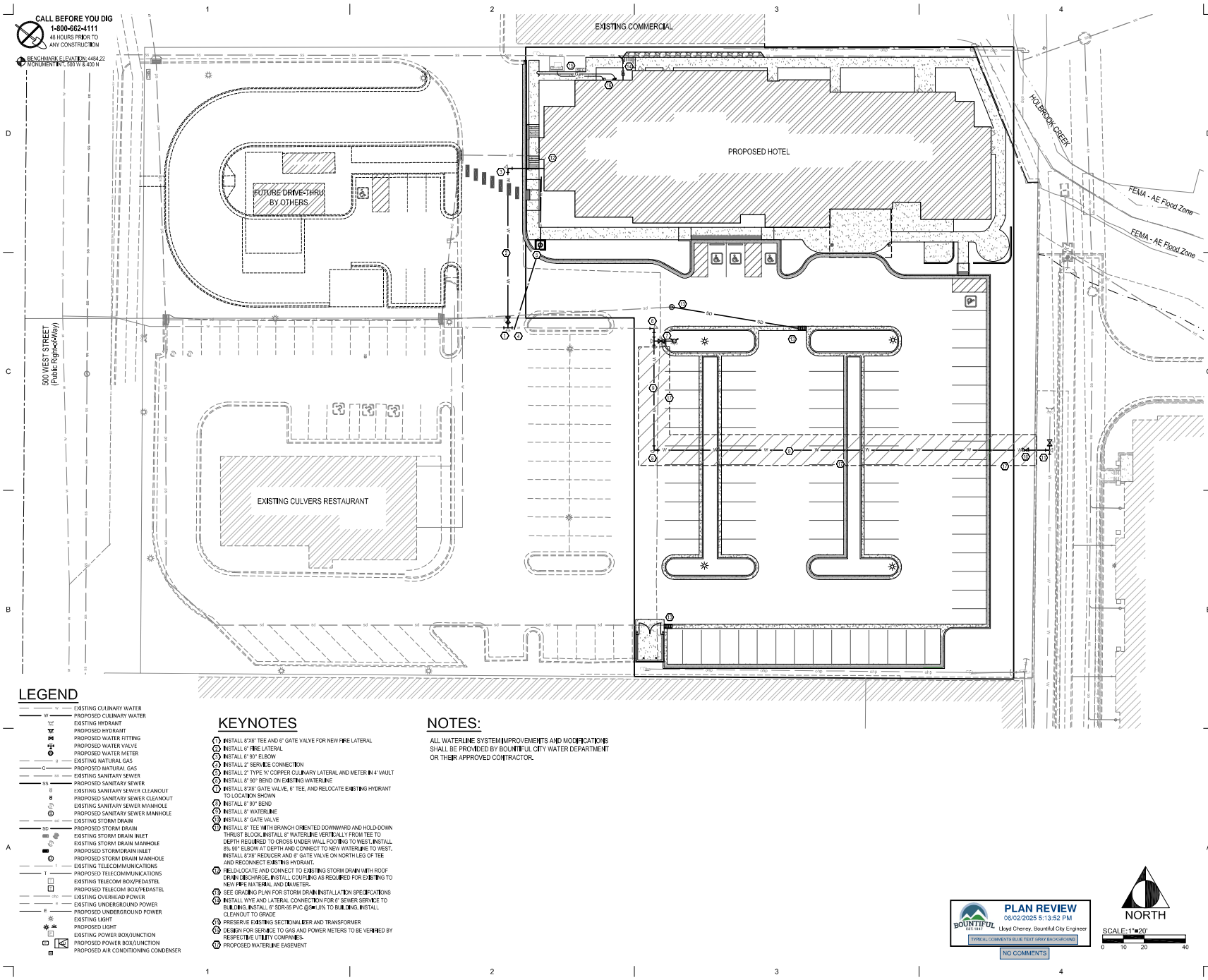


PROJECT NO.: 202503
DESIGNED BY: MICHAEL STATEN, P.E.

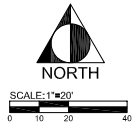
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2	03/05	FOR APPROVAL
3	03/05	REVISED FOR APPROVAL
4	03/05	REVISED FOR APPROVAL

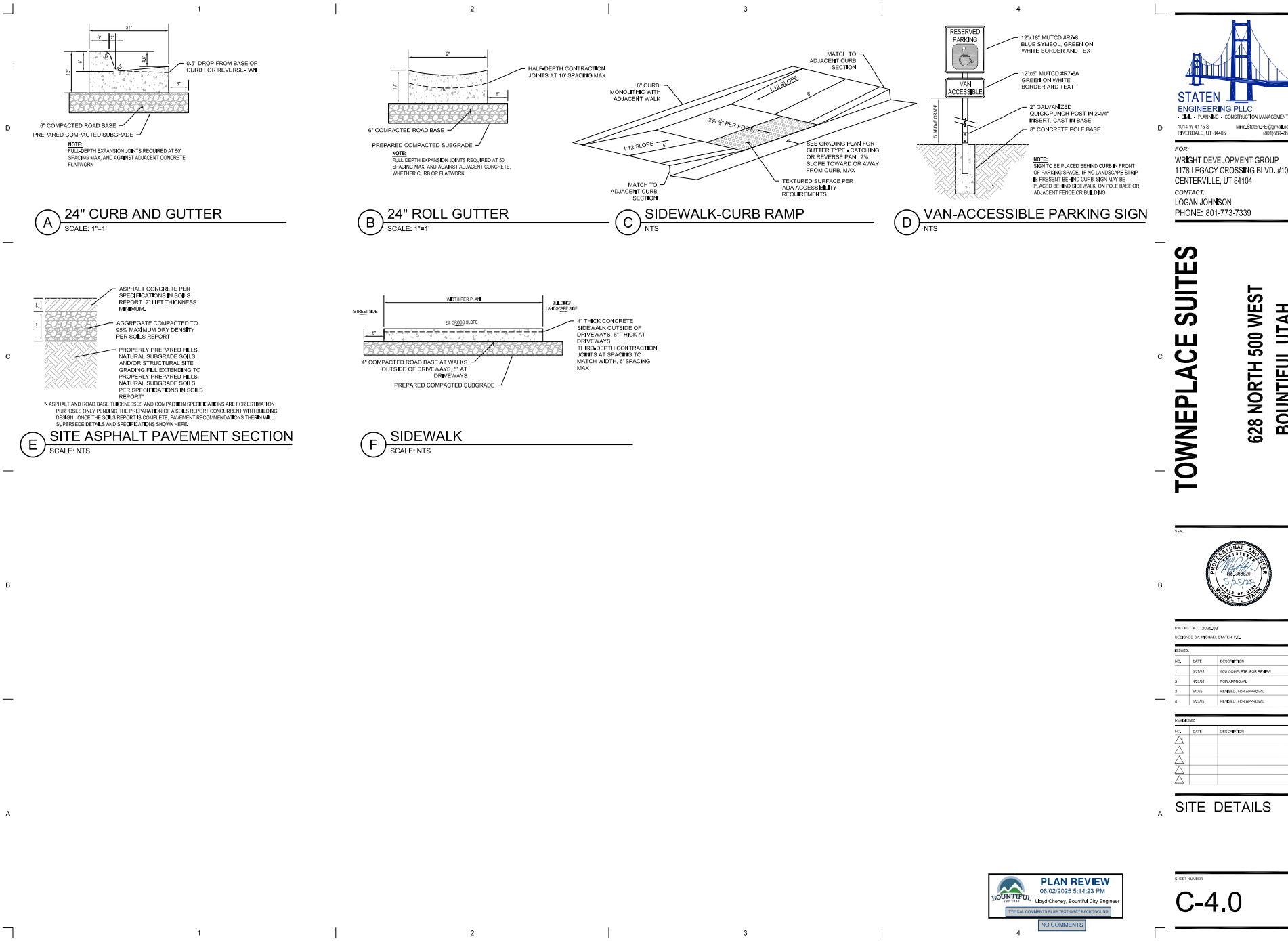
UTILITY PLAN

SHEET NUMBER
C-3.0



PLAN REVIEW
06/02/2025 3:13:52 PM
Lloyd Cherry, Bountiful City Engineer
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TOWNEPLACE SUITES

628 NORTH 500 WEST

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PROJECT NO. 2022023
ORDERED BY MICHAEL STATEN P.E.

NO.	DATE	DESCRIPTION
1	03/05/24	NOV. COMPLETE FOR REVIEW
2	03/05/24	FOR APPROVAL
3	03/05/24	REVIEWED FOR APPROVAL
4	03/05/24	REVIEWED FOR APPROVAL

FOR APPROVAL

NO.	DATE	DESCRIPTION
1		
2		
3		
4		

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SITE DETAILS

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500 WEST STREET
(Public Right-of-Way)

LOT 2A
24,195 Sq. Ft. 0.554 Acres
E38 North

FUTURE DRIVE-THRU
BY OTHERS

EXISTING CULVERS RESTAURANT

LOT 1 CULVERS
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ASSOCIATION OF UNIT OWNERS OF
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03-04-0007

PROPOSED HOTEL
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S29 North

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CATHERINE MARGARET TRUSTEES 03-02-1-0020

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FEMA - AE Flood Zone

FEMA - AE Flood Zone

CREEKSIDE SENIOR LIVING
AT BOUNTIFUL LLC
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CREEKSIDE SENIOR LIVING
AT BOUNTIFUL LLC
03-02-1-0176

INVESTMENT 84-1 LLC
03-04-0008



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TOWNEPLACE SUITES

628 NORTH 500 WEST
BOUNTIFUL UTAH



PROJECT NO. 202503		
DESIGNED BY: MICHAEL STATEN, P.E.		
REVISED		
NO.	DATE	DESCRIPTION
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CIVIL SITE PLAN PEDESTRIAN PLAN

SHEET NUMBER

C-1.0

LEGEND

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- PROPOSED CONCRETE WALL
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- FUTURE CURB AND GUTTER
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- PROPOSED REVERS-PAN CURB AND GUTTER
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- EXISTING HYDRANT
- PROPOSED HYDRANT
- EXISTING LIGHT
- PROPOSED LIGHT
- SAW-CUT PAVEMENT
- PROPOSED ASPHALT
- EASEMENT
- HANDICAP PARKING MARKINGS

KEYNOTES

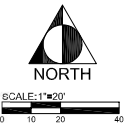
- PROPERTY LINE
- SAW-CUT AND TACK EDGE OF EXISTING ASPHALT BEFORE PAVING TO MATCH
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- MATCH TO EXISTING CURB TO REMAIN
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- INSTALL HALF-HEIGHT GUARDRAIL OR FENCE ON EXISTING BLOCK WALL, STYLE BY OWNER
- SLOPE ATTENUATION REQUIRED - LANDSCAPE ROCKS OR BLOCKS WHERE OTHERWISE STEEPER THAN 2:1. SEE GRADING PLAN AND LANDSCAPE PLAN.
- PROPOSED 15' WATERLINE EASEMENT

SITE INFORMATION

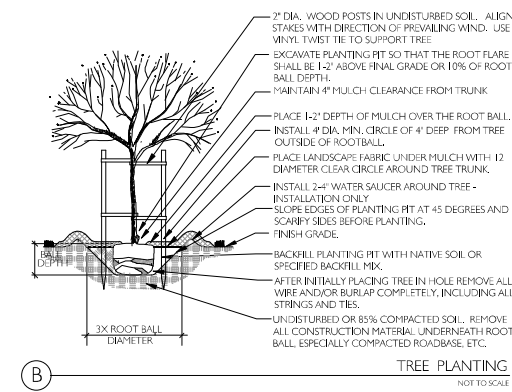
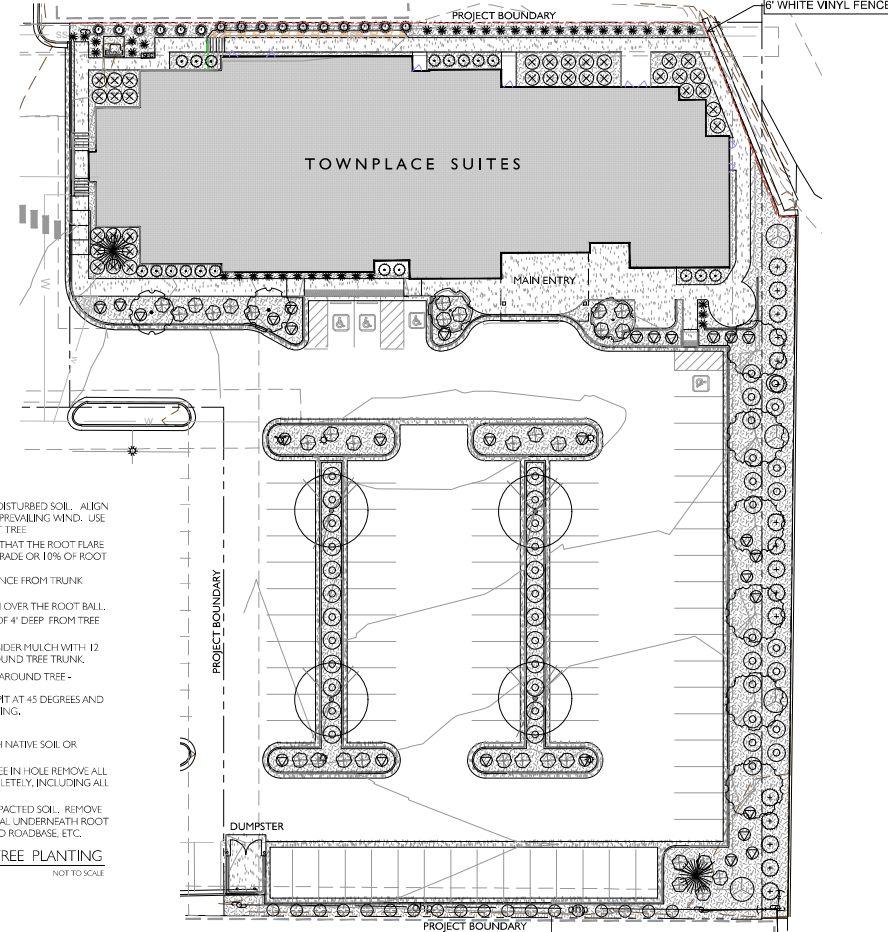
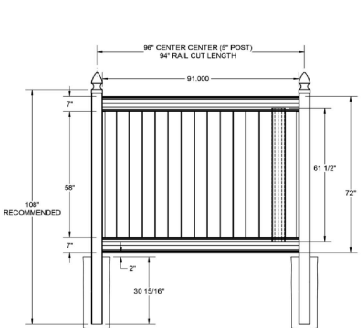
- SITE IS ZONED CH-1 HEAVY COMMERCIAL
- 80 PARKING SPACES PROVIDED INCLUDING 4 VAN ACCESSIBLE SPACES
- CURB DIMENSIONS ARE TO TOP FACE OF CURB UNLESS NOTED OTHERWISE

	SF	AC	%
Building	13,440	0.309	21%
Previous Landscaping	12,921	0.294	20%
Hardscape	36,509	0.838	58%
Total Site	62,770	1.441	100%


















DATE: 06/02/2025
SUBJECT: TOWNPLACE SUITES
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LANDSCAPE SCHEDULE

Sym	Qty.	Botanical Name	Common Name	Size
TREES				
	4	Acer trun. x A. plat. 'Keithsform'	Norwegian Sunset Maple	2' Gal.
	2	Prunus x yedoensis 'Akebono'	Daybreak Cherry	2' Gal.
	2	Picea orientalis 'Well's Green Knight'	Oriental Spruce	6' Min
	2	Prunus virginiana 'Canada Red'	Chokecherry	2' Gal.
	6	Malus 'Spring Snow'	Spring Snow Crabapple	2' Gal.
SHRUBS				
	29	Caryopteris x dlandonensis 'Dark Knight'	Dark Knight Bluebeard	2 Gal.
	4	Prunus x cistena	Cistena Plum	2 Gal.
	16	Juniperus chinensis 'Sea Green'	Sea Green Juniper	5 Gal.
	16	Juniperus chinensis 'densaerecta'	Spartan Juniper	2 Gal.
	19	Prunus laurocerasus 'Chestnut Hill'	Chestnut Hill Cherry Laurel	2 Gal.
	18	Rhamnus frangula columnaris	Tallhedge Buckthorn	2 Gal.
ORNAMENTAL GRASSES				
	40	Calamagrostis x acut. 'Karl Foerster'	Karl Foerster Feather Grass	1 Gal.
GROUNDCOVERS				
	32	Juniperus horizontalis 'Buffalo'	Buffalo Juniper	2 Gal.
	33	Symphoricarpos x chenaulti 'Hancock'	Hancock Coralberry	2 Gal.
	44	Rhus aromatica 'Grow Low'	Grow Low Sumac	2 Gal.
MULCH				
	14,453 S.F.	Decorative Rock Mulch, 2" Crushed.		Min. 3"

LANDSCAPE GENERAL NOTES

- Contractor shall locate and verify the existence of all utilities within project area prior to commencement of work.
- Do not commence planting operation until rough grading has been completed.
- All plants shall bear the same relationship to finished grade as the original grade before digging.
- Pre-emergent herbicide shall be used prior to mulch placement.
- All plant materials shall conform to the minimum guidelines established by the American Standard for Nursery Stock, published by the American Nursery Association, Inc.
- All plants to be balled and burlapped or container grown, unless otherwise noted on the plant list.
- The contractor shall supply all plant material in quantities sufficient to complete the planting shown on the drawings.
- Any proposed substitutions of plant species shall be made with plants of equivalent overall form, height, branching habit, flower, leaf color, fruit and culture only as approved by the Project Representative.
- All shrub, groundcover, and perennial beds shall receive four inches (4") of topsoil prior to planting.
- Submit topsoil report prepared by a qualified soil testing laboratory prior to soil placement. Topsoil shall meet the following mechanical analysis:
Sand (0.05 - 2.0 mm Dia.) 20 - 70%
Clay (0.002 - 0.05 mm Dia.) 20 - 70%
The max. retained on a #10 sieve will be 15 percent. the topsoil shall meet the following analysis criteria:
pH Range of 5.5 to 8.2, a min. of 4% and max. of 8% organic matter content and free of stones 2" or larger.
Soluble salts <2 dS/m or mmho/cm and sodium absorption ratio (sar) <6.

TOWNPLACE SUITES
638 NORTH 500 WEST
BOUNTIFUL, UTAH

LANDSCAPE
PLAN

L101



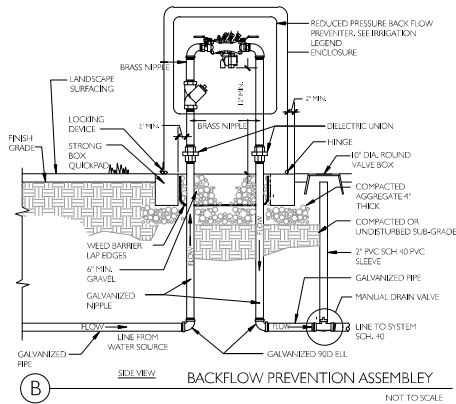
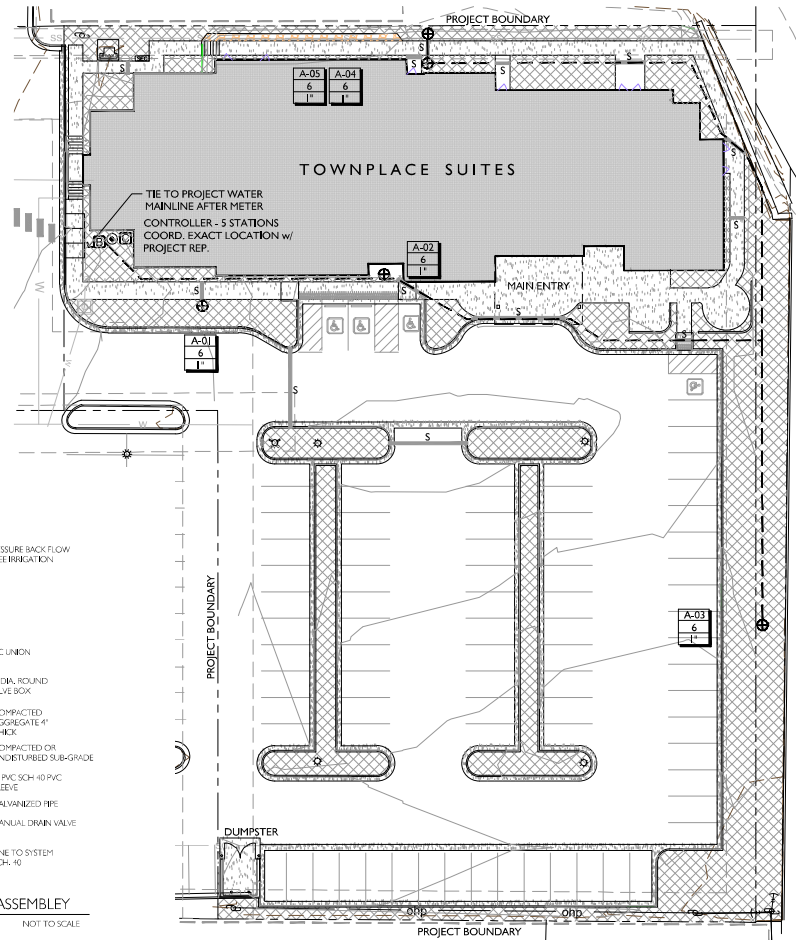
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DATE: 5/1/2025
SUBMITTED:

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IRRIGATION SCHEDULE

SYM.	MODEL	P.S.I.	G.P.M. (x=H)	PRECIP. RADIUS
⊗	Drip Emitter - Rainbird Xeris-Bug XB-20PC w/ PC-DIFF-PPL Diffuser Cap - 4 / Tree, 2/Shrub			
⊕	Drip Control Zone - Rainbird XICZ-100-PRBCOM			
⊙	Quick Coupling Valve Assembly			
⊖	Backflow Preventer - 1"			
⊞	Controller - Rainbird ESP4ME3, ESP5M3 Module w/ LNK2WIFL, WRQ-RFC - 7 Stations			
Lateral Pipe - Schedule 40 PVC				
Mainline - 1" Schedule 40 PVC				
Irrigation Slewing (See Plan)				
A-01	Valve #			
26.7	GPM			
1 1/2"	Valve Size			

IRRIGATION PIPE SIZING SCHEDULE

Distance - valve to end of lateral	0 - 160 FT.	160 - 200 FT.	200 - 250 FT.	250 - 300 FT.	300 - 350 FT.
3/4" SCH. 40 PVC PIPE	0 - 8 GPM	0 - 5 GPM	0 - 4 GPM	0 - 4 GPM	0 - 3 GPM
1" SCH. 40 PVC PIPE	8 - 12 GPM	5 - 10 GPM	4 - 9 GPM	4 - 8 GPM	3 - 7 GPM
1 1/4" SCH. 40 PVC PIPE	12 - 22 GPM	10 - 18 GPM	9 - 18 GPM	8 - 16 GPM	7 - 14 GPM
1 1/2" SCH. 40 PVC PIPE	22 - 30 GPM	22 - 30 GPM	18 - 26 GPM	16 - 24 GPM	14 - 22 GPM
2" SCH. 40 PVC PIPE	30 - 50 GPM	30 - 50 GPM	26 - 50 GPM	24 - 45 GPM	22 - 40 GPM
2 1/2" SCH. 40 PVC PIPE	50 - 70 GPM	50 - 70 GPM	50 - 70 GPM	45 - 70 GPM	40 - 65 GPM
3" SCH. 40 PVC PIPE	70 - 110 GPM	70 - 110 GPM	70 - 110 GPM	70 - 110 GPM	70 - 110 GPM

IRRIGATION GENERAL NOTES

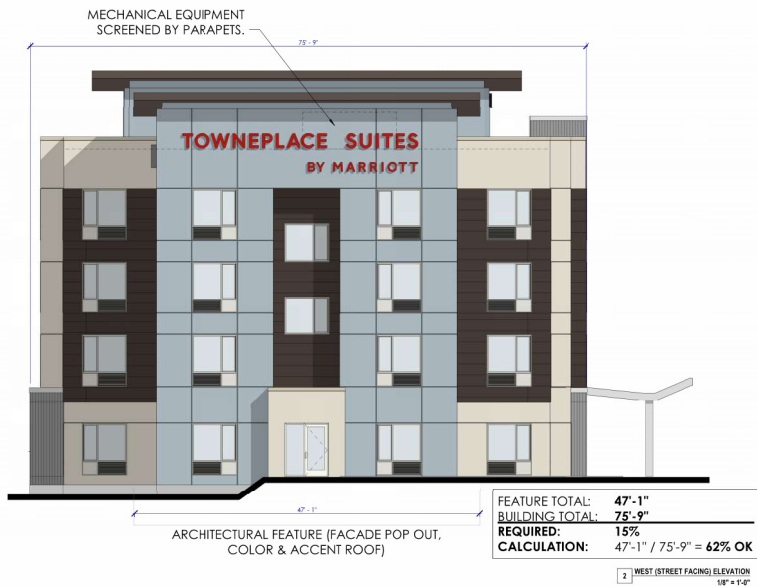
- Base drawings for irrigation design have been provided by others.
- Irrigation design based on schematic layout of turf/shrub areas, along with schematic depiction of buildings. Any major deviation in building design and/or turf/shrub areas may require re-design of irrigation system.
- Exact locations of major irrigation components to be approved by the Owner's Representative in the field prior to installation.
- Contact the local underground utility services for utility location and identification.
- Perform excavation in the vicinity of underground utilities with care and if necessary, by hand. The Contractor bears full responsibility for this work and disruption or damage to utilities shall be repaired immediately at no expense to the Owner.
- Irrigation main line and/or other components are shown schematically in landscapes for graphic clarity only. All irrigation components shall be located in landscaped areas.
- Quick coupler valves in landscaped areas shall be installed as close as possible to plan locations. Quick coupler valve spacing shall not exceed 200 feet apart to allow for hand watering of plant material.
- Spray sprinklers are designed for 30 PSI at the head. Rotor sprinklers are designed for 50 PSI at the head.
- Not all sleeving necessary to complete this project is shown on plan. Portions of irrigation sleeving may have been previously installed by others. Coordinate location and usage with Owner's Representative.

TOWNPLACE SUITES
638 NORTH 500 WEST
BOUNTIFUL, UTAH

IRRIGATION
PLAN

L201





	EIFS 1 BENJAMIN MOORE - NOVEMBER RAIN
	EIFS 1 BENJAMIN MOORE - MANOR BLUE
	FIBER CEMENT PANEL 1 NICHIA AW3030 ILLUMINATION COLOR: NIGHT SHADE
	FIBER CEMENT PANEL 2 NICHIA AW3030 - ROUGH SAWN COLOR: SMOKE

PLANNING COMMENT :
THE INFORMATION PROVIDED DOES NOT SHOW THE FACADE OR PERCENTAGE AREAS MEETING UPGRADED ARCHITECTURAL FEATURES. COLOR DOES NOT QUALIFY AS AN UPGRADED ARCHITECTURAL FEATURE. POP OUT MAY QUALIFY AS AN ARCHITECTURAL FEATURE AND WILL BE FINALIZED WITH THE LAND USE AUTHORITY.



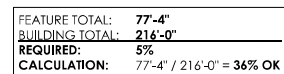
TOWNEPLACE SUITES - BOUNTIFUL



ELEVATIONS

201
BOUNTIFUL, UT
APRIL 24, 2025







To: Bountiful City Planning & Zoning
Bountiful City Hall
795 South Main Street
Bountiful, UT 84010

Date: 4/24/2025

Subject: Bountiful Towneplace Suites | Parking Study

This Parking Memo has been performed at the request of the developer, Wright Development Group, in regard to the proposed Towneplace suites hotel development located at 638 North 500 West in Bountiful, UT. The proposed development will include 87 bedroom units and hired staff.

Per Bountiful City code, the proposed project parking requirements are specified below in Table 1:

Table 1 – Hotel Parking Demand

Use	Code Requirement	Required Stalls	Provided Stalls
87 hotel units	1 stall / unit	87	
No assembly space	1 stall / 200 sf	0	
Employees	1 stall / employee	7	
Total		94	80 on hotel site

Next door to proposed Townplace Suites is a Culvers restaurant. The Culvers restaurant is approximately 4,500 SF in size and has a drive-thru window. The Culvers site has 60 parking stalls, with an existing cross parking agreement for 30 stalls which lie on the eastern side of the Culvers parcel.

Per Bountiful City code, the existing Culverts parking requirements are specified below in Table 2:

Table 2 – Culvers Parking Demand

Use	Code Requirement	Required Stalls	Provided Stalls
4,500 SF Restaurant	1 stall / 100 sf	45	
Total		45	60 on culvers site



With a cross-parking agreement in place, the combined uses parking requirements are specified below in Table 3:

Table 3 – Combined Parking

Use	Code Requirement	Required Stalls	Provided Stalls
87 hotel units	1 stall / unit	87	
No assembly space	1 stall / 200 sf	0	
Employees	1 stall / employee	7	
4,500 SF Restaurant	1 stall / 100 sf	45	
Total		139	140

Based on the combined parking requirements and provided stalls, the development is required to have 139 parking stalls and it will provide 140, no parking stalls short. A previous version of this study contemplated demand based shared parking. However, this study now shows that the available stalls provide enough parking irrespective of each tenants projected peak demand windows. However, the demand analysis is still provided below.

On October 10 and 11, 2024 the Culvers site was visited during the noon peak (11:30 am to 2:00 pm) and pm peak (5:00 pm to 8:30 pm) to determine how many parking stalls were being used. The peak hours for the restaurant are during the noon peak hours and the maximum number of parking stalls used was 39. The store was still busy during the PM peak, but the maximum number of parking stalls used was 32.

A hotel use is busy from check-in time which starts around 4:00 PM until check-out which is 10:00 AM – with a high percentage of these check-ins not arriving until after the dinner rush. During the daytime, the hotel parking demand is drastically reduced. This time is off-set from when the restaurant is the busiest – which is from 11:30 am to 2:00 pm. Because of the off-setting peak parking demands between the two uses, a reduction in parking stall requirements can be implemented.

Based upon field observation and studies of these uses mentioned above, the recommended parking stalls to service both developments is 126. The number of stalls provided is 140. This is shown in Table 4 below.



Table 4 – Combined Parking Demand

Use	Code Requirement	Required Stalls	Provided Stalls
87 hotel units	1 stall / unit	87	
No assembly space	1 stall / 200 sf	0	
Employees	1 stall / employee	7	
4,500 SF Restaurant	1 stall / 100 sf	45	
Total		139	140
Off-Setting Demands	-17	122	140

Based upon the above study, it is recommended that with a cross parking agreement in place – the minimum number of stalls for the overall development is 122 and the development will provide 140 stalls and should be permitted.

If any questions arise, please let us know.

Regards,

Thomas Hunt

Principal Engineer & Planner

2271265

WHEN RECORDED, RETURN TO:

Ballard Spahr LLP
201 S Main Street, Suite 800
Salt Lake City, UT 84111
Attn: Steven P. Mehr

APNs: 03-280-0001, 03-300-0002, 03-300-0003



ACCESS AND MAINTENANCE AGREEMENT

THIS ACCESS AND MAINTENANCE AGREEMENT is made and entered into as of the 26th day of November, 2024 ("**Effective Date**"), by and among ES 177601 LC, a Utah limited liability company ("**ES**"), YOUNG ADVANTAGE, INC., a Utah corporation ("**Young Advantage**"), and MKJAM LLC, a Utah limited liability company ("**MKJAM**"). ES and MKJAM are at times collectively referred to herein as the "**Parties**," and individually as a "**Party**."

RECITALS:

A. MKJAM is the owner of certain real property in Davis County, Utah, located at 620 N 500 W in Bountiful, Utah, and more particularly described on "**Exhibit A**" attached hereto, together with certain buildings and improvements presently located or to be located thereon ("**Lot 1**").

B. ES is the owner of certain real property in Davis County, Utah, located at 638 N 500 West, Bountiful, Utah 84010, as legally described on "**Exhibit A-1**" attached hereto, together with certain buildings and improvements presently located or to be located thereon ("**Lot 2A**").

C. Young Advantage is the owner of certain real property located in Davis County, Utah, 628 N 500 W, Bountiful, Davis County, Utah, as legally described on "**Exhibit A-2**" attached hereto, together with certain buildings and improvements presently located or to be located thereon ("**Lot 2B**").

D. Lot 1, Lot 2A, and Lot 2B (collectively, the "**Properties**," individually "**Property**") comprise the Culvers Commercial Subdivision, as set forth on the Culvers Commercial Subdivision – Phase 2, Amending Lot 2 – Culvers Commercial Subdivision Plat recorded in the Office of the Recorder of Davis County ("**Recording Office**") on October 24, 2024 as Entry No. 3592204, Book No. 8613, Page No. 61 ("**Subdivision Plat**"), attached hereto as "**Exhibit B**".

E. The Parties desire to confirm certain ingress, egress, and use rights over real property located on Lot 2A, as depicted on "**Exhibit C**" attached hereto, and referred to hereinafter as the "**Access Easement Area**," which includes portions of that certain Cross Access Easement Agreement dated January 25, 2018, recorded in the Recording Office as Entry No. 3072301, Book No. 6938, Page No. 138, that certain Cross Access Easement dated May 9, 2018, recorded in the Recording Office as Entry No. 3108930, Book No. 7070, Page No. 46, and other real property. Further, the Parties desire to establish certain rights and responsibilities to provide for the maintenance and operation of the Access Easement Area.

F. The Parties further desire to establish certain ingress, egress, and parking rights and responsibilities over the Properties, all upon the terms and conditions set forth in this Agreement.

AGREEMENT:

NOW, THEREFORE, in consideration of the above recitals, the mutual promises contained below, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Parties agree as follows:

1. **Recitals.** The Recitals are an integral part of the agreement and understanding of the Parties, and are hereby incorporated by reference as if fully set forth herein.

2. **Declaration of Easements.** Each Party, for itself and its successors and assigns, hereby declares that the Properties shall, from and after the date hereof, be owned, held, transferred, conveyed, sold, leased, rented, hypothecated, encumbered, used, occupied, maintained, altered and improved subject to the easements, equitable servitudes, covenants, conditions and restrictions set forth in this Agreement, all of which are declared to be a part of, pursuant to, and in furtherance of a common and general plan for the improvement and development the Properties. The provisions of this Agreement shall run with the land and shall bind, be charged upon, and inure to the mutual benefit of the Properties.

3. **Grant of Access Easement.** Subject to the terms and conditions set forth in this Agreement, ES grants the following non-exclusive, appurtenant easements in perpetuity, in, on, over, under, across and through the Access Easement Area:

a. ES hereby grants and conveys to MKJAM and its successors and assigns, and for the use, benefit and enjoyment of MKJAM, its successors, assigns and lessees and their respective agents, employees, customers, vendors and invitees, a non-exclusive easement appurtenant for maintenance and repair and pedestrian and vehicular ingress and egress over, across and through the Access Easement Area, as such may exist from time to time, subject to the provisions hereof.

b. ES hereby grants and conveys to Young Advantage, and its successors and assigns, and for the use, benefit and enjoyment of Young Advantage, its successors, assigns and lessees and their respective agents, employees, customers, vendors and invitees, a non-exclusive easement appurtenant for pedestrian and vehicular ingress and egress over, across and through the Access Easement Area, as such may exist from time to time, subject to the provisions hereof.

4. **Access Easement Maintenance and Snow Removal.** MKJAM, and its successors and assigns, shall manage and perform (or cause to be managed and performed) the repair, maintenance and snow removal for the Access Easement Area including but not limited to the following, referred to hereinafter as the “**Maintenance Services**”:

a. Maintaining the surfaces of the Access Easement Area in a smooth and evenly covered condition which will allow for proper usage and drainage. Such maintenance shall include replacement or repair of all or any portion of Access Easement

Area with the same type of surface and material originally installed or such substitute as shall in all respects be equal or better in quality, use and durability. Such maintenance shall also include cleaning, sweeping and restriping of the Access Easement Area in conformity with all applicable governmental regulations and in a safe, sound and functional condition consistent with a standard comparable to other similar developments in Davis County;

b. Removing all snow, ice, debris and refuse and sweeping to the extent reasonably necessary to keep the Access Easement Area in a safe and clean condition. Snow and ice shall be removed as frequently as is reasonably necessary to prevent excessive snow accumulations on Access Easement Area;

c. Placing, keeping in repair and replacing any necessary or appropriate directional signs, markers or lines;

d. Operating, keeping in repair and replacing such artificial lighting facilities as shall be required by applicable governmental authorities or as installed by the Parties; and

e. Performing such other maintenance and services with respect to the Access Easement Area as MKJAM determines is reasonably necessary.

5. **Access Easement Maintenance Costs.** Young Advantage and ES shall remit payment to MKJAM for their respective shares of the costs associated with the Maintenance Services ("**Maintenance Costs**"), in such amount as designated by MKJAM. The Maintenance Costs shall include an administrative fee for the Maintenance Services not to exceed eight percent (8%) of the actual costs incurred by MKJAM in providing the Maintenance Services. MKJAM shall keep records of the Maintenance Services and Maintenance Costs and shall provide copies of these records to the other Parties from time to time as they may reasonable request; provided however, MKJAM shall not be obligated to produce such records greater than once per calendar year.

a. Each Property shall contribute its pro rata share of the Maintenance Costs in accordance with the following percentages:

Lot 1	33.3%
Lot 2A	33.3%
Lot 2B	33.4%

b. On or before April 1st of each calendar year, MKJAM will submit (or cause to be submitted) to Young Advantage and ES a statement reconciling the Maintenance Costs for the immediately preceding calendar year ("**Reconciliation Statement**"), which shall (a) reconcile all such payments made by the Parties during such prior year with actual costs incurred by MKJAM and (b) adjust the amount payable by the Parties for the calendar year in which the Reconciliation Statement is provided.

c. Any amounts not paid by Young Advantage and ES within thirty (30) days of the date of receipt of the invoice from MKJAM shall accrue interest at a rate of one and

one-half percent (1.5%) per month until paid. Any delinquent Party shall also be responsible for paying reasonable costs of collection including any applicable costs and attorney's fees. Any unpaid amounts not paid within ninety (90) days of receipt may become a lien against the non-paying Party's parcel, or any future subdivisions thereof, upon recordation in the Recording Office of written notice of such delinquency and lien.

6. **Reciprocal Parking Easement.** Subject to the conditions, limitations, and reservations contained herein MKJAM, and Young Advantage hereby grant and establish, for the benefit of each other, and their respective successors and assigns, a non-exclusive perpetual easement on, over, under, and across the driveways, parking areas, drive aisles, access ways, and landscaping surrounding such areas, located from time to time on Lot 1 ("**Lot 1 Parking Easement Area**"), and the driveways, parking areas, drive aisles, access ways, and landscaping surrounding such areas, located from time to time on Lot 2B ("**Lot 2B Parking Easement Area**" and together with the Lot 1 Parking Easement Area, the "**Parking Easement Area**"), for reasonable access to and from the Properties and the improvements thereon, parking in parking areas and ingress and egress to, from, upon, over and across all of the Parking Easement Area now and from time to time existing on the Properties for the purpose of vehicular and pedestrian ingress and egress between all portions of the Parking Easement Area, to and from the Subdivision, and to and from all abutting streets or rights of way furnishing access to the Properties. For the avoidance of doubt, the Parking Easement Area does not include the Access Easement Area. Notwithstanding the foregoing, this easement shall not prohibit the rights of MKJAM, and Young Advantage from (i) reconfiguring, relocating, modifying or constructing parking, roadways and vehicular passageways, driveways, and driving lanes, (ii) constructing and maintaining traffic and parking control islands and other such facilities, or (iii) establishing rules, regulations, or hours of operation, with respect to the Parking Easement Area on their respective Property so long as the parking complies with any zoning or other parking requirement of Bountiful City. Notwithstanding the foregoing, any such rules, regulations, or hours of operation with respect to the Parking Easement Area shall not prohibit Young Advantage from parking within the Lot 1 Parking Easement Area outside of the hours of operation for the respective occupants or tenants located on Lot 1.

7. **Lot 2B Parking Easement Area Maintenance.** Young Advantage shall maintain the Lot 2B Parking Easement Area in a smooth and evenly covered condition, including (i) replacement of base, skin patch, resurfacing and, when necessary, restriping and resealing; (ii) restriping drive lanes when necessary, but in any event as necessary to clearly identify traffic direction designations and pedestrian cross-walks; and (iii) such other maintenance that Young Advantage determines reasonably necessary, in its sole discretion. Young Advantage shall maintain the Lot 2B Parking Easement Area in accordance with this Section at its sole cost and expense.

8. **Lot 1 Parking Easement Area Maintenance.** MKJAM shall maintain (or cause to be maintained) the Lot 1 Parking Easement Area in a smooth and evenly covered condition, including the (i) replacement of base, skin patch, resurfacing and, when necessary restriping and resealing; (ii) restriping drive lanes when necessary, but in any event as necessary to clearly identify traffic direction designations and pedestrian cross-walks; (iii) enforcement of any rules, regulations, or hours of operation, including the installation, placement, maintenance, repair and replacement of related informational signage; and (iv) such other maintenance that MKJAM

determines reasonably necessary, in its sole discretion ("**Lot 1 Maintenance**"). Young Advantage and MKJAM shall share the costs associated with performing the Lot 1 Maintenance ("**Lot 1 Maintenance Costs**") in accordance with this Section. Young Advantage shall remit payment to MKJAM for its pro rata share of the Lot 1 Maintenance Costs, in such amount as designated by MKJAM. The Lot 1 Maintenance Costs shall include an administrative fee for the Lot 1 Maintenance not to exceed eight percent (8%) of the actual costs incurred by MKJAM in providing the Lot 1 Maintenance. MKJAM shall keep records of the Lot 1 Maintenance and the Lot 1 Maintenance Costs and shall provide copies of these records to Young Advantage from time to time as it may reasonably request; provided however, MKJAM shall not be obligated to produce such records greater than once per calendar year.

a. MKJAM and Young Advantage shall contribute their pro rata share of the Lot 1 Maintenance Costs in accordance with the following percentages:

Lot 1	50%
Lot 2B	50%

b. On or before April 1st of each calendar year, MKJAM will submit (or cause to be submitted) to Young Advantage a statement reconciling the Lot 1 Maintenance Costs for the immediately preceding calendar year ("**Lot 1 Reconciliation Statement**"), which shall (a) reconcile all such payments made by Young Advantage during such prior year with actual costs incurred by MKJAM and (b) adjust the amount payable by Young Advantage for the calendar year in which the Lot 1 Reconciliation Statement is provided.

c. Any amounts not paid by Young Advantage within thirty (30) days of the date of receipt of the invoice from MKJAM shall accrue interest at a rate of one and one-half percent (1.5%) per month until paid. In the event of such delinquency, Young Advantage shall also be responsible for paying reasonable costs of collection including any applicable costs and attorney's fees. Any unpaid amounts not paid within ninety (90) days of receipt may become a lien against Lot 2B, or any future subdivisions thereof, upon recordation in the Recording Office of written notice of such delinquency and lien.

9. **Storm Sewer Facility.** Young Advantage agrees that it is prohibited from using the underground water retention facility located on Lot 1, as designated on the Subdivision Plat ("**Storm Sewer Facility**") and shall not use the Storm Sewer Facility to satisfy any water, runoff, or stormwater retention or drainage from Lot 2B.

10. **Insurance.** Each Party, at its sole cost and expense, shall keep and maintain, or cause to be kept and maintained, a policy or policies of Commercial General Liability Insurance (ISO form or equivalent) insuring it against liability for bodily injury, death and property damage occurring upon or in the Access Easement Area with such policy to afford protection with a combined single limit annual aggregate with respect to bodily injury, death and property damage in such amounts as from time to time are carried by prudent owners of modern, first-class projects similar to the Subdivision in construction, location, and use. MKJAM and Young Advantage, each at its sole cost and expense, shall keep and maintain, or cause to be kept and maintained, a policy or policies of Commercial General Liability Insurance (ISO form or equivalent) insuring it against

liability for bodily injury, death and property damage occurring upon or in the Parking Easement Area with such policy to afford protection with a combined single limit annual aggregate with respect to bodily injury, death and property damage in such amounts as from time to time are carried by prudent owners of modern, first-class projects similar to the Subdivision in construction, location, and use. Such insurance shall be issued on an occurrence basis and a comprehensive liability basis. Said insurance shall be with companies at all times having a current rating of not less than A- and financial category rating of at least Class VII in "A.M. Best's Insurance Guide" current edition. All such policies shall be written as primary policies, not contributing with and not in excess of the coverage that any other Party may carry. Each Party's Commercial General Liability Insurance policy shall name each other Party as additional insureds. Each Party shall provide the other Party with insurance certificates for all insurance required under this Section from time to time, upon written request.

11. **Indemnification.** Each Party, on behalf of itself and its successors, assigns and lessees and their respective agents, employees, customers, vendors and invitees (the "**Releasing Party**"), shall defend, protect, indemnify and hold harmless the other Parties and such other Party's respective agents, employees, customers, vendors and invitees (the "**Released Parties**") against and from any and all claims, suits, liabilities, judgments, costs, demands, causes of action and expenses (including, without limitation, reasonable attorneys' fees, costs and disbursements) (collectively, "**Claims**") arising in connection with (a) the use of the Access Easement Area or the Parking Easement Area by the Releasing Parties, or from any activity done, permitted or suffered by the Releasing Parties in or about the Access Easement Area or the Parking Easement Area, and (b) any act, neglect, fault, willful misconduct or omission of the Releasing Party, or from any breach or default in the terms of this Agreement by the Releasing Party, and (c) any action or proceeding brought on account of any matter in items (a) or (b). If any action or proceeding is brought against a Released Party by reason of any such Claims, upon notice to the Releasing Party, such Releasing Party shall defend the same at such Releasing Party's expense by counsel reasonably satisfactory to the Released Party. Each Releasing Party hereby releases the Released Parties from responsibility for, waives its entire claim of recovery for and assumes all risk of (i) damage to property or injury to persons in or about the Access Easement Area or the Parking Easement Area from any cause whatsoever (except that which is caused by the sole active gross negligence or willful misconduct of the Released Parties or by the failure of the Released Parties to observe any of the terms and conditions of this Agreement, if such failure has persisted for an unreasonable period of time after written notice of such failure), or (ii) loss resulting from business interruption or loss of income.

12. **Condemnation.** In the event the whole or any part of the Access Easement Area or Parking Easement Area, as applicable, are taken by right of eminent domain or any similar authority of law (or in lieu of such condemnation or under threat of condemnation), the entire award for the value of the land and improvements so taken shall belong to the Party which is the fee owner of the land so taken. No other Party shall claim any portion of such award by virtue of any interest created by this Agreement; provided, however, any such other Party may file a collateral claim with the condemning authority over and above the value of the land or improvements being so taken to the extent of any damage suffered by such Party resulting from the severance of the Access Easement Area or the Parking Easement Area so taken, as applicable.

13. **No Relationship.** Parties hereto do not, by this Agreement nor by any Party's acts, become principal and agent, limited or general partners, joint venturers or of any other similar relationship of each other in the conduct of their respective businesses, or otherwise.

14. **No Public Dedication.** Nothing in this Agreement shall be deemed to be a gift or dedication of all or any portion of the Access Easement Area or the Parking Easement Area for the general public or for any public purposes whatsoever, it being the intention of the Parties that the rights granted herein be strictly limited to the purposes expressed in this Agreement. The right of any person to make any use whatsoever of the Access Easement Area or the Parking Easement Area under this Agreement is subject to the permission and control of the Parties and the terms and conditions of this Agreement. There are no intended third party beneficiaries to this Agreement. The Parties may close any part of the Access Easement Area or the Parking Easement Area located on its Property as may be reasonably necessary to prevent the public from obtaining prescriptive rights or to make repairs or alterations. In such event, the Party seeking to close the area shall provide notice to the other in advance of such closure as defined in Section 15.

15. **Notice.** All notices, requests, demands, and other communications (collectively, the "Notices") hereunder shall be in writing and shall be given by established nationally-recognized express delivery service which maintains delivery records or certified or registered mail, postage prepaid, return receipt requested, to the Parties at the following addresses, or at such other address as Parties may designate by written notice in the above manner:

To ES:	ES 177601 LC 3720 Lois Ln Salt Lake City, UT 84124 Attention: Mark A. Young
With copies to:	Ballard Spahr LLP 201 S. Main Street, Suite 800 Salt Lake City, Utah Attn: Steven P. Mehr
If to MKJAM:	MKJAM LLC 3720 Lois Ln Salt Lake City, UT 84124 Attention: Matthew Young
If to Young Advantage:	Young Advantage, Inc. 3720 Lois Ln Salt Lake City, UT 84124 Attention: Mark A. Young

There are areas included in the agreement that are subject to previously granted public rights. Grant of future public rights for easements and utility maintenance may also be required.

Notices are effective upon receipt, except if delivery is refused, in which case delivery shall be effective upon the first attempted delivery.

16. **No Merger.** It is the intention the Parties that the easements, covenants, conditions, and restrictions set forth in this Agreement shall continue to burden or benefit the Properties,

notwithstanding the fact that, at any time, the same person or party may own one or more portions thereof. The easements, covenants, conditions, restrictions and other provisions contained in this Agreement shall remain in full force and effect despite the fact that the Properties may be owned by the same person from time to time, and such easements, covenants, restrictions and other provisions will not be terminated by the doctrine of merger or otherwise. Any such multiple ownership shall not result in the merger of the respective interests, rights, and obligations of the holder of any interest created hereunder.

17. **No Waiver.** Failure of a Party to insist upon strict performance of any provisions of this Agreement shall not be construed as a waiver for future purposes with respect to any such provision or option. No provision of this Agreement shall be waived unless such waiver is in writing and signed by the Party alleged to have waived its rights.

18. **Attorney's Fees.** If any action is brought because of a default under or to enforce or interpret this Agreement, in addition to the relief to which such Party is entitled, the Party prevailing in such action shall be awarded and the non-prevailing Party shall pay reasonable attorneys' fees, court costs, and other litigation expenses (including, without limitation, costs of investigation, settlement, expert witnesses, or any additional costs incurred in enforcing this Agreement, and those incurred in connection with any appeal), the amount of which shall be fixed by the court and made a part of any judgment rendered.

19. **Force Majeure.** Any Party or other person obligated under this Agreement shall be excused from performing any obligation set forth in this Agreement, except the payment of money, so long as (but only so long as) the performance of such obligation is prevented or delayed by an act of God, weather, avalanche, fire, earthquake, flood, explosion, act of the elements, war, invasion, insurrection, riot, malicious mischief, vandalism, larceny, inability to procure or general shortage of labor, equipment, facilities, materials or supplies in the open market, failure of transportation, strikes, lockouts, order of government or civil defense authorities or any other cause reasonably beyond the control of the Party or other person prevented or delayed.

20. **Entire Agreement.** This Agreement contains the entire agreement between the Parties, and there are no representations, agreements, arrangements or understanding, oral or written that are not fully expressed in this Agreement.

21. **Interpretation.** The headings contained in this Agreement are solely for the purpose of reference, are not part of the Agreement of the Parties and will not in any way affect the meaning or interpretation of this Agreement.

22. **Effective Dates and Duration.** This Agreement and any amendment to this Agreement shall take effect as of the date on which it is recorded in the Recording Office. No termination, extension, modification or amendment of this Agreement will be effective until a written instrument setting forth its terms has been executed, acknowledged and recorded by the Parties in the Recording Office.

23. **Further Acts.** In addition to the acts and deeds recited herein and contemplated to be performed, executed, and delivered hereunder, the Parties agree to perform, execute, and deliver

or cause to be performed, executed, and delivered any and all such further acts, deeds, and assurances as may be necessary to consummate the transactions contemplated hereby.

24. **Warranties.** Each Party represents and warrants to the other Parties as follows: (a) all necessary action has been taken to authorize the execution, delivery and performance by such Party of this Agreement; (b) the individuals executing this Agreement on behalf of such Party are authorized to do so and upon such execution, this Agreement shall be a legal, valid and binding obligation of such Party, enforceable against such Party in accordance with its terms; and (c) the execution, delivery and performance of this Agreement by such Party does not and will not violate, conflict with or contravene any judgment, order, decree, writ or injunction, or any law, rule, regulation, contract or agreement to which such Party is subject or by which any of its properties are bound.

25. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Utah.

26. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be an original but all of which shall constitute one and the same Agreement.

[Signature Pages Follow]

THE UNDERSIGNED have executed this Agreement on the respective dates set forth below, to be effective as of the date first set forth above.

ES:

ES 177601 LC, a Utah limited liability company

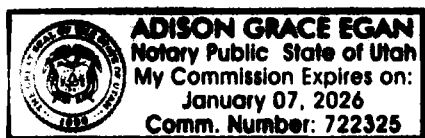
By: Young Advantage, Inc.
Its: Sole Member

By: Mark Young
Name: Mark Young
Its: President

STATE OF UTAH)
)ss.
COUNTY OF SALT LAKE)

Before me, Adison Grace Egan, on this day personally appeared Mark Young, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she/they has/have executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 16 day of November, 2024.



Adison Grace Egan
Notary Public
Name (Print): Adison Grace Egan
My Commission Expires: 1/7/26

[AFFIX NOTARY SEAL ABOVE]

[Signature Pages Continue]

Signature Page to Access and Maintenance Agreement

**MJKAM LLC,
a Utah limited liability company**

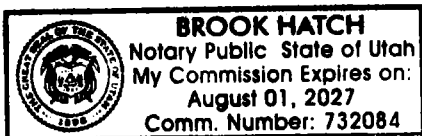
By: Mark A. Young
Name: Mark A. Young
Its: Authorized Signator

STATE OF UTAH)
)ss.
COUNTY OF SALT LAKE)

Before me, Brook Hatch, on this day personally appeared Mark A. Young, Authorized Signator for *, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she/they has/have executed the same for the purposes and consideration therein expressed.

*MJKAM LLC, a Utah limited liability company

Given under my hand and seal of office this 7th day of November, 2024.



Notary Public
Name (Print): Brook Hatch
My Commission Expires: 8-1-2027

[AFFIX NOTARY SEAL ABOVE]

YOUNG ADVANTAGE:

YOUNG ADVANTAGE, INC., a Utah corporation

By: _____

Name: _____

Its: President

Mark Young
MARK YOUNG

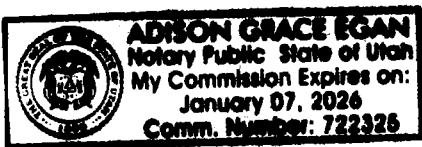
STATE OF UTAH)

)ss.

COUNTY OF SALT LAKE)

Before me, Adison Grace Egan, on this day personally appeared Mark Young, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she/they has/have executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 26 day of November, 2024.



Adison Grace Egan

Notary Public

Name (Print): Adison Grace Egan

My Commission Expires: 1/7/26

[AFFIX NOTARY SEAL ABOVE]

[End Signature Pages]

Signature Page to Access and Maintenance Agreement

Exhibit A

Legal Description of Lot 1

Lot 1

APN: 03-280-0001

ALL OF LOT 1, CULVERS COMMERCIAL SUBDIVISION - PHASE 2

Exhibit A-1

Legal Description of Lot 2A

Lot 2A

APN: 03-300-0002

ALL OF LOT 2A, CULVERS COMMERCIAL SUBDIVISION - PHASE 2

Exhibit A-2

Legal Description of Lot 2B

Lot 2B

APN: 03-300-0003

ALL OF LOT 2B, CULVERS COMMERCIAL SUBDIVISION - PHASE 2

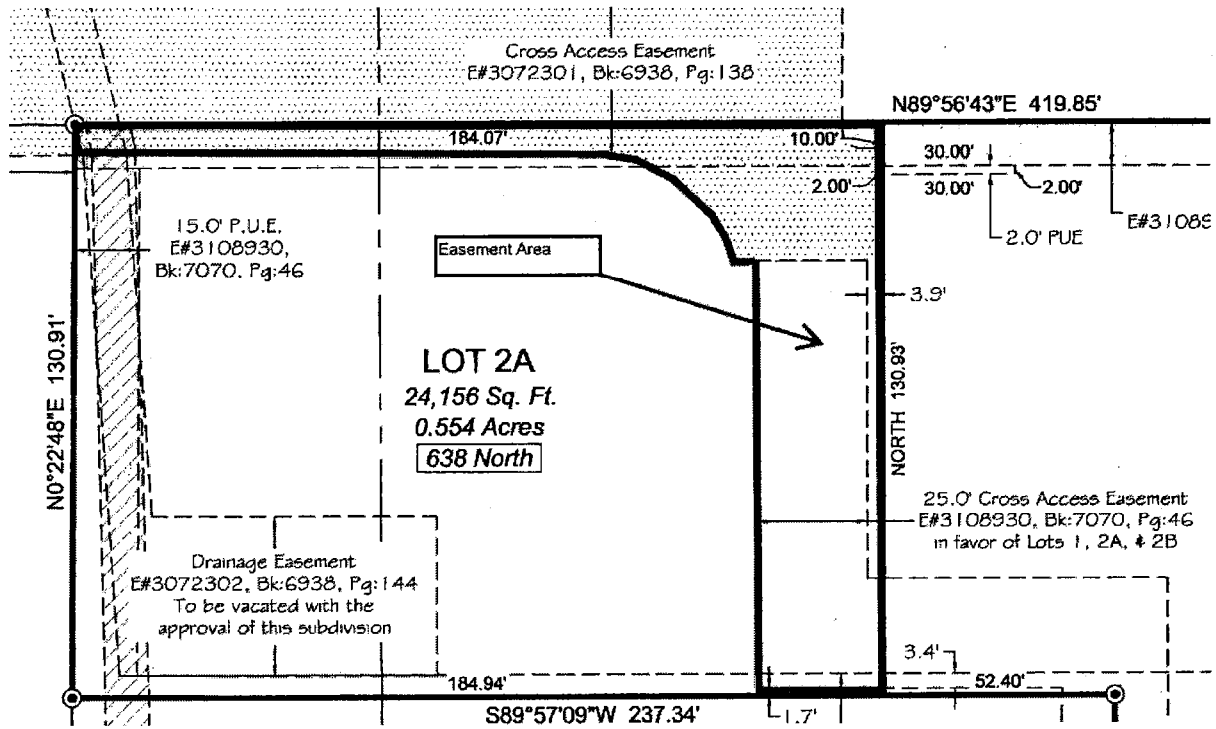
Exhibit B

Subdivision Plat

[Attached]

Exhibit C

Easement Area Depiction



City Council Staff Report

Subject: Internal Risk Assessment for FY2025
Author: Tyson Beck, Finance Director
Department: Finance
Date: June 24, 2025



Background

The Office of the State Auditor (the OSA) requires all local governments to annually perform an internal assessment of fraud risks and present that assessment to the governing officials in a public meeting. This requirement is based on the OSA desire to help elected officials and management better understand fraud risks and how those risks can be mitigated.

Analysis

The OSA has developed a Fraud Risk Assessment checklist and implementation guide to be reviewed and completed by City management. The OSA Fraud Risk Assessment checklist is a list of various internal controls and policies with a corresponding point matrix. The final point total is intended to communicate a fraud risk score and has a five-level scale as follows:

1. Very low
2. Low
3. Moderate
4. High
5. Very High

Fraud by definition is wrongful or criminal deception performed with the intent of personal gain. Fraud is commonly seen as an attempt to conceal or cover up criminal acts such as theft or financial statement misrepresentation. Fraud can have serious ramifications for both the City and the individuals involved.

Assessing fraud risk by evaluating/researching where City operations are susceptible to fraud has long been an established management process at Bountiful City. Assessing risks of fraud in operations is a necessary first step in preventing and mitigating fraud. Once fraud risks are identified internal controls and policies can be implemented in City operations to create a control environment that is the true source of mitigating and preventing fraud.

It is important to understand that because each local government and business is different, their respective control environment will also have differences. Internal controls and policies that work well for one entity might be ineffective and unnecessarily burdensome to another entity.

City management understands and acts on its role to implement internal controls and best practices to prevent and mitigate fraud.

City management is appreciative of the OSA effort to teach and train on the importance of fraud risk assessment and internal controls, and has incorporated this requirement into its existing process of risk assessment. Next year the assessment process will include an ethics policy to be signed annually

by all regular employees and officers of the city. A draft of that policy is included with this staff report.

City management has completed the OSA required Fraud Risk Assessment checklist evaluating City operations for FY2025 and is presenting the results of the OSA risk assessment to the City Council.

Department Review

This staff report was prepared by the Finance Director and reviewed by the City Manager

Significant Impacts

There are no significant impacts or action items regarding this internal risk assessment report.

If more information is desired by the City Council, the OSA Fraud Risk Assessment document and other training materials surrounding their efforts to address fraud are available on their website:

<https://resources.auditor.utah.gov/s/article/Fraud-Risk-Assessment-Implementation-Guide>

Recommendation

These reports are for your review of the City's FY2025 operations. There is no formal action needed from the Mayor and City Council.

Attachments

- 1 - FY2025 Fraud Risk Assessment
- 2 - Ethics Policy (draft)

Fraud Risk Assessment

Continued

*Total Points Earned: 335/395 *Risk Level: Low Moderate High Very High
> 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	Yes	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	Yes	5
b. Procurement?	Yes	5
c. Ethical behavior?	Yes	5
d. Reporting fraud and abuse?	Yes	5
e. Travel?	Yes	5
f. Credit/Purchasing cards (where applicable)?	Yes	5
g. Personal use of entity assets?	Yes	5
h. IT and computer security?	Yes	5
i. Cash receipting and deposits?	Yes	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	Yes	20
a. Do any members of the management team have at least a bachelor's degree in accounting?	Yes	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	No	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	Yes	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	Yes	20
7. Does the entity have or promote a fraud hotline?	Yes	20
8. Does the entity have a formal internal audit function?	No	20
9. Does the entity have a formal audit committee?	No	20

*Entity Name: Bountiful City

*Completed for Fiscal Year Ending: June 30, 2025 *Completion Date: 6/12/2025

*CAO Name: Gary Hill *CFO Name: Tyson Beck

*CAO Signature:  *CFO Signature: 

*Required



BOUNTIFUL CITY ETHICS POLICY

Adopted [Insert Date]

As employees and officers of Bountiful City, we are entrusted with the stewardship of public resources and the confidence of our residents. With that trust comes the responsibility to live by a higher ethical standard; one that goes beyond minimum legal compliance. Public trust is earned through our integrity, accountability, and commitment to service.

We are expected to uphold the dignity and value of public service, treating all people with respect and fairness. We must act honestly and honorably in both our professional duties and personal conduct, ensuring our decisions reflect the public's best interest and not personal gain. Our positions are not opportunities for privilege or leverage, but for principled leadership, transparency, and service.

In our roles, we strive to act without favoritism or external pressure, and handle each situation with fairness, justice, and common sense.

The Fraud Triangle

This policy is also grounded in the concept of the Fraud Triangle, which identifies three common conditions that lead to unethical behavior: Pressure, Opportunity, and Rationalization.

• Pressure:

Personal or financial stress does not excuse unethical behavior. If you are feeling pressure that may impact your decisions, seek help or report the situation to a supervisor, HR, or the City Manager.

• Opportunity:

Misusing your role, authority, or access for personal benefit is never acceptable. Always follow internal controls, policies, and procedures. Report any gaps or misconduct that could enable unethical behavior.

• Rationalization:

Justifying unethical actions with thoughts like "everyone does it" or "it's no big deal" is dangerous and unacceptable. We are public servants. Our obligation is to uphold the highest level of integrity in every situation.

Reporting Fraud, Waste, or Abuse

You may report misconduct confidentially and without fear of retaliation:

- Online information: <https://www.bountifulutah.gov/Fraud-Hotline>
- Email: fraudhotline@bountiful.gov
- In Person: Supervisor, Human Resources, City Attorney, or the City Manager

Standards of Employee Conduct

The city has adopted various specific policies over employee conduct in the personnel manual under sections 400 *Employment Policies* and 500 *Standards of Conduct*. These standards of conduct are not intended to be an exhaustive list of policies required to be good stewards of public funds or to maintain public trust; however, that is their underlying purpose. As such, all employees are expected to understand and abide by these policies.

Annual Acknowledgment

By signing below, I affirm that I have read, understand, and agree to follow this Ethics Policy. I commit to conduct that reflects integrity and strengthens public trust.

Signature: _____ Printed Name: _____

Date: _____

City Council Staff Report



Subject: Cache Valley Electric Bid Approval for the
NW Substation General Contractor Approval
Author: Allen Ray Johnson, Director
Department: Light & Power
Date: June 24, 2025

Background

We are planning a complete rebuild of our Northwest Substation which was originally constructed in the early 1970's. It is located to the east of the Viewmont High School football field, with access coming from 1350 North at 63 West, Bountiful, Utah.

This rebuild project is tentatively scheduled to begin in September 2025. We are planning to have the new substation completed and back in service by or before June 2026.

Analysis

We invited three electrical construction companies to bid on this project. Two local electrical construction companies that have built projects for us in the past and one that has worked on many projects in southern Utah that was recommended by our Engineering Firm, Electrical Consultants, Inc. (ECI) which is the electrical engineering firm that we have hired to assist us with the Northwest Substation rebuild project.

We have received bids from two of the three companies. The Bid results are as follows.

Electrical Contractor	Location	Total Bid Price	Completion
Cache Valley Electric	Salt Lake City, Utah	\$3,199,644	5/14/2026
Wasatch Electric	Salt Lake City, Utah	\$3,974,298	5/25/2026
Energy Erectors	Las Vegas, Nevada	No Bid	

Cache Valley Electric completed a high side breaker upgrade in our 138 Substation in 2012, they completed a total rebuild of our Southwest substation in 2015 -16, and they completed the rebuild of both transformer bays in our 138 substation in 2017- 2019.

Department Review

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

Significant Impacts

This item is included in the 2025-26 fiscal budget and will be paid for from the Northwest Substation Capital Work in Progress account 535300-474790.

Recommendation

Staff recommend approval of the bid from Cache Valley Electric for a total of \$3,199,644.

This item will be discussed at the Power Commission meeting Tuesday morning, June 24, 2025, and we will bring their recommendation to the City Council meeting that night.

Attachments

None

City Council Staff Report



Subject: Accusonic Flowmeter Approval
Author: Allen Ray Johnson, Director
Department: Light & Power
Date: June 24, 2025

Background

We are planning to install an additional upstream flowmeter at our Pineview Hydroelectric Power Plant. This will give us a reliable backup flowmeter in case the primary flowmeter should ever fail. We are presently relying on the original venturi flow control system as a backup. This system is outdated and needs to be replaced.

Analysis

We have requested a quote from Accusonic. They have provided the two other flowmeters we have in service at Pineview and are the flowmeters that the Bureau of Reclamation commonly install for their upgrades. We have received the following quote.

Supplier	Total Price	Delivery
Accusonic	\$82,385	December

This work needs to be completed while the penstock is dewatered. It will be scheduled after October 15 when the water year is over. The installation and commissioning will require the assistance of Accusonic Field Technicians. The materials will be delivered before December and some of the field work will be completed in October. However, the Accusonic Field Technicians may not be available until November or December.

Department Review

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

Significant Impacts

The flowmeter will be purchased from the Pineview M&E capital account 535300-474520.

Recommendation

Staff recommend approval of the quote from Accusonic for \$82,385.

This item will be discussed at the Power Commission meeting Tuesday morning, June 24, 2025, and we will bring their recommendation to the City Council meeting that night.

Attachments

None

City Council Staff Report

Subject: FY 2025 Amended Budget and FY 2026 Final Budget and related items
Author: Galen D. Rasmussen, Assistant City Manager
Department: Executive
Date: June 24, 2025



Background

On May 13th of this year the Mayor and City Council adopted a tentative budget for the fiscal year beginning July 1, 2025 and ending June 30, 2026. This document also contained the original budget and estimated revenues and expenditures for the current fiscal year. This tentative budget was reviewed again in a public hearing along with public hearings on proposed rate increases for the Water and Power Funds and proposed Enterprise Fund Transfers on June 10th. All information has been available for public inspection since the date of tentative adoption on May 13th.

Budgets of governmental entities are essentially plans which outline the goals and priorities of the entity and accounts for the sources and uses of funds to carry out the goals and priorities. These budgets are developed by management and staff; are subject to review and approval by the elected body; and are open for review and comment by the public. Since budgets are plans, it is contemplated that later amendment of the plan may be necessary to account for changes in goals, priorities, or to recognize actual revenues and/or expenditures that exceed the original budget. Specific requirements to be followed by cities in budget development and administration are found in Utah Code Sections 10-6-101 through 10-6-136.

Analysis

The adopted tentative budget contained budgets from all departments and funds of the City following meetings between department representatives, the City Manager, and the Mayor and Council. The budgets were balanced between revenues and expenditures and the format of the document conformed to the standards prescribed by Utah Code Section 10-6. The attached ordinances are designed to formalize five actions related to the tentative budget following a Power Point presentation and three separate public hearings (one of which took place on June 10th) in preparation for the tentative budget to ultimately become the City's final adopted budget:

1. Amendment of the current year (Fiscal Year 2024-2025) budget for selected departments to address expenditures or expenses that are projected to exceed the original budget by the end of the fiscal year. The specific amendments and explanations for each amendment are detailed in the ordinance.
2. Adjustments to the budget for the new fiscal year beginning July 1, 2025, and ending June 30, 2026 (Fiscal Year 2026). These adjustments are necessary to implement various technical corrections, and to prepare the budget document for a future submission to the National Government Finance Officers Association for the purpose of again receiving their Distinguished Budget Presentation Award.
3. Adopting the recommendation of the Parks, Recreation and Arts Budget Committee for funding of RAP Tax Grants to the following from the Fiscal Year 2025-2026 budget:

FUNDING REQUEST AND PROGRAM ELIGIBILITY SUMMARY

Applicant	Requested Funding	Recommended Funding
Bountiful Davis Arts Center (BDAC)	<u>\$71,810</u>	<u>\$23,610</u>
Bountiful Historical Preservation Foundation	<u>\$7,725</u>	<u>\$7,725</u>
Bountiful Philharmonia	<u>\$11,100</u>	<u>\$11,100</u>
Centerpoint Legacy Theatre (Option 2)	<u>\$35,000</u>	<u>\$22,290</u>
South Davis Recreation District	<u>\$5,000</u>	<u>\$5,000</u>
Joy Foundation	<u>\$6,400</u>	<u>\$6,400</u>
WikiCharities*	<u>\$30,000</u>	<u>\$0</u>
Total Grant Requests	<u>\$167,035</u>	<u>\$76,125</u>

*WikiCharities is not a "cultural, recreational, or zoological" organization and is therefore ineligible for funding

4. Adopting compensation increases for employees including executive municipal officers.
5. Adopting the Fiscal Year 2026 budget including the amendments, transfers and adjustments described above along with related rates, fees and taxes, employee compensation schedules, and confirmation of the City's participation in the Public Employees Contributory and Public Safety Retirement Systems and adoption of property tax rates for 2025 calendar year taxes and debt service.

Department Review

Every department has submitted, reviewed, and approved their portion of the budget. The budget and ordinance have also been reviewed and approved by the City Manager, and the City Attorney.

Recommendation

The following actions are recommended by staff to the Mayor and City Council:

1. Hold a Public Hearing on the FY2025-2026 compensation increases for elected and executive municipal officers.
2. Reopen the June 10th Public Hearing on amendments to the current Fiscal Year 2024-2025 budget and adoption of the Fiscal Year 2025-2026 budget in final form including property tax rates for calendar year 2025 taxes and debt service.
3. Adopt Ordinance 2025-08 to enact compensation increases for specific city officers.
4. Adopt Ordinance 2025-09 to:
 - a. Amend the current Fiscal Year 2024-2025 budget and
 - b. Adopt Fiscal Year 2025-2026 budget as a Final Budget, incorporating technical corrections, a schedule of fees, taxes, and employee compensation schedules; confirmation of the City's participation in the Public Employee Contributory and Public Safety Retirement Systems; and adoption of property tax rates for 2025.

Significant Impacts

Adoption of a budget and setting the property tax rate is required by Utah Code Section 10-6.

Attachments

- Ordinance 2025-08 with Exhibit A with compensation increases for specific city officers.
- Ordinance 2025-09 with Exhibit A for FY2024-2025 budget amendments.



BOUNTIFUL

MAYOR
Kendalyn Harris

CITY COUNCIL
Kate Bradshaw
Beth Child
Richard Higginson
Matt Murri
Cecilee Price-Huish

CITY MANAGER
Gary R. Hill

Bountiful City Ordinance No. 2025-08

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BOUNTIFUL, UTAH ENACTING COMPENSATION INCREASES FOR SPECIFIC CITY OFFICERS

WHEREAS, the Utah State Legislature during the 2024 General Session passed S.B. 91; and

WHEREAS, S.B. 91 amended Utah Code Section 10-3-818 regarding City employee salaries; and

WHEREAS, the City of Bountiful must now publish public notice and hold a separate public hearing on proposed compensation increases for executive municipal officers before adopting those increases; and

WHEREAS, the Bountiful City Council finds that enacting the proposed compensation increases as set forth in this Ordinance will comply with Utah Code requirements and will promote the public health, safety, and welfare of the residents of the City of Bountiful, Utah.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF
THE CITY OF BOUNTIFUL, UTAH, THAT:**

SECTION I – ENACTMENT

The attached Exhibit A contains compensation increases for executive municipal officers proposed for inclusion in the City’s Fiscal Year 2026 budget.

SECTION II – AMENDMENT OF CONFLICTING ORDINANCES

If any ordinances, resolutions, policies, or zoning maps of the City of Bountiful heretofore adopted are inconsistent herewith they are hereby amended to comply with the provisions hereof. If they cannot be amended to comply with the provisions hereof, they are hereby repealed.

SECTION III – EFFECTIVE DATE

This ordinance shall take effect upon its passage by a majority vote of the Bountiful City Council and following notice and publication as required by the Utah Code.

SECTION IV – SEVERABILITY

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION V – PUBLIC NOTICE

The Bountiful City Recorder is hereby ordered, in accordance with the requirements of Utah Code § 10-3-710–711, to do as follows:

- a. deposit a copy of this ordinance in the office of the City Recorder; and
- b. publish notice as follows:
 - i. publish a short summary of this ordinance on the Utah Public Notice Website created in Utah Code § 63F-1-701 and on the City’s official website; and
 - ii. publish a short summary of this ordinance in a public location within the City that is reasonably likely to be seen by residents of the City.

ADOPTED AND PASSED by the City Council of the City of Bountiful, Utah, this 24th day of June, 2025.

Signed:
Kendalyn Harris, Mayor

Attest:
Sophia Ward, City Recorder

CITY COUNCIL VOTE AS RECORDED

Councilmembers:	Yes	No	Abstain	Excused
Kate Bradshaw	_____	_____	_____	_____
Beth Child	_____	_____	_____	_____
Richard Higginson	_____	_____	_____	_____
Matt Murri	_____	_____	_____	_____
Cecilee Price-Huish	_____	_____	_____	_____
Mayor Kendalyn Harris (tie only)	_____	_____	_____	_____

EXHIBIT A

Exhibit A

Title	Merit Increase	Proposed Total Percentage Increase
Mayor	0%	15%
City Council	0%	15%
City Manager	0%	5%
Assistant City Manager	0%	5%
City Attorney	5%	10%
Police Chief	0%	5%
Public Works Director / City Engineer	0%	5%
Assistant City Engineer	0%	5%
Finance Director	0%	5%
Assistant Finance Director	0%	5%
Human Resources Director	5%	10%
Information Technology Director	5%	10%
Planning Director	0%	5%
Parks Director	0%	5%
Light & Power Director	0%	5%
Light & Power Superintendent of Operations	0%	5%
Power & Systems Generation Superintendent	0%	5%
Streets & Sanitation Director	0%	5%
Assistant Streets & Sanitation Director	0%	5%
Water Director	5%	10%
Assistant Water Director	5%	10%



BOUNTIFUL

MAYOR
Kendalyn Harris

CITY COUNCIL
Jesse Bell
Kate Bradshaw
Richard Higginson
Matt Murri
Cecilee Price-Huish

CITY MANAGER
Gary R. Hill

Bountiful City Ordinance No. 2025-09

An ordinance (1) amending the budgets of the City of Bountiful for the Fiscal Year beginning July 1, 2024, and ending June 30, 2025; (2) adopting a final budget for the City of Bountiful for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026; (3) authorizing and directing the participation of the City in the Public Employees Contributory Retirement System and the Public Safety Contributory Retirement System of the Utah Retirement Systems for fiscal year 2025-2026; and (4) setting the tax rates and levying taxes upon all real and personal property in the City of Bountiful, Utah, made taxable for the calendar year 2025.

It is the Finding of the Bountiful City Council that:

1. The Bountiful City Council, through its elected officials and appointed officers, has caused to be prepared a Final Budget for Fiscal Year 2025-2026;
2. This Budget has been duly considered and formulated according to the Uniform Fiscal Procedures Act for Utah Cities (Utah Code §10-6-101 et seq);
3. This budget includes estimates of anticipated revenues, appropriations for expenditures and expenses, adjusted compensation schedules for City officers and employees that reflect the rates required for participation in the Utah Retirement Systems, and user fees for City facilities and services.
4. A Tentative Budget was adopted on May 13, 2025. All items were made available for public inspection as required by law.
5. A public hearing to consider this Final Budget has been noticed and held on June 24, 2025, according to the requirements of the Uniform Fiscal Procedures Act for Utah Cities.
6. The City is authorized and required by the Uniform Fiscal Procedures Act for Utah Cities (Utah Code §10-6-133) to set the real and personal property tax levy; and through its elected officials and appointed officers, has determined the amount of property tax which should be included in the budget for the Fiscal Year 2025-2026, beginning July 1, 2025, and ending June 30, 2026.

Now, therefore, it is hereby ordained by the City Council of Bountiful, Utah:

Section 1.1. The City of Bountiful, Utah, through its elected officials and appointed officers, has reviewed the revenues and expenditures in all of its budgets for fiscal year 2024-2025.

Section 1.2. The City, desiring not to overspend budget appropriations in any of its funds or departments, desires to adjust revenues and/or expenditures in its budgets for fiscal year 2024-2025.

Section 1.3. The budget changes set forth in Exhibit A for fiscal year 2024-2025 are hereby adopted.

Section 2.1. The City of Bountiful, through its elected officials and appointed officers, has caused to be prepared a budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026. This budget has been duly considered and formulated according to the Uniform Fiscal Procedures Act for Utah Cities and other applicable State and Federal law. It is now desirable and necessary to formally adopt this budget.

Section 2.2. This budget includes estimates of anticipated revenues, appropriations for expenditures/expenses, adjusted compensation schedules for City officers and employees, rates and fees for City facilities and services. The budget also includes, by reference here, all related policies pertaining to the budget and finances of Bountiful City. These budget and finance related policies replace all existing policies for this purpose whether adopted by prior resolution, ordinance, or other action of the governing body.

Section 3.1. The Bountiful City budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026, with the adjusted compensation schedules and the City rates and fees incorporated in its preparation.

Section 3.2. Bountiful City hereby confirms its participation in the Public Employees Contributory Retirement System and the Public Safety Contributory Retirement System of the Utah Retirement Systems for fiscal year 2025-2026. The budget and compensation schedules reflect the Annual Certification of Retirement Contribution Rates required for participation in the current year. The City Manager and staff are authorized and directed to take such steps as are necessary to implement the City's participation in these programs.

Section 4.1 The City of Bountiful, through its duly authorized and legally appointed officers, has determined the amount of property tax which should be included in the budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026.

Section 4.2 Bountiful has, based on assessed valuation information furnished by Davis County, determined the rate of the general tax which should be levied.

Section 4.3. For the purpose of defraying the necessary and proper expenses of the City of Bountiful, Utah, and maintaining the government thereof, the rate of the general tax levied upon all real and personal property within Bountiful, Utah, made taxable by law for the year 2025 (or for the fiscal year ending June 30, 2026) will be the Certified Tax Rates as calculated by, and when available from, Davis County for Bountiful City general purposes and for debt service to be applied on each dollar of assessed valuation of said property, and is hereby adopted by this ordinance.

This ordinance shall take effect immediately upon first publication.

Adopted by the City Council of Bountiful, Utah, this 24th day of June, 2025.

Kendalyn Harris, Mayor

ATTEST:

Sophia Ward, City Recorder

Budget Amendment Requests
Fiscal Year 2024-2025

As of: 6/4/2025

ORD. 2025-09

EXHIBIT A

GENERAL FUND (Revenues)

<u>Fund Name</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Original Adopted Budget</u>	<u>Amendment Request</u>	<u>Budget After Amendment</u>	<u>Reasons for Amendment</u>
General	N/A	Use of Fund Balance		\$ 646,037	\$ 646,037	Revenue source to balance with budget amendment requests.
Total Revenue amendments (General Fund)			\$ -	\$ 646,037	\$ 646,037	

GENERAL FUND (Expenditures)

<u>Department</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Original Adopted Budget</u>	<u>Amendment Request</u>	<u>Budget After Amendment</u>	<u>Reasons for Amendment</u>
Executive	104130 - 423000	Travel and Training	\$ 9,000	\$ 14,500	\$ 23,500	Additional expenses beyond original budgeted amount.
Executive	104130 - 491640	Workers Comp Premium Charge	\$ 776	\$ 3,600	\$ 4,376	Adjustment to match historical trends in charges for workers compensation coverage.
Human Resources	104134 - 429200	Computer Software	\$ 1,158	\$ 5,156	\$ 6,314	Increased software costs due to an accounting change in allocation of citywide expenses.
Police	104219 - 411000	Salaries - Permanent Employees	\$ 1,092,814	\$ 175,000	\$ 1,267,814	Four new dispatch positions to accommodate dispatch services for Kaysville and Farmington.
Fire	104220 - 431000	Professional and Technical Services	\$ 2,774,537	\$ 53,610	\$ 2,828,147	Original budget was based on a lower member assessment than actual.
Engineering	104450 - 453100	Interest Expense	\$ 5,000	\$ 34,871	\$ 39,871	New state requirements to accrue and pay interest on performance bonds.
Parks	104510 - 426000	Bldg & Grnd Suppl & Maint	\$ 150,000	\$ 327,000	\$ 477,000	Park.
Parks	104510 - 427000	Utilities	\$ 150,000	\$ 20,000	\$ 170,000	Increased cost of supplies and patron usage at Bountiful Town Square.
Trails	104550 - 425000	Equipment Supplies & Maintenance	\$ -	\$ 450	\$ 450	Trail rakes and other equipment not anticipated in the original budget for maintenance.
Trails	104550 - 426000	Bldg & Grnd Suppl & Maint	\$ -	\$ 2,850	\$ 2,850	Trail signs and other miscellaneous items unanticipated in the original budget.
Trails	104550 - 431000	Professional and Technical Services	\$ -	\$ 9,000	\$ 9,000	Cost of a botanical survey for NEPA certification that was not anticipated in the original budget.
Total Expenditure amendments (General Fund)			\$ 4,183,285	\$ 646,037	\$ 4,829,322	

CAPITAL FUND (Revenues)

<u>Fund</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Original Adopted Budget</u>	<u>Amendment Request</u>	<u>Budget After Amendment</u>	<u>Reasons for Amendment</u>
Capital	456010 - 361000	Interest and Investment Earnings	\$ 850,000	\$ 11,000	\$ 861,000	Revenue source to balance with budget amendment requests.
Capital	N/A	Use of Fund Balance		\$ 141,000	\$ 141,000	Revenue source to balance with budget amendment requests.
Total Revenue amendments (Capital Fund)			\$ 850,000	\$ 152,000	\$ 1,002,000	

CAPITAL FUND (Expenditures)

<u>Department</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Original Adopted Budget</u>	<u>Amendment Request</u>	<u>Budget After Amendment</u>	<u>Reasons for Amendment</u>
Finance	454140 - 431040	Bank and Investment Account Fees	\$ -	\$ 11,000	\$ 11,000	Higher bank fees due to increased investment activity with a resulting net positive effect on city earnings.
Police	454210 - 472100	Buildings	\$ 283,914	\$ 90,000	\$ 373,914	Public Safety Building bathroom remodel costs were budgeted in FY2024 but delayed to FY2025.
Trails	454550 - 473103	Improvements Other Than Buildings-Grant\$	\$ 45,000	\$ 51,000	\$ 96,000	Trail construction and contracting costs in excess of original budget.
Total Expenditure amendments (Capital Fund)			\$ 328,914	\$ 152,000	\$ 480,914	

DEBT SERVICE FUND (Revenues)

<u>Fund Name</u>	<u>Account Description</u>	<u>Original Adopted Budget</u>	<u>Amendment Request</u>	<u>Budget After Amendment</u>	<u>Reasons for Amendment</u>	
Debt Service	306010 - 361000	Interest and Investment Earnings	\$ 600	\$ 5,300	\$ 5,900	Revenue source to balance with budget amendment requests
Debt Service	N/A	Use of Fund Balance	\$ -	\$ 1,000	\$ 1,000	Revenue source to balance with budget amendment requests
Total Revenue amendments (Debt Service Fund)			\$ 600	\$ 6,300	\$ 6,900	

DEBT SERVICE FUND (Expenses)

<u>Department</u>	<u>Account Description</u>	<u>Original Adopted Budget</u>	<u>Amendment Request</u>	<u>Budget After Amendment</u>	<u>Reasons for Amendment</u>	
Debt Service	304710 - 482000	Interest on Bonds	\$ 308,950	\$ 6,300	\$ 315,250	Additional interest expenditure required due to an accounting requirement.
Total Expense amendments (Debt Service Fund)		\$ 308,950	\$ 6,300	\$ 315,250		

ENTERPRISE FUND (Revenues)

<u>Department</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Original Adopted Budget</u>	<u>Amendment Request</u>	<u>Budget After Amendment</u>	<u>Reasons for Amendment</u>
Water	N/A	Use of Net Postion	\$ -	\$ 560,000	\$ 560,000	Revenue source to balance with budget amendment requests.
Golf	N/A	Use of Net Position	\$ -	\$ 34,000	\$ 34,000	Revenue source to balance with budget amendment requests.
Total Revenue amendments (Enterprise Fund)			\$ -	\$ 594,000	\$ 594,000	

ENTERPRISE FUND (Expenditures)

<u>Department</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Original Adopted Budget</u>	<u>Amendment Request</u>	<u>Budget After Amendment</u>	<u>Reasons for Amendment</u>
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Budget Amendment Requests
Fiscal Year 2024-2025

As of: 6/4/2025

ORD. 2025-09

EXHIBIT A

Water	515100 - 472130	Wells	\$	-	\$	120,000	\$	120,000	Rehabilitation of the Viewmont Well.
Water	515100 - 473110	Water Mains	\$	1,500,000	\$	440,000	\$	1,940,000	Mainline pipe replacement projects.
Golf	555500 - 426020	Clubhouse Building Maintenance	\$	15,000	\$	22,000	\$	37,000	Unbudgeted roofing repairs.
Golf	555500 - 427000	Utilities	\$	90,000	\$	12,000	\$	102,000	Internal billings for power and water usage were higher than anticipated in the original budget.
Total Expense amendments (Enterprise Fund)			\$	1,605,000	\$	594,000	\$	2,199,000	

SPECIAL REVENUE FUND (Revenues)

Fund Name		Account Description	Original Adopted Budget	Amendment Request	Budget After Amendment	Reasons for Amendment
Redevelopment Agency - Revolving Loan Fund 72	N/A	Use of Fund Balance	\$ -	\$ 2,400,000	\$ 2,400,000	Revenue source to balance with budget amendment requests
Redevelopment Agency - Operating Fund 73	738010 - 381000	Transfer from Other Funds	\$ -	\$ 2,400,000	\$ 2,400,000	Revenue source to balance with budget amendment requests
Redevelopment Agency - Operating Fund 73	N/A	Use of Fund Balance	\$ -	\$ 11,500	\$ 11,500	Revenue source to balance with budget amendment requests
Cemetery Perpetual Care	746010 - 361000	Interest and Investment Earnings	\$ 72,000	\$ 500	\$ 72,500	Revenue source to balance with budget amendment requests
Total Revenue amendments (Special Revenue Fund)			\$ 72,000	\$ 4,812,000	\$ 4,884,000	

SPECIAL REVENUE FUND (Expenditures)

Department		Account Description	Original Adopted Budget	Amendment Request	Budget After Amendment	Reasons for Amendment
Redevelopment Agency - Revolving Loan Fund 72	727200 - 491000	Transfer to Other Funds	\$ -	\$ 2,400,000	\$ 2,400,000	For purchase of land in downtown area for future redevelopment budgeted originally in FY2024.
Redevelopment Agency - Operating Fund 73	737300 - 471100	Land	\$ -	\$ 2,411,500	\$ 2,411,500	For purchase of land in downtown area for future redevelopment budgeted originally in FY2024.
Cemetery Perpetual Care	74700 - 431040	Bank and Investment Account Fees	\$ 400	\$ 500	\$ 900	Bank and investment fees were higher than originally budgeted.
Total Expense amendments (Special Revenue Fund)			\$ 400	\$ 4,812,000	\$ 4,812,400	

INTERNAL SERVICE FUND (Revenues)

Department	Account Number	Account Description	Original Adopted Budget	Amendment Request	Budget After Amendment	Reasons for Amendment
Liability Insurance	N/A	Use of Fund Balance	\$ -	\$ 265,000	\$ 265,000	Revenue source to balance with budget amendment requests.
Total Revenue amendments (Internal Service Fund)			\$ -	\$ 265,000	\$ 265,000	

INTERNAL SERVICE FUND (Expenditures)

Department	Account Number	Account Description	Original Adopted Budget	Amendment Request	Budget After Amendment	Reasons for Amendment
Liability Insurance	636300 - 451150	Liability Claims/Deductible	\$ 100,000	\$ 260,000	\$ 360,000	Settlement of several older claims and one large new claim.
Liability Insurance	636300 - 431000	Professional and Technical Services	\$ 40,000	\$ 5,000	\$ 45,000	Increased billing rates from the contracted outside legal firm used by the City.
Total Expense amendments (Internal Service Fund)			\$ 140,000	\$ 265,000	\$ 405,000	