

# BOUNTIFUL CITY COUNCIL

**Tuesday, March 25<sup>th</sup>, 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 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](http://www.bountifulutah.gov)) approximately one hour prior to the start of the meeting.

## AGENDA

### **6:00 p.m. – Work Session**

1. Community Garden – Mr. Gary Hill pg. 3
2. General Plan – Mr. Francisco Astorga pg. 9

### **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 address, keeping your comments to a maximum of two minutes. Public comment is limited to no more than ten minutes per meeting. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives.
3. Consider approval of the minutes of the previous meeting held on February 25<sup>th</sup>, 2025 pg. 19
4. Council reports
5. Consider approval of:
  - a. Expenditures greater than \$1,000 paid on February 19<sup>th</sup>, 26<sup>th</sup>, March 5<sup>th</sup>, 12<sup>th</sup>, 2025 pg. 25
  - b. January 2025 Financial Report pg. 31
6. Recognize Power Commissioner Paul Summers for his 17 Years of Service – Mayor Kendalyn Harris
7. Recognize Jan Whittaker for her years of service as a BHS Drill Coach and induction into the UHSAA Circle of Fame – Mayor Kendalyn Harris
8. Recognize the Bountiful High School Drill and Girls Basketball teams for their State Championship Titles - Mayor Kendalyn Harris
9. Appoint Taylor Cook to the Bountiful City Community Service Council – Mayor Kendalyn Harris pg. 47
10. Consider approval of the purchase of a TACO Water Pump from Johnson Controls in the total amount of \$69,089 – Lieutenant Michael Sheldon pg. 49
11. Consider approval of the purchase of a Laars NeoTherm NT2H800 condensing boiler from Johnson Controls in the total amount of \$44,854 - Lieutenant Michael Sheldon pg. 53
12. Consider approval of the purchase of 15 fire hydrants from Ferguson Waterworks in the total amount of \$52,875 – Mr. Kraig Christensen pg. 55
13. Consider approval of the contract extension with All Star Striping / Road Safe Traffic Systems Inc. in the total amount of \$160,048 – Mr. Charles Benson pg. 57
14. Consider approval of the purchase of dispatch lighting equipment from Shupe Electric in the total amount of \$33,571 – Mr. Allen Johnson pg. 59
15. Consider approval of the purchase of Northwest Substation Relay Panels from Specialty Electronics in the total amount of \$180,375 – Mr. Allen Johnson pg. 61

16. Consider approval of the purchase of Echo Hydro Transmission Line Materials from Anixter-Wesco in the total amount of \$36,841 – Mr. Allen Johnson pg. 63
17. Consider approval of the purchase of 50 distribution power poles from Stella-Jones in the total amount of \$62,325 – Mr. Allen Johnson pg. 65
18. Consider approval of the directional boring bid from Salt City Drilling in the total amount of \$306,376 – Mr. Allen Johnson pg. 67
19. Consider approval of the purchase of Dispatch Center inverters from LTI Power Systems in the total amount of \$32,118 – Mr. Allen Johnson pg. 73
20. Consider approval of the purchase of a Southeast Substation Battery Bank from Power & Tel in the total amount of \$24,632 – Mr. Allen Johnson pg. 75
21. Consider approval of the release of the Public Utility Easements on Lot 166 of the Bountiful Ridge Subdivision, Phase 1 – Mr. Lloyd Cheney pg. 77
22. Consider approval of the lease agreement between Bountiful City and Lucky Slice for the property at 135 S Main Street – Mr. Bradley Jeppsen pg. 85
23. Adjourn

  
City Recorder

# City Council Staff Report



**Subject:** Community Gardens

**Authors:** Gary Hill

**Department:** Executive

**Date:** March 25, 2025

## Background

On June 25, 2024 the City Council held a work session regarding a possible community garden. The Council considered a variety of levels of involvement using the matrix below as a starting point for discussion:

Possible Levels of City Involvement			
	Education	Facilitation	Operation
<b>Description</b>	Promote better use of private garden resources in Bountiful. The City acts as a clearinghouse for information on the benefits of gardening. Develop permissive gardening ordinances. A City webpage could be created. Links to helpful resources and organizations would be included.	The City provides garden space to a non-profit group or organization that manages all aspects of the community garden. The organization would need to demonstrate the ability to run the program with minimal impact on City operations.	Bountiful solicits participation, installs the infrastructure, manages rentals, oversees volunteers, organizes group projects, and manages disputes. Preparation of the plots in the spring and fall.
<b>Program Goal</b>	Promote the benefits of gardening and encourage private property owners to share resources.	Allow an already-organized group to use city property for gardening with limited cost or disruption of existing city services.	Find residents to volunteer and participate in a community garden. Manage all finances and infrastructure to make the garden successful.
<b>Initial Construction</b>	None	Extension of irrigation lines and spigots to plots or planter box areas. Possible importation of topsoil. All other construction would be the requirement of the managing organization.	Extension of irrigation lines and spigots to plots or planter box areas. Drip irrigation system would likely be required. Possible importation of topsoil. Construction of planter boxes if desired. Construction of pathways if desired. Storage shed installation. Fencing. Purchase of equipment.
<b>Equipment</b>	None	Trash cans?	Tiller, hoses and irrigation equipment, storage shed, garden boxes (if desired), trash cans, shovels, rakes, etc.
<b>Staff Time</b>	Minimal. Creation of city webpage and occasional updating. Social media posts.	Moderate. Creation and management of a lease agreement with the managing organization. Employee point of contact with organization. Response to neighbor complaints or site issues. Coordination between organization and city departments.	Significant. Roles would include promotion to find participants, registration, payment, and plot assignment. Management of volunteer projects. Coordination with city departments and volunteers for spring and fall plot preparation. Nuisance control. Drafting and enforcement of policies. Coordination with neighbors, etc.
<b>Additional Staff Required?</b>	No	Possibly	Yes
<b>Cost</b>	Minimal. Staff time to create webpage and update social media.	Moderate. Initial cost to prepare site for leasing, including physical ground preparation. One to two hours of staff time per week estimated thereafter.	Significant. Purchase of all necessary equipment. Hiring of additional staff to manage the program and volunteers. Initial construction of plot areas or planter boxes. Annual spring and fall projects to prepare the ground for planting.
<b>Nuisance Management</b>	None	Minimal. All nuisance issues would need to be dealt with by the managing organization. City staff would not respond to resident (or participant) complaints.	A staff project manager would need to be identified to manage the community garden. This individual would oversee nuisance response.
-weeds			
-irrigation water left on			
-parking complaints			
-produce theft			
<b>Insurance and Liability</b>	None	Limited. The City would require the operator to obtain insurance and indemnify the city.	The City would carry all liability responsibility. Additional insurance might need to be purchased.

The direction given at the meeting by the majority of the Council was to provide garden space if an organized community group came forward to run the operation, as basically depicted in the Facilitation column above. On February 27, 2025 a group of gardeners met

with City representatives to pitch a community garden for the upcoming season. The organizers and City agreed that a plot east of the Bountiful Cemetery would be the best location. Irrigation lines and hose bibs would need to be installed by the Parks Department along with other necessary amenities like footpaths.

City Staff also prepared a summary of roles and responsibilities. The draft was prepared assuming the garden organization would be responsible for all garden operations and the City's role would be basically that of a landlord. A copy of the draft document is attached to this staff report and summarized below:

#### **City Responsibilities**

- Provide property for use
- Install and maintain irrigation
- Coordinate with volunteer leaders
- Draft agreement with volunteer group
- Provide trash services

#### **Volunteer Organization Responsibilities**

- Enter into an agreement with the City
- Obtain insurance and name the City as additional insured
- Provide all site preparation including spring tilling
- Manage and maintain the garden throughout the season
- Collect and manage fees from participants (if desired)

After discussion, it became apparent that there was a disagreement about the City's role. For example, it is the hope of the Volunteers that Bountiful will borrow/rent a tiller from a neighboring community and City employees will prepare the garden in the Spring. Staff assumed that the lessee (the garden organization) would take care of all operations. The other outstanding questions involved insurance and collection of fees. In the end it was decided that a follow-up conversation with the City Council was necessary to clarify the City's role. In addition to clarity on the City's role generally, two specific questions were to be asked:

1. Would the City be willing to waive the insurance requirement and carry the liability for the community garden, and
2. Would the City be able and willing to collect fees from participants.

#### **Analysis**

**Insurance** - The City requires users of city property such as Handcart Days, the Rotary Club car show, or the Historical Society to obtain a certificate of insurance of at least \$2 million per occurrence with a \$2 million aggregate limit naming Bountiful City, its officers, employees, and volunteers as additional insured. The question of insurance is key to defining the City's level of involvement and risk. At the February 27 meeting City staff asked the volunteer group to find out how much this insurance policy would cost them (as of the writing of this memo the volunteer group reports they have not yet found an answer. However, the Joy Foundation reports that liability insurance costs them \$800/year, and an additional \$300 for the Chalk Art Festival.).



City Staff in turn were asked to contact other communities with gardens and provide an assessment of possible issues. A summary of those conversations and a recommendation is provided by City Attorney Brad Jepps:

Despite minimal involvement there remain concerns associated with a community garden on municipal property. Based on discussions with Olympus Insurance [the City's insurance broker], Centerville City attorneys, and Clearfield City attorneys, the most significant issue is the volume of complaints logged with the city, as disputes over plot assignments, maintenance, and rule enforcement. If the city is involved in any way beyond serving as a landlord, it will naturally become a participant for resolving these conflicts.

While the overall liability risk is minimal, it remains present, particularly regarding the city's duty to maintain the property in a safe condition. Even with participant waivers, the city is responsible for ensuring compliance with ADA accessibility standards, mitigating the risk of flooding neighboring properties due to irrigation, and addressing any latent hazardous conditions that could cause injury.

If the entity managing the community garden does not have insurance with an agreement to indemnify the city, the city must manage potential risks related to personal injury, discrimination, and harassment within the community garden. If the city fails to maintain safe pathways, ensure proper irrigation control, or address hazardous conditions, it could be held liable for injuries sustained on the premises. Disputes among participants could escalate into allegations of harassment or hostile behavior, placing an obligation on the city to establish and enforce a clear code of conduct. Given these issues, it is recommended that [if the Council chooses to waive the insurance requirement,] the city maintain some level of employee oversight to mitigate risks, ensure compliance with safety and accessibility regulations, and establish and enforce policies to fairly and efficiently resolve conflicts.

Payments – Staff was also asked what the process would look like if the City collected fees from participants on behalf of the volunteer organization. Finally, it was unclear how these funds would be used: would the City be responsible for payments, or could the funds be issued to the volunteer organization. Information from the Finance Department is as follows:

#### Cash Receipting

The City currently can accept non-utility online payments through our website. Card payments have a processing fee assessed by Tyler Payments (\$2 minimum fee for cards and \$1.25 for Echecks). Accepting non-utility payments requires some extra work for both the payee and the City. The payee would be prompted to complete some informational fields before payment is accepted to ensure proper accounting and reporting. Because these general payments are not directly tied to our software, a manual journal entry to record the payment must be performed by City staff for each one. In person or mail-in payments could also be accepted and do not require the same manual entry.

#### Document Collection

The City's financial software does not have the capability to accept electronic documents from participants at time of payment. So, a document like a liability waiver would have to be emailed, mailed, or brought in person to then be processed and tracked by staff. There would also need to be document

sharing between the City and the group organizing and managing the garden to make sure all parties know who has paid and signed the necessary documents.

#### **Cash Disbursements**

Operating costs for the community garden (e.g., supplies, utilities, reimbursements, etc.) could be processed through the City's regular accounts payable process provided proper documentation and authorization could be obtained beforehand. IRS regulations stipulate that the City collect W-9 forms from any vendor or individual that provides goods or services to the City and is paid via check. Additionally, the City's internal control policies require proper backup for every payment and that it is properly authorized by City management.

#### **Department Review**

This report was reviewed by the Parks, Legal, Finance, and Executive Departments.

#### **Significant Impacts**

The amount of staff time and cost to the City would vary greatly depending upon the desired level of involvement. If the City plays a role other than landlord, the City will need to dedicate staff time and resources and will carry some liability risk. There is also the natural consequence that concerns, disputes, and questions will come to the City.

#### **Recommendation**

Staff would like the City Council to determine what level of involvement the City should have in the creation of a community garden.

#### **Attachments**

Draft Roles and Responsibilities

## Community Garden Roles and Responsibilities

Managing a community garden involves organizing the garden space, planning what to plant, ensuring proper water management, maintaining the garden through weeding and pest control, assigning plots to community members, establishing clear rules and guidelines, and actively engaging the participants to contribute to the garden's upkeep and harvest.

### **Bountiful City will:**

- **Provide garden location and site**
  - Select suitable site
  - Generally, lay out garden area, size, paths, and common areas
  - Install irrigation system
    - From point of connection to garden site location
    - Provide agreed upon number of above ground hose bibs
  - Maintain Irrigation System
    - From point of connection to garden site location
    - Above-ground hose bibs
- **Coordinate with Community Garden Volunteer Leaders**
  - Reporting of issues/repairs/solutions
  - Establishment of responsibilities/expectations
  - City staff meet annually with leaders of garden group
- **Develop any Necessary Agreements**
  - Agreement between Bountiful City and the garden organization
  - Clarify expectations of owner (Bountiful City) and lessee (garden organization)
  - Settlement of disputes
- **Provide Trash Receptacles**
  - 30 gal.
  - 300 gal.
  - Establish acceptable items
  - Weekly curbside trash pickup during season

## **Garden Volunteer Organization responsibilities include:**

- **Agreement with Bountiful City**
  - Enter into a use agreement with Bountiful City to outline expectations for the property including:
    - Time of year/season (water available April 15 – Oct 15 best case scenario)
    - No commercial or for-profit activity allowed
      - Fees collected must be to cover costs only
  - Obtain a certificate of insurance of at least \$2 million per occurrence with a \$2 million aggregate limit naming Bountiful City, its officers, employees and volunteers as additional insured.
- **Garden Maintenance:**
  - Spring preparation of garden including tilling, amending, and preparing the soil
  - Regular weeding and pest management
  - Proper watering practices, including efficient irrigation systems
  - Pruning and harvesting crops
  - Trash and waste clean up
  - End of season soil and site preparation
- **Community Engagement:**
  - Recruiting volunteers and forming a leadership team.
  - Collecting fees (if desired) from participants
  - Holding meetings to discuss garden plans, rules, and responsibilities.
  - Outreach efforts to inform the community about the garden and encourage participation.
  - Participant application and selection process, agreement document.
  - Orientation of gardeners
- **Rules and Regulations:**
  - Establishing clear guidelines for plot assignments, watering schedules, and harvest practices
  - Implementing rules regarding sharing tools/repairs, cleaning up after use, and addressing conflicts
  - Type of acceptable plantings (illegal plant types)
  - No personal property left/stored on site
  - Shared responsibility for of common areas
  - Rules for abandonment of garden plots
  - Management of issues like pets, music, smoking, etc.
- **Addressing Challenges:**
  - Managing potential issues like vandalism, theft, and uneven participation.
  - Issue-reporting process (how, who, expectation for resolution)
  - Enforcement of rules

# City Council Staff Report



**Subject:** Work Session General Plan Direction:  
Bountiful By Design Goals and Actions  
**Author:** Francisco Astorga, AICP, Planning Director  
**Date:** March 25, 2025

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## Background

The City Council has been having work session discussions to review the current comprehensive general plan update. The updated general plan, Bountiful by Design, is intended to provide the City with guidance in decision-making over the next 20 years.

On February 11, 2025, the City Council held a work session discussion during the City Council work session. The Council provided input and direction regarding the Future Land Use Map in relationship to the drafted Place-type descriptions. The purpose of this work session is for Council to provide direction regarding all of the drafted goals and actions.

## Analysis

Council has reviewed in work sessions the drafted Community Vision Statement, Guiding Principles, and Goals:

### Drafted Community Vision Statement:

*Bountiful provides a high quality of life for residents with a vibrant Main Street, abundant recreation opportunities, an array of housing options, and locally focused retail. Bountiful is a safe, family-friendly, and welcoming community that is the anchor of South Davis County.*

### Drafted Guiding Principles:

#### ***Bountiful is...***

- ***a welcoming community built for everyone***
- ***a business-friendly community that serves the community with a variety of locally focused services, shopping, and entertainment options.***
- ***a connected community with complete networks for pedestrians, bicycles, transit, and vehicles.***
- ***an active community with diverse outdoor recreational opportunities and access to our mountain backyard.***
- ***an efficient and resilient community with effective utilities and robust services.***
- ***a friendly community with lively community events, and neighborly connections.***

### Drafted Goals:

#### *A Welcoming Community-*

*Goal 1. Encourage the preservation and creation of welcoming and attractive neighborhoods.*

- Goal 2. Support development of diverse housing choices.*
- Goal 3. Consider opportunities that combine additional housing with effective transit service.*
- Goal 4. Support efforts to develop more affordable housing options.*

*A Business-Friendly Community-*

- Goal 1. Spark investment and development in downtown through strategic infrastructure improvements.*
- Goal 2. Encourage the growth of high-quality local businesses through economic development of entry corridors and other commercial nodes.*
- Goal 3. Encourage land use regulations that support business opportunities and reduce barriers to commercial development.*

*A Connected Community-*

- Goal 1. Balance travel modes to move people safely and efficiently throughout the city.*
- Goal 2. Enhance access to and connectivity of non-motorized travel options.*
- Goal 3. Consider future multimodal transportation projects and initiatives in an updated transportation master plan.*

*An Active Community-*

- Goal 1. Maintain and enhance existing city parks and amenities for all users.*
- Goal 2. Expand and connect mountain trail networks and connections with the urban trail network.*
- Goal 3. Protect Bountiful's natural sensitive lands and viewsheds.*

*An Efficient and Resilient Community-*

- Goal 1. Maximize the resiliency and fiscal sustainability of community services and utilities.*
- Goal 2. Maintain existing infrastructure and carefully consider benefits vs. costs when adding new services.*
- Goal 3. Serve as a leader in reliability by prioritizing efficient design of public facilities, utilities, and infrastructure.*
- Goal 4. Protect the future of Bountiful through wise stewardship of natural resources.*

*A Friendly Community-*

- Goal 1. Invest in public spaces such as Main Street and city parks where the community can gather.*
- Goal 2. Enhance community identity by improving the appeal of key urban spaces.*
- Goal 3. Support events that bolster community identity, belonging, and build social capital.*

The goals and actions, see Attachment 1, have been thoroughly reviewed by the Council during the examination of each individual General Plan Element. Throughout this process, the Council has provided feedback and direction to ensure that the goals and actions align with the community's vision and strategic objectives. The purpose of this work session is to present a comprehensive overview of all the drafted goals and actions, compiled into a single, cohesive document. This will allow for a more holistic review and facilitate a clearer understanding of how the various elements interconnect and support the overall General Plan framework.

## **Department Review**

This Staff Report was written by the Planning Director and reviewed by the City Manager.

**Significant Impacts**

None.

**Recommendation**

Staff requests that the Council provide input regarding the drafted Goals and Actions of the General Plan.

**Attachments**

1. Goals and Actions

## Goals and Actions

### Overview

Bountiful by Design has identified an array of opportunities for how the community can achieve the community vision as it grows and changes over time. This document has organized these opportunities around the guiding principles. Each guiding principle features a number of goals. Each goal contains a series of actions that can help achieve that goal.

Guiding Principle	A <u>Welcoming Community</u> For Everyone.
<b>Goal 1</b>	<b>Encourage the preservation and creation of welcoming and attractive neighborhoods.</b>
<b>Action 1</b>	Promote improvement and replacement of the urban tree canopy to enhance neighborhood walkability during the summer months by seeking ways to maximize participation.
<b>Action 2</b>	Widen and/or buffer pedestrian facilities along high traffic roads. Pedestrian buffer efforts should be balanced with traffic flow needs and be cost effective.
<b>Goal 2</b>	<b>Support development of diverse housing choices.</b>
<b>Action 1</b>	Analyze the Land Use Code to determine appropriate lot size and density based on use, location, character, etc., in conjunction with the Future Land Use Map and Place-Type policies.
<b>Action 2</b>	Review network connectivity and gap closure in new projects by connecting existing development with future infill development areas.
<b>Action 3</b>	Analyze development review processes and consider streamlining.
<b>Goal 3</b>	<b>Consider opportunities that combine additional housing with effective transit service.</b>
<b>Action 1</b>	Partner with regional planning organizations to develop a plan for land development surrounding transit stops to incorporate long-term transportation and mobility considerations.
<b>Action 2</b>	Analyze parking requirements surrounding high-frequency transit areas.
<b>Goal 4</b>	<b>Support efforts to develop more affordable housing options.</b>
<b>Action 1</b>	Create or allow for, and reduce regulations related to, internal or detached accessory dwelling units in residential zones. (MIH Plan strategy 1).
<b>Action 2</b>	Zone or rezone for higher density or moderate-income residential development in commercial or mixed-use zones near major transit investment corridors, commercial centers, or employment centers. (MIH Plan strategy 2).
<b>Action 3</b>	Amend land use regulations to allow for higher density or new moderate income residential development in commercial or mixed-use zones near major transit investment corridors. (MIH Plan strategy 3).



<b>Guiding Principle</b>	<b>A <u>Business-Friendly Community</u> That Serves the Community with A Variety of Locally Focused Services, Shopping and Entertainment Options.</b>
<b>Goal 1</b>	<b>Spark investment and development in downtown through strategic infrastructure improvements.</b>
<b>Action 1</b>	Implement walkability, parking, and travel lane improvements along Main Street. Improvements that reduce crossing distances such as curb extensions (bulb-outs) and mid-block crossings can foster a more inviting and connected experience for the Downtown area.
<b>Action 2</b>	Analyze opportunities in the Downtown area to encourage vibrant uses, such as retail and restaurants, as well as anchor developments.
<b>Action 3</b>	Analyze the impact of non-sales tax generating uses in commercial areas to protect the City's sales tax base. Consider future zoning to achieve vibrancy in key places and revise mixed-use regulations accordingly.
<b>Goal 2</b>	<b>Encourage the growth of high-quality local businesses through economic development of entry corridors and other commercial nodes.</b>
<b>Action 1</b>	Consider attracting businesses in the accommodations and entertainment, dining, and general merchandise categories. Explore opportunities for live music events. Revisit regulations regarding alcohol licenses to support a vibrant and thriving commercial district.
<b>Action 2</b>	Create database of potential development or redevelopment sites.
<b>Goal 3</b>	<b>Encourage land use regulations that support business opportunities and reduce barriers to commercial development.</b>
<b>Action 1</b>	Analyze parking requirements in the Downtown area for retail and restaurant uses. Ensure parking is adequate but not overabundant. Ensure residential parking does not negatively impact business parking.
<b>Action 2</b>	Encourage the sharing of parking, particularly for adjacent uses with differing times of peak utilization.
<b>Action 3</b>	Revise development codes to allow flexibility for adaptive reuse in retail nodes throughout the City to ensure that desired commercial uses can continue to grow and adapt.

<b>Guiding Principle</b>	<b>A Connected Community with Complete Networks for Pedestrians, Bicycles, Transit, And Vehicles.</b>
<b>Goal 1</b>	<b>Balance travel modes to move people safely and efficiently throughout the city.</b>
<b>Action 1</b>	Consider implementing traffic calming and safety countermeasures, such as improved crossings and buffering strategies, to eliminate or reduce traffic-related conflicts. Use temporary materials and pilot programs, and prioritize improvement locations based on data, with a focus on addressing potential collision hotspots.
<b>Action 2</b>	Develop and apply complete street design principles, as identified in relevant plans, for <u>future</u> roadway projects. Complete streets are designed to facilitate safe, comfortable, and efficient travel for all modes of transportation.
<b>Goal 2</b>	<b>Enhance access to and connectivity of non-motorized travel options.</b>
<b>Action 1</b>	Work with neighboring municipalities and regional partners to identify a non-motorized (i.e. bicycle and pedestrian) corridor between communities.
<b>Action 2</b>	Work with neighboring municipalities and regional partners including the County, UTA, and WFRC to develop strategies for increasing transit ridership and enhancing first-last mile access to the regional transportation system.
<b>Action 3</b>	Where appropriate and subject to Capital Improvement Plan budget allocation; consider adding bicycle facilities, such as bike lanes, physical buffers, etc.
<b>Goal 3</b>	<b>Consider future multimodal transportation projects and initiatives in an updated transportation master plan.</b>
<b>Action 1</b>	Consider street designs that enhance comfort and safety for travelers of all modes of transportation.

<b>Guiding Principle</b>	<b>An <u>Active Community</u> with Diverse Outdoor Recreational Opportunities and Access to Our Mountain Backyard.</b>
<b>Goal 1</b>	<b>Maintain and enhance existing city parks and amenities for all users.</b>
<b>Action 1</b>	Analyze park accessibility based on resident proximity to identify possible needs.
<b>Action 2</b>	Use Recreation, Arts, and Parks Tax funds to refurbish and improve existing city parks.
<b>Action 3</b>	Consider water wise landscaping principles in City owned property.
<b>Goal 2</b>	<b>Expand and connect mountain trail networks and connections with the urban trail network.</b>
<b>Action 1</b>	Regularly evaluate goal attainment in the 2019 Trails Master Plan and evaluate potential barriers to action, including funding, staff, and community buy-in.
<b>Action 2</b>	Analyze bicycle and pedestrian safety countermeasures at high use areas and possible points of conflict.
<b>Action 3</b>	Evaluate parks, trailheads, and recreation facilities that support physical activity as key destination points to link neighborhoods when evaluating future pedestrian, bikeway, and transit improvements.
<b>Goal 3</b>	<b>Protect Bountiful's natural sensitive lands and viewsheds.</b>
<b>Action 1</b>	Strategic acquisition of open space for public use. Build an inventory of existing public lands that are currently used for parks or recreation activities and consider the feasibility of acquiring certain parcels.
<b>Action 2</b>	Maintain low intensity uses along the foothills and analyze development standards for steep slopes to minimize impacts on the environment, watersheds, habitats, and viewsheds. Consider measures to preserve natural slopes and vegetation.

<b>Guiding Principle</b>	<b>An <u>Efficient and Resilient Community</u> with Effective Utilities and Robust Services.</b>
<b>Goal 1</b>	<b>Maximize the resiliency and fiscal sustainability of community services and utilities.</b>
<b>Action 1</b>	Discourage high intensity development in the eastern foothill areas to minimize cost of utility installation, maintenance, and other City services.
<b>Action 2</b>	Analyze utility capacity in areas better suited for redevelopment and infill.
<b>Goal 2</b>	<b>Maintain existing infrastructure and carefully consider benefits vs. costs when adding new services.</b>
<b>Action 1</b>	Continue investing in a citywide fiber internet network to ensure residents have access to this vital utility.
<b>Action 2</b>	Review utility capital plans to account for currently permitted and future land uses.
<b>Action 3</b>	Collaborate with water providers to meter and reduce secondary water consumption.
<b>Goal 3</b>	<b>Serve as a leader in reliability by prioritizing efficient design of public facilities, utilities, and infrastructure.</b>
<b>Action 1</b>	Inventory existing street trees to evaluate the urban tree canopy.
<b>Action 2</b>	Based on need, consider updating existing municipal buildings through higher efficiency building lighting, restoration of native vegetation, installation of low-flow water fixtures, etc.
<b>Goal 4</b>	<b>Protect the future of Bountiful through wise stewardship of natural resources.</b>
<b>Action 1</b>	Partner with educational institutions, non-profits, and other community-based organizations to provide educational opportunities and services related to sustainability resources and initiatives.
<b>Action 2</b>	Evaluate the landscaping code to promote efficient irrigation use, appropriate drought tolerant tree species, and continue partnering with Weber Basin Water Conservancy District regarding water conservation programs.

<b>Guiding Principle</b>	<b>A <u>Friendly Community</u> with Lively Community Events, And Neighborly Connections.</b>
<b>Goal 1</b>	<b>Invest in public spaces such as Main Street, City Hall Campus, and City parks where the community can gather.</b>
<b>Action 1</b>	Consider installing secure and convenient bicycle parking in the public right-of-way near key destinations and transit facilities.
<b>Action 2</b>	Invest in development and maintenance of park infrastructure to encourage community gathering.
<b>Action 3</b>	Continue to implement beautification activities.
<b>Goal 2</b>	<b>Enhance community identity by improving the appeal of key urban spaces.</b>
<b>Action 1</b>	Analyze front setbacks and allow driveway consolidation for commercial uses to encourage pedestrian access.
<b>Action 2</b>	Identify and improve pedestrian transportation experiences, such as adding bike racks, along Main Street.
<b>Action 3</b>	Explore a façade rehabilitation program. Study the impact of art venues and galleries on vibrancy and sales tax revenue. Take steps to preserve the tree canopy.
<b>Goal 3</b>	<b>Support events that bolster community identity, belonging, and build social capital.</b>
<b>Action 1</b>	Consider temporary closures in the DN Corridor in order to link Town Square to Main Street for significant events.
<b>Action 2</b>	Support groups and organizations that host community events.
<b>Action 3</b>	Provide clear guidelines for community and business requests to implement temporary street closures.



Minutes of the  
BOUNTIFUL CITY COUNCIL  
February 25, 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	Kendalyn Harris
	Councilmembers	Kate Bradshaw, Beth Child, Matt Murri, Cecilee Price-Huish
	City Manager	Gary Hill
	City Attorney	Brad Jeppsen
	City Engineer	Lloyd Cheney
	Planning Director	Francisco Astorga
	Finance Director	Tyson Beck
	Streets Director	Charles Benson
	Recording Secretary	Maranda Hilton
Excused:	Councilmember	Richard Higginson

Mayor Harris called the meeting to order at 6:03 pm and welcomed those in attendance.

**OPEN MEETINGS ACT TRAINING – MR. BRADLEY JEPSEN**

The City Attorney, Mr. Bradley Jeppsen, conducted a training about the Open and Public Meetings Act as required annually by state law.

**VISIT FROM OUR LEGISLATORS**

Representatives Ray Ward and Melissa Ballard discussed the current state legislative session, listening to the Council's concerns and answering any questions they had.

The work session ended at 7:00 pm.

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

Present: Mayor Kendalyn Harris  
Councilmembers Kate Bradshaw, Beth Child, Matt Murri, Cecilee Price-Huish  
City Manager Gary Hill  
City Engineer Lloyd Cheney  
Planning Director Francisco Astorga  
Finance Director Tyson Beck  
Power Director Allen Johnson  
Streets Director Charles Benson  
Senior Planner Amber Corbridge  
Recording Secretary Maranda Hilton  
Excused: Councilmember Richard Higginson

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

Mayor Harris called the meeting to order at 7:12 pm and welcomed those in attendance. Ms. Lily Thorne led the Pledge of Allegiance and Mr. Alex Densley offered a prayer.

**PUBLIC COMMENT**

The public comment period was opened at 7:14 pm.

Mr. Gary Davis, a Bountiful resident, said that he is concerned about the impact squirrels are having on power lines and suggested the City approve a resolution that prohibits them within a certain distance of energized equipment.

The public comment period was closed at 7:15 pm.

**CONSIDER APPROVAL OF MINUTES OF THE PREVIOUS MEETINGS HELD ON JANUARY 9<sup>th</sup>, 10<sup>th</sup>, AND FEBRUARY 11<sup>th</sup>, 2025**

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

**COUNCIL REPORTS**

Councilmember Murri did not have a report.

Councilmember Price-Huish reported that the BCYC served at the Bountiful Food Pantry last week, and she commended them for their exemplary efforts. She also reported that she will accompany the BCYC to their leadership conference at Utah State in a couple weeks.

Mayor Harris reported that she was happy to receive an email from a resident expressing appreciation for the building inspectors and staff in the engineering department.

Councilmember Child did not have a report.

Councilmember Bradshaw did not have a report.



**CONSIDER APPROVAL OF EXPENDITURES GREATER THAN \$1,000 PAID FEBRUARY 5<sup>th</sup> AND 12<sup>th</sup>**

Councilmember Murri made a motion to approve the expenditures paid February 5<sup>th</sup> and 12<sup>th</sup>, 2025, and Councilmember Child seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri, and Price-Huish voting “aye.”

**APPOINT MATTHEW MYERS TO THE POWER COMMISSION – MAYOR KENDALYN HARRIS**

Mayor Harris introduced Mr. Matthew Myers, saying that he is a qualified individual with an engineering background who will be an asset to the commission.

Councilmember Price-Huish said she was glad the City accepted applications for this position, and she is excited to work with him in her role on the Power Commission. Councilmember Bradshaw said she knows Mr. Myers and feels he will be a wonderful addition to the Commission.

Councilmember Price-Huish made a motion to approve the appointment of Matthew Myers to the Power Commission and Councilmember Bradshaw seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri, and Price-Huish voting “aye.”

**CONSIDER APPROVAL OF ORDINANCE 2025-05 REGARDING OMNIBUS LAND USE CODE TEXT AMENDMENTS FOR TITLE 14 – MS. AMBER CORBRIDGE**

Mr. Francisco Astorga explained that this omnibus text amendment ordinance is a regular occurrence that seeks to take care of many small edits to the land use code to improve its accuracy, order and clarification.

Ms. Corbridge went through each section of the ordinance and made sure there was a consensus among the Council to approve that specific change.

Councilmember Child noticed an oversight in Section 10 and staff agreed that removing “body piercing” from the use table in the mixed-use zone would make sense, since piercings are now covered under the new category of “body art establishments.”

Councilmember Price-Huish noticed an inconsistency with Section 11, regarding sign permit approvals bodies, so staff recommended leaving it out of the ordinance until they could look into it further.

Mr. Jeppsen clarified, for the benefit of the minutes, that line 797 will be removed from the existing code as part of these changes.

Councilmember Bradshaw made a motion to approve Ordinance 2025-05, with the amendment that section 11 be struck from inclusion in the documents. Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri, and Price-Huish voting “aye.”

**CONSIDER APPROVAL OF THE PURCHASE OF AN AIR HANDLER FROM CLIMATE CONTROL IN THE TOTAL AMOUNT OF \$48,055 – MR. ALLEN JOHNSON**

Mr. Johnson explained that this purchase is for the power plant, it will keep the smaller generator cool, which is important as they prepare for the increased generation of power in the summer months. The old air handler is in disrepair and was going to cost more to fix than to replace. It was installed in 2001.

Councilmember Murri made a motion to approve the purchase of an air handler from Climate Control and Councilmember Price-Huish seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri and Price-Huish voting “aye.”

**CONSIDER APPROVAL OF THE PURCHASE OF A 46 KV TURNER TRANSMISSION SWITCH FROM ANIXTER-WESCO IN THE TOTAL AMOUNT OF \$26,638 – MR. ALLEN JOHNSON**

Mr. Johnson explained that they had to replace a transmission switch recently after its arcing device wore out. They would like to order a new one to have in their inventory as a backup. The switches do not fail very often, but it is important they always have one in inventory because delivery times are generally very long. They received 2 bids from suppliers at the same cost, so staff is recommending the bid with the shorter delivery time.

Councilmember Bradshaw made a motion to approve the purchase of a transmission switch from Anixter-Wesco and Councilmember Child seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri and Price-Huish voting “aye.”

**CONSIDER APPROVAL OF THE PURCHASE OF TWO 150 KV A 240/120 GE/PROLEC TRANSFORMERS FROM ANIXTER POWER SOLUTIONS IN THE TOTAL AMOUNT OF \$27,748 – MR. ALLEN JOHNSON**

Mr. Johnson explained that staff would like to purchase two of these transformers to place in inventory. They recently had to replace a damaged one, and because they can be difficult to source and there is a long lead time for delivery, they feel it will be better to order two at this time.

Councilmember Price-Huish made a motion to approve the purchase of transformers from Anixter Power Solutions and Councilmember Child seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri and Price-Huish voting “aye.”

**CONSIDER APPROVAL OF ORDINANCE 2025-06 REGARDING LAND USE CODE TEXT AMENDMENTS FOR PAVED PARKING SURFACES – MR. FRANCISCO ASTORGA**

Mr. Astorga explained that the Planning Commission reviewed this ordinance and forwarded a positive recommendation to the Council. The ordinance was created based on recommendations and direction from the Council in previous work session discussions.

Councilmember Murri asked about the amendment regarding the replacement of abandoned driveways with standard curbs in section 5. He asked if the City or the homeowner was responsible for paying for that. Mr. Astorga answered that the homeowner would pay for the repair.

Councilmember Price-Huish said the one-year timeframe seemed too short to her, and she felt it might be an undue burden for homeowners. She suggested removing that language from the text. Mr. Cheney said that the one-year time limit was not meant to punish people who have driveways that are not used frequently, but rather to help fix those instances where a property has been redeveloped, and an old drive approach is no longer useful because it does not lead to anything. Mr. Astorga added that if the one-year language was removed, these violations would go through the normal enforcement process, which generally gives a property owner two weeks to resolve violations.

Mr. Cheney said he was alright with taking out the “one year” language. He said it will still be helpful for his department when they review plans, to be able to ask property owners to change drive approaches that no longer make sense for their lots.

Councilmember Murri suggested making a clarification, saying that the “project should be removed or replaced with standard gutter, park strip and sidewalk within one year *of notice* as required by the City engineer.”

Councilmembers Child and Bradshaw both said they felt the language was fine as it stood.

1 Councilmember Price-Huish asked if Councilmember Child would consider supporting  
2 Councilmember Murri's suggested edit of the language. Councilmember Child said she would  
3 consider that.

4 Mr. Jeppsen explained that "notice" has not been defined in the code, which would cause a  
5 problem. He suggested the following language, "existing drive approaches which are deemed  
6 abandoned by the City engineer, by non-use, which are located as part of an approved development  
7 project, should be removed and replaced with standard gutter, park strip and sidewalk within one  
8 year."

9 Councilmember Price-Huish asked if the "hard surfaces" leading to permeable parking  
10 surfaces could be brick pavers. Mr. Cheney explained that "or any other reasonable substitute, as  
11 determined by the City engineer" is also included in the language about hard surfaces, which would  
12 be determined by that substitute's ability to pass water through it. He said there are many kinds of  
13 pavers, so that would play a role in determining what is allowable as a "hard surface."

14 Councilmember Price-Huish made a motion to approve Ordinance 2025-06 with the amended  
15 language as suggested by the City Attorney and Councilmember Child seconded the motion. The  
16 motion passed with Councilmembers Child, Murri and Price-Huish voting "aye" and Councilmember  
17 Bradshaw voting "nay."

18  
19 **CONSIDER APPROVAL OF A LIQUOR LICENSE FOR ST. OLAF CATHOLIC SCHOOL**  
20 **LOCATED AT 1793 SOUTH ORCHARD DRIVE – MR. FRANCISCO ASTORGA**

21 Mr. Astorga explained that this permit is for an annual fundraising event to be held at St. Olaf  
22 School. The application was reviewed and found to be acceptable.

23 Councilmember Child made a motion to approve the liquor license and Councilmember  
24 Bradshaw seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri  
25 and Price-Huish voting "aye."

26  
27 **CONSIDER APPROVAL OF SECOND EXTENSION OF THE 2023 CONCRETE**  
28 **REPLACEMENT CONTRACT WITH JMR CONSTRUCTION – MR. LLOYD CHENEY**

29 Mr. Cheney explained that a considerable amount of maintenance is done every year in  
30 preparation for street overlays and reconstructions, but also for repair work for the various City  
31 departments. This contract with a third party allows the City to complete those repairs. Staff is  
32 recommending that the Council approve the second, and final, extension of the original contract with  
33 JMR Construction for those repair and maintenance projects. JMR has been a trusted partner many  
34 times over the past several decades, and staff feels confident they will do a great job. This extension  
35 comes with an increase of 5%, due to increasing costs in the construction industry.

36 Councilmember Bradshaw made a motion to approve the contract extension with JMR  
37 Construction and Councilmember Murri seconded the motion. The motion passed with  
38 Councilmembers Bradshaw, Child, Murri and Price-Huish voting "aye."

39  
40 **CLOSED SESSION**

41 At 8:23 pm Councilmember Bradshaw made a motion to move into a closed session to  
42 discuss the acquisition or sale of real property, pending litigation and/or to discuss the character  
43 and/or competency of an individual(s). Councilmember Price-Huish seconded the motion. The  
44 motion passed with the following roll call vote:

1 Child Aye  
2 Bradshaw Aye  
3 Murri Aye  
4 Price-Huish Aye  
5

6 The closed session began at 8:26 pm.

7 Present: Mayor Harris, Councilmembers Bradshaw, Child, Murri, and Price-Huish, Mr. Gary  
8 Hill, Mr. Bradley Jeppsen, and Mr. Lloyd Cheney.

9 Councilmember Bradshaw made a motion to leave the closed session and return to the regular  
10 meeting and Councilmember Murri seconded the motion. The motion passed with Councilmembers  
11 Bradshaw, Child, Murri and Price-Huish voting “aye.”  
12

13 **ADJOURN**

14 Councilmember Child made a motion to adjourn the regular meeting and Councilmember  
15 Bradshaw seconded the motion. The motion passed with Councilmembers Bradshaw, Child, Murri  
16 and Price-Huish voting “aye.”  
17

18 The meeting was adjourned at 8:36 pm.

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*Mayor Kendalyn Harris*

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*City Recorder*

# City Council Staff Report

**Subject:** Expenditures for Invoices > \$1,000 paid  
February 19 & 26 and March 5 & 12, 2025

**Author:** Tyson Beck, Finance Director

**Department:** Finance

**Date:** March, 2025

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## **Background**

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

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

## **Analysis**

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

## **Department Review**

This report was prepared and reviewed by the Finance Department.

## **Significant Impacts**

None

## **Recommendation**

Council should review the attached expenditures.

## **Attachments**

Weekly report of expenses/expenditures for invoices equaling or exceeding \$1,000, paid February 19 & 26 and March 5 & 12, 2025.

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00**  
**Paid February 19, 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>
1105	ALTEC INDUSTRIES, IN	Light & Power	535300 448635	Vehicles	2,496.72	243968	51589468	Repairs - Customer #98370
1105	ALTEC INDUSTRIES, IN	Light & Power	535300 448635	Vehicles	4,382.34	243968	51592198	Repairs - Customer #98370
14713	ANGEL ARMOR	Police	104210 445100	Public Safety Supplies	15,470.85	243969	INV81189	Tactical Carrier/Multi Cam
15878	APPLICANTPRO	Human Resources	104134 429200	Computer Software	5,592.00	243970	305558	Annual Applicant Pro - Cust # 14314
1447	BP ENERGY COMPANY	Light & Power	53 213100	Accounts Payable	51,082.07	243972	21391763	Natural Gas - Contract # 23191
4806	CHEMTECH-FORD, INC	Water	515100 431000	Profess & Tech Services	1,095.00	243976	24J2459	Lab Fees
4806	CHEMTECH-FORD, INC	Water	515100 431000	Profess & Tech Services	1,200.00	243976	24L0574	Lab Fees
2875	CURTIS BLUE LINE	Police	104210 445100	Public Safety Supplies	2,520.00	243979	PINV969086	Exfil Ballistic Visor
5351	DEERE CREDIT, INC.	Cemetery	595900 474500	Machinery & Equipment	41,338.67	243981	117691643	ProGator and Misc. Parts
5310	FLEETPRIDE	Landfill Operations	585820 425000	Equip Supplies & Maint	1,046.92	243986	123575292	Misc. Parts/Supplies - Acct # 815961
12227	GRAHAM FIRE APPARAT	Streets	104410 425000	Equip Supplies & Maint	1,381.00	243988	963	Misc. Parts/Supplies
5458	HANSEN, ALLEN & LUCE	Landfill Operations	585820 431300	Environmental Monitoring	5,948.25	243990	54002	Bountiful Groundwater Sampling
6959	JANI-KING OF SALT LA	Light & Power	535300 424002	Office & Warehouse	1,883.10	243997	SLC02250046	February Janitorial Services - Cust # 065075
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist Systm Repair & Maint	1,496.31	244008	S106781678.001	Misc. Parts/Supplies - Cust # 18498
3271	NETWIZE	Information Technology	104136 429300	Computer Hardware	3,250.00	244010	26039	MFA Devices
3271	NETWIZE	Computer Maintenance	616100 429200	Computer Software	4,762.02	244010	26056	Fortinet Software Renewals
5429	PERFORMANCE FORD LIN	Streets	104410 425000	Equip Supplies & Maint	1,239.63	244015	26807	Misc. Parts/Supplies - Cust ID 243521-W
3812	SAFETY SUPPLY & SIGN	Streets	104410 441300	Street Signs	1,374.25	244021	192804	Misc. Parts & Supplies - Cust ID 00330
4229	TOM RANDALL DIST. CO	Streets	104410 425000	Equip Supplies & Maint	22,014.10	244026	0394251	Fuel - Acct # 000275
5000	U.S. BANK CORPORATE	Police	104210 423000	Travel & Training	1,093.90	244028	02102025MS	Trvl Expense & Misc. - Acct# 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Streets	104410 425000	Equip Supplies & Maint	4,034.15	244028	02102025JE	Misc. Parts/Supplies - Acct# 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Streets	104410 425000	Equip Supplies & Maint	5,500.00	244028	02102025CB	Misc. Parts/Supplies - Acct# 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Engineering	104450 423000	Travel & Training	1,140.36	244028	02102025LC	Trvl&Train Expense - Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Parks	104510 423000	Travel & Training	2,897.44	244028	02102025BH	Misc. Parts/Supplies - Acct# 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Planning	104610 423000	Travel & Training	2,440.25	244028	02102025FA	Trvl&Train Expense - Acct #4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Light & Power	535300 423000	Travel & Training	3,763.25	244028	02102025AJ	Trvl Expense & Misc. - Acct# 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Light & Power	535300 445201	Safety Equipment	1,952.78	244028	02102025AJ	Trvl Expense & Misc. - Acct# 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Golf Course	555500 448000	Operating Supplies	1,169.52	244028	02102025BH	Misc. Parts/Supplies - Acct# 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Recycle Collection Operations	585810 425000	Equip Supplies & Maint	1,334.85	244028	02102025JE	Misc. Parts/Supplies - Acct# 4246-0445-5571-8851
5000	U.S. BANK CORPORATE	Cemetery	595900 423000	Travel & Training	1,273.72	244028	02102025BH	Misc. Parts/Supplies - Acct# 4246-0445-5571-8851
4450	VERIZON WIRELESS	Light & Power	535300 448641	Communication Equipment	2,359.74	244033	6104918497	Account # 371517689-00001
TOTAL:					<u>198,533.19</u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00**  
**Paid February 26, 2025**

<b>VENDOR</b>	<b>VENDOR NAME</b>	<b>DEPARTMENT</b>	<b>ACCOUNT</b>	<b>ACCOUNTDESC</b>	<b>AMOUNT</b>	<b>CHECK NO</b>	<b>INVOICE</b>	<b>DESCRIPTION</b>
1177	APPLIED CONCEPTS, IN	Police	104210 425200	Communication Equip Maint	3,435.00	244041	5311702	Radar system/ parts
1177	APPLIED CONCEPTS, IN	Liquor Control	104218 445100	Public Safety Supplies	6,870.00	244041	5311702	Radar system/ parts
13077	AVID TRAILS	Trails	454550 473103	Improv. Other Than Bldg-Grant\$	65,171.65	244043	Mueller Park A-03.1	Trail construction
13077	AVID TRAILS	Trails	454550 473103	Improv. Other Than Bldg-Grant\$	179,948.72	244043	Mueller Park B-03.1	Trail Construction
15863	COMPUTECH CONSULTIN	Information Technology	454136 474500	Machinery & Equipment	45,872.57	244056	27447	Access Controls
15175	COOK, JOHN	Legislative	104110 492010	Contr-Btfl/Davis Art Ctr	1,905.00	244057	2/20/2025	BCYC Youth Conf Reimbursement
9982	DIAMOND TREE EXPERTS	Light & Power	535300 448632	Distribution	11,864.80	244059	76553	Power Line Tree Trimming
9982	DIAMOND TREE EXPERTS	Light & Power	535300 448632	Distribution	12,060.00	244059	76554	Power Line Tree Trimming
9982	DIAMOND TREE EXPERTS	Light & Power	535300 448632	Distribution	12,060.00	244059	76556	Power Line Tree Trimming
2055	ELECTRICAL CONSULTAN	Light & Power	535300 474790	CIP 09 Dist Sub NW Substation	33,546.60	244062	128777	Northwest Substation
2199	FORCE AMERICA, INC.	Streets	104410 425000	Equip Supplies & Maint	1,060.79	244067	IN001-2044490	Plow controls
2329	GORDON'S COPYPRINT	Legislative	104110 422000	Public Notices	1,409.00	244072	50194	Newsletter printing
5458	HANSEN, ALLEN & LUCE	Water	515100 431000	Profess & Tech Services	6,875.25	244074	54072	Water Rights services
15891	HAYDEN INDUSTRIAL	Light & Power	535300 448614	Power Plant Equipment Repairs	2,064.73	244076	88558	Cust# 11343000
2830	KIMBALL EQUIPMENT CO	Landfill Operations	585820 425000	Equip Supplies & Maint	1,354.72	244084	PSO172829-1	2 in rubber balls
8137	LAKEVIEW ASPHALT PRO	Water	515100 461300	Street Opening Expense	2,327.52	244085	431431	Cust# - BCTY07399 - Road Base
8137	LAKEVIEW ASPHALT PRO	Water	515100 461300	Street Opening Expense	3,703.52	244085	431379	Cust# BCTY07399 - Road Base
15881	M & G FARM	Landfill Operations	585820 425000	Equip Supplies & Maint	18,963.12	244089	00608	Compactor Parts
15061	MIWALL CORPORATION	Police	104210 445100	Public Safety Supplies	2,047.10	244096	1013644	Parts
3200	MOUNTAIN WEST TRUCK	Streets	104410 425000	Equip Supplies & Maint	3,885.89	244098	XA101089726:01	Parts
5553	PURCELL TIRE AND SER	Streets	104410 425000	Equip Supplies & Maint	1,263.28	244116	280101669	Tires for streets dept
3649	RASMUSSEN EQUIPMENT	Landfill Operations	585820 425000	Equip Supplies & Maint	11,000.00	244118	10192358	Excavator Bucket
3757	ROCKY MOUNTAIN WIRE	Light & Power	535300 448636	Special Equipment	1,491.50	244121	3033773-IN	Cust# BOUCIT 3/4 ton Hoist/Chains
3933	SKAGGS COMPANIES, IN	Police	104210 414000	Uniform Allowance	4,307.00	244126	450_A_1065023F_2	Starcard Payment
3933	SKAGGS COMPANIES, IN	Police	104210 414000	Uniform Allowance	4,307.00	244126	450_A_1065023F_3	Starcard Payment
4045	STATE FIRE	Light & Power	535300 448614	Power Plant Equipment Repairs	1,195.00	244130	12602390	CO2 system insp.
4051	STATE OF UTAH	Light & Power	535300 448627	Echo Hydro Operating Costs	3,599.31	244131	2025 Notice	Acct# 103250 2025 Water Assessment Echo
4051	STATE OF UTAH	Light & Power	535300 448628	Pineview Hydro Operating Costs	4,153.30	244131	2025 Notice A	Acct# 101498 2025 Water Assessment Pineview
4171	THATCHER COMPANY	Water	515100 448000	Operating Supplies	6,917.25	244134	2025100102212	Cust C1303 - Chlorine
4229	TOM RANDALL DIST. CO	Streets	104410 425000	Equip Supplies & Maint	22,534.02	244136	0394783	Unleaded gasoline & diesel fuel
5322	UCS WIRELESS	Light & Power	535300 474600	Vehicles	1,320.00	244139	82970	Unit #5010 Radio
4341	UTAH ASSOCIATED MUNI	Light & Power	53 213130	UAMPS Accrual	1,410,382.33	244142	02252025	Jan 2025 pmt for power resoruces
10811	UTOPIA FIBER	Fiber	505000 473150	Fiber Network Lines/Conduit	65,600.00	244146	CONBF-014	Jan 2025 Fiber connection fees
10811	UTOPIA FIBER	Fiber	505000 473150	Fiber Network Lines/Conduit	1,051,531.19	244146	2/18/2025	Network construction fees Jan 2025
7732	WINGFOOT CORP	Police	104210 426000	Bldg & Grnd Suppl & Maint	2,363.85	244151	020168	Janitorial srcv
TOTAL:					<u>3,008,391.01</u>			

***Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid March 5, 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>
15916	FACILTY SERVICE LLC	Parks	104510 426000	Bldg & Grnd Suppl & Maint	2,101.84	244171	25106	Town Square / ice ribbon & splashpad service
2329	GORDON'S COPYPRINT	Light & Power	535300 448635	Vehicles	1,125.00	244172	50195	Truck logo stickers
8756	IRBY ELECTRICAL DIST	Light & Power	535300 448636	Special Equipment	1,400.00	244175	S014064684.001	Cust# 221694 Burndy Wej Tool
13267	SLATE ROCK FR LLC	Light & Power	535300 445202	Uniforms	10,390.62	244199	86541	FR shirts, hoodies & wests
TOTAL:					<u>15,017.46</u>			



**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00**  
**Paid March 12, 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>
1195	ARNOLD MACHINERY CO	Landfill Operations	585820 425000	Equip Supplies & Maint	1,149.96	244216	PS1063080-1	Cust# B10003428 - Joystick for backhoe
1211	ASPHALT MATERIALS IN	Streets	104410 441200	Road Matl Patch/ Class C	1,540.00	244217	1460478	Cust# 5628 - Asphalt patching
1211	ASPHALT MATERIALS IN	Streets	104410 441200	Road Matl Patch/ Class C	1,547.70	244217	1459031	Cust# 5628
1211	ASPHALT MATERIALS IN	Streets	104410 441200	Road Matl Patch/ Class C	1,570.80	244217	1460137	Cust# 5628 - Asphalt patching
1473	BROKEN ARROW INC	Streets	104410 441100	Special Highway Supplies	22,677.20	244225	50301	Road salt
1473	BROKEN ARROW INC	Streets	104410 441100	Special Highway Supplies	22,959.76	244225	50224	Salt for roads
15138	CHUGG, HEIDI	Human Resources	104134 415000	Employee Education Reimb	1,977.50	244230	3/10/25	Employee reimbursement for travel and tuition
1716	CMT ENGINEERING LABO	Landfill Operations	585820 473100	Improv Other Than Bldgs	1,350.00	244232	3454	Testing for January
9982	DIAMOND TREE EXPERTS	Light & Power	535300 448632	Distribution	11,404.10	244240	76557	Tree Trimming
2141	FARWEST LINE SPECIAL	Light & Power	535300 448636	Special Equipment	2,569.08	244249	7402150	Lineman belt, climbers
15574	ISLAND VIEW PLUMBING	Planning	104610 426000	Bldg & Grnd Suppl & Maint	2,869.89	244261	3910	Police restroom repairs
8901	KB WELDING LLC	Light & Power	535300 448627	Echo Hydro Operating Costs	4,350.00	244264	375	Echo Penstock repair
8635	LARSEN LARSEN NASH &	Legal	104120 431100	Legal And Auditing Fees	7,350.00	244266	February 28, 2025	Legal services
2987	M.C. GREEN & SONS IN	Water	515100 473110	Water Mains	141,982.43	244273	5298	Contracted projects
15940	MILLER, TONI	Liability Insurance	636300 451150	Liability Claims/Deductible	1,875.34	244276	3/10/25	Snow Plow accident
3195	MOUNTAINLAND SUPPLY	Water	515100 448400	Dist System Repair & Maint	2,626.51	244280	S106798842.001	Cust# 18498 - Couplers inventory
14442	NAVAL SURFACE	Police	104210 445100	Public Safety Supplies	2,400.00	244283	N00164LE1123-25	Agreement April 2025 - April 2026
3271	NETWIZE	Computer Maintenance	616100 429200	Computer Software	6,400.60	244285	26100	Backup licensing
3271	NETWIZE	Computer Maintenance	616100 429200	Computer Software	13,989.00	244285	25954	Security Monitoring Software
3649	RASMUSSEN EQUIPMENT	Landfill Operations	585820 425000	Equip Supplies & Maint	1,257.74	244299	10192829	Acct# 09503 - Haul truck service
3791	RUSH TRUCK CENTER-SA	Streets	454410 474500	Machinery & Equipment	168,516.10	244302	2101-02492	Plow chassis approved by council
3816	SAGE SOFTWARE. INC.	Light & Power	535300 429200	Computer Software	3,708.62	244305	A-S00068999-2025	Annual Renewal
15518	SANBORN	Planning	104610 431000	Profess & Tech Services	3,000.00	244306	846544000122242241	Professional servcs
4229	TOM RANDALL DIST. CO	Streets	104410 425000	Equip Supplies & Maint	2,062.05	244318	0394954	Acct# 000275
4281	TWIN D INC.	Storm Water	494900 462400	Contract Equipment	28,487.69	244321	782128 RI	Cust# 4592160 - Storm drain inspections
8128	UNITED RENTALS INC	Light & Power	535300 448627	Echo Hydro Operating Costs	3,636.95	244323	244657699-001	Cust# 2608499 - Heater Rental
10811	UTOPIA FIBER	Fiber	505000 473150	Fiber Network Lines/Conduit	5,169.46	244327	02282025	Installation fees
14946	WIDDISON WELL SRVC	Water	515100 473100	Improv Other Than Bldgs	24,600.00	244332	5752	Pump revitalization shop
TOTAL:					<u>493,028.48</u>			



# City Council Staff Report

**Subject:** January 2025 Financial Reports  
**Author:** Tyson Beck, Finance Director  
**Department:** Finance  
**Date:** March 25, 2025



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## **Background**

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

## **Analysis**

Data within the reports and graphs presented provide detail of revenue, expense, and budget results for the associated period. Additional revenue and expense graphs are provided that give comparative data for FY2025 through January as compared to the past three fiscal year periods through that same timeframe.

The FY2025 budget portion of these reports is the originally adopted FY2025 budget approved by the City Council in June of 2024.

## **Department Review**

These reports were prepared and reviewed by the Finance Department.

## **Significant Impacts**

Financial information to aid in legislative and operational decision making.

## **Recommendation**

Council is encouraged to review the attached revenue, expense, and budget reports.

## **Attachments**

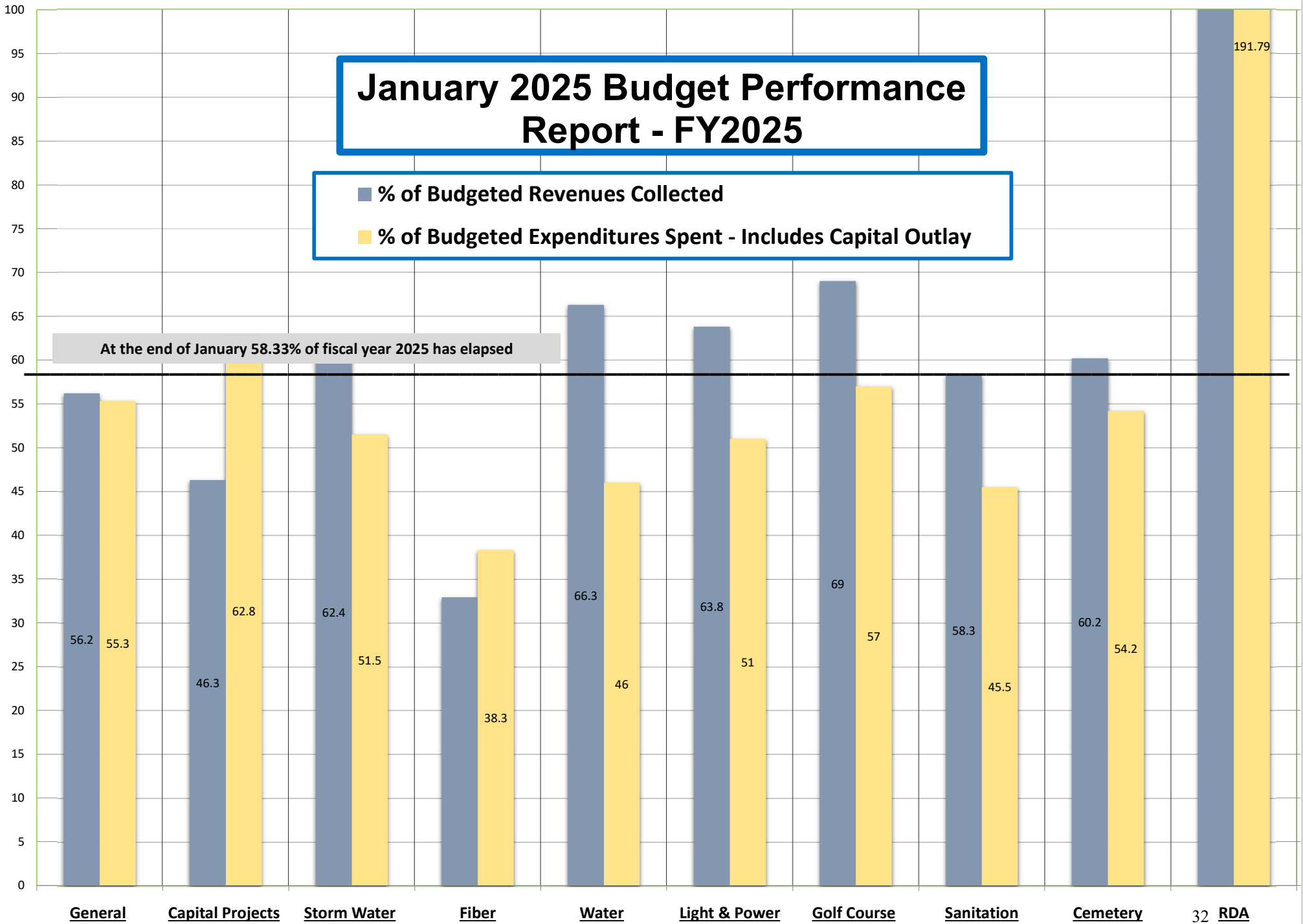
- January 2025 Revenue & Expense Reports – Fiscal 2025 YTD

# January 2025 Budget Performance Report - FY2025

■ % of Budgeted Revenues Collected

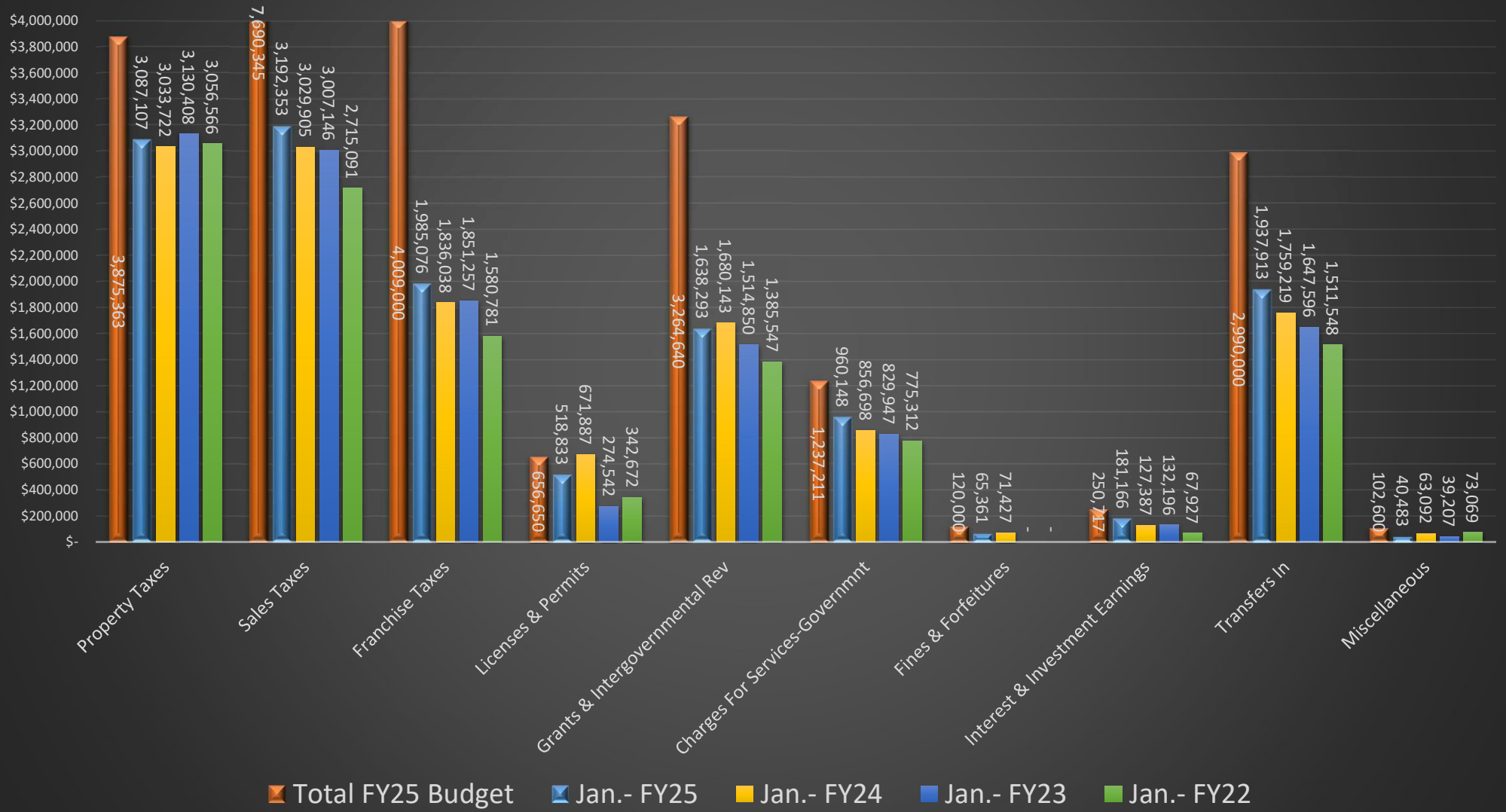
■ % of Budgeted Expenditures Spent - Includes Capital Outlay

At the end of January 58.33% of fiscal year 2025 has elapsed

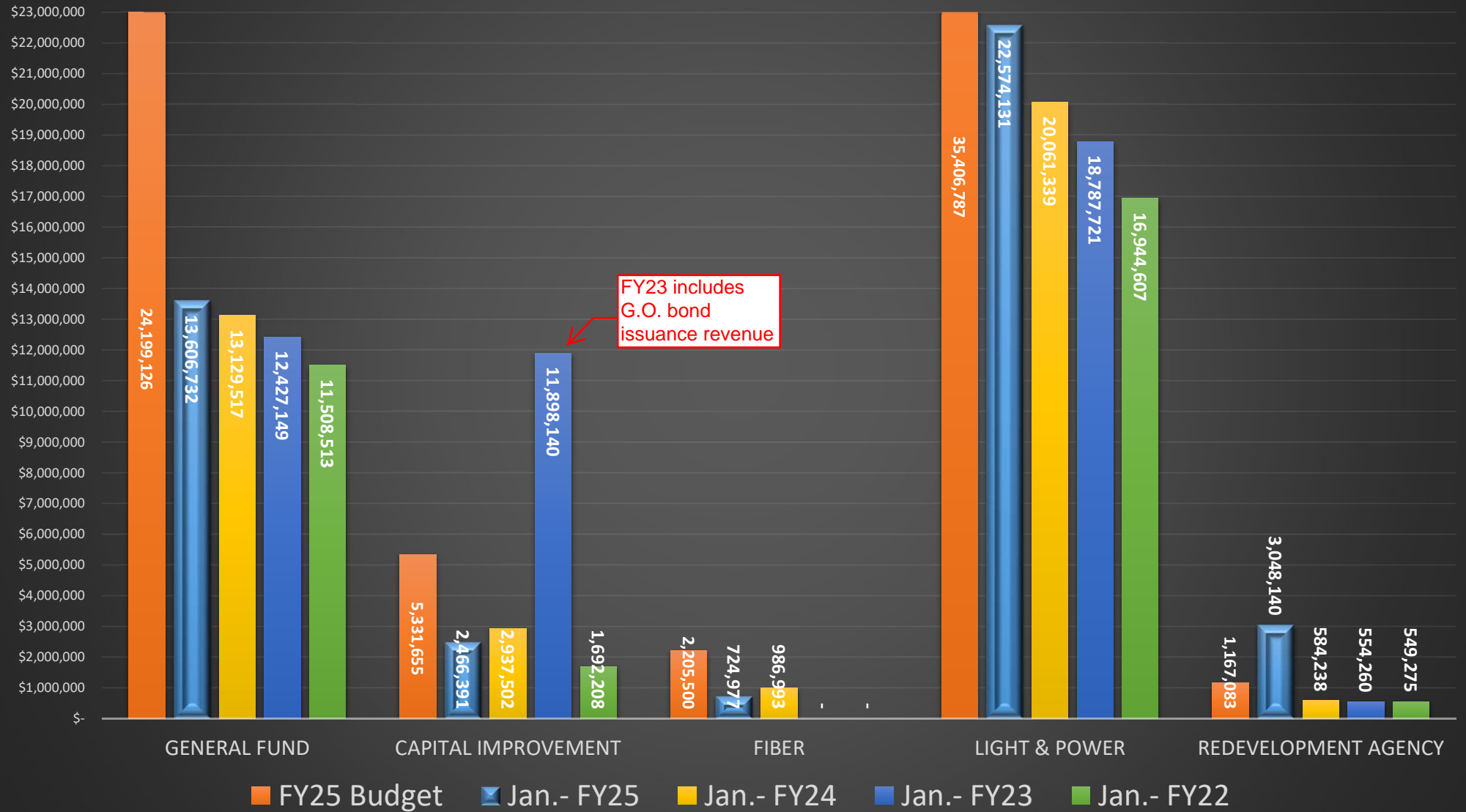


## General Fund Detailed Revenues - January 2025

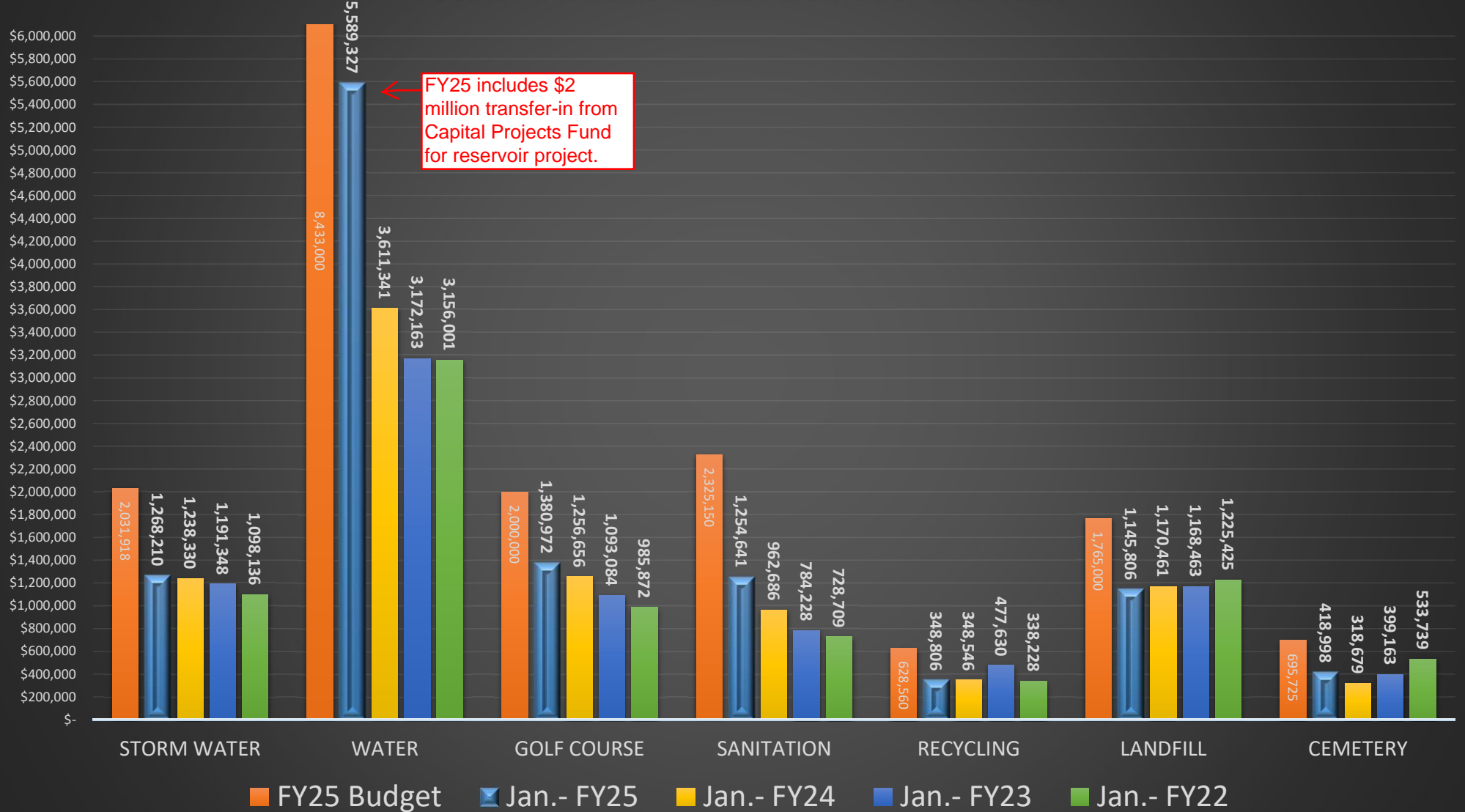
### YTD Revenues (Fiscal Year 2025) Compared to Budget and also the Revenues of the Same Timeframe of the Past Three Fiscal Years



## January 2025 YTD Revenues (Fiscal 2025) Compared to Budget and also the Revenues of Same Timeframe of the Past Three Fiscal Years

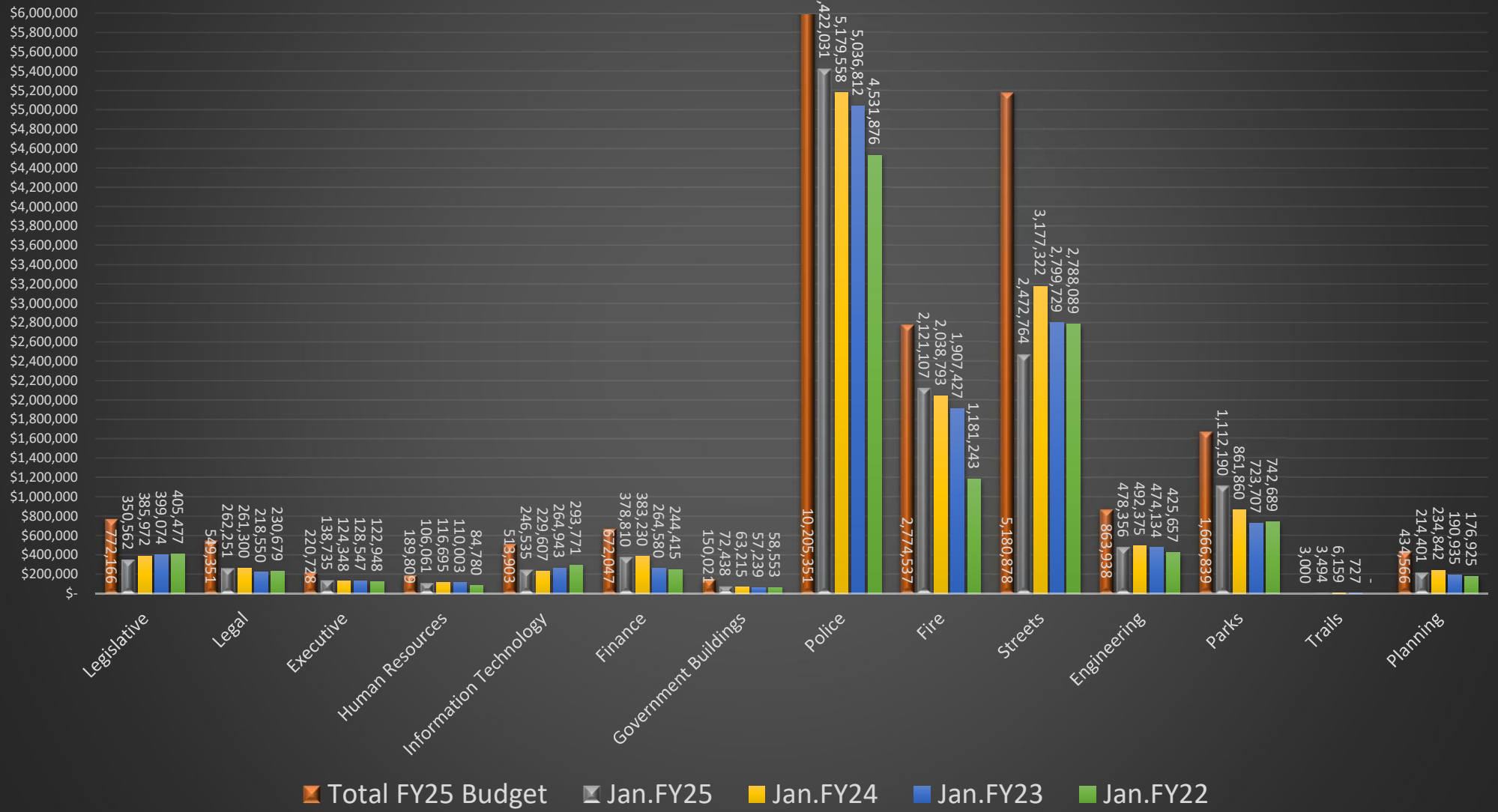


## January 2025 (Fiscal 2025) YTD Revenues Compared to Budget and also the Revenues of Same Timeframe of the Past Three Fiscal Years



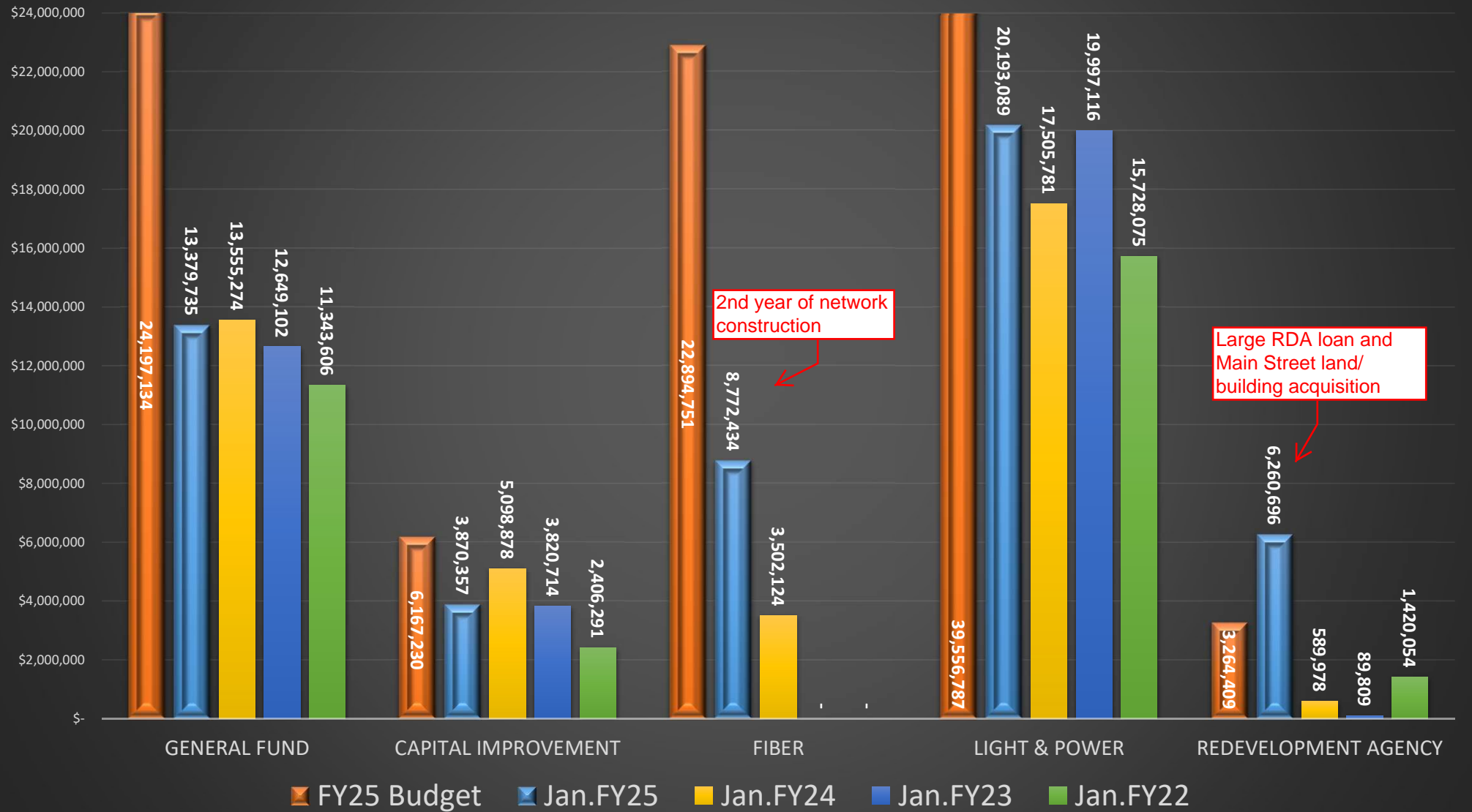
# General Fund Detailed Expenditures - January 2025

## Fiscal 2025 YTD Expenditures Compared to Budget and also the Expenditures of the Same Timeframe of the Past Three Fiscal Years

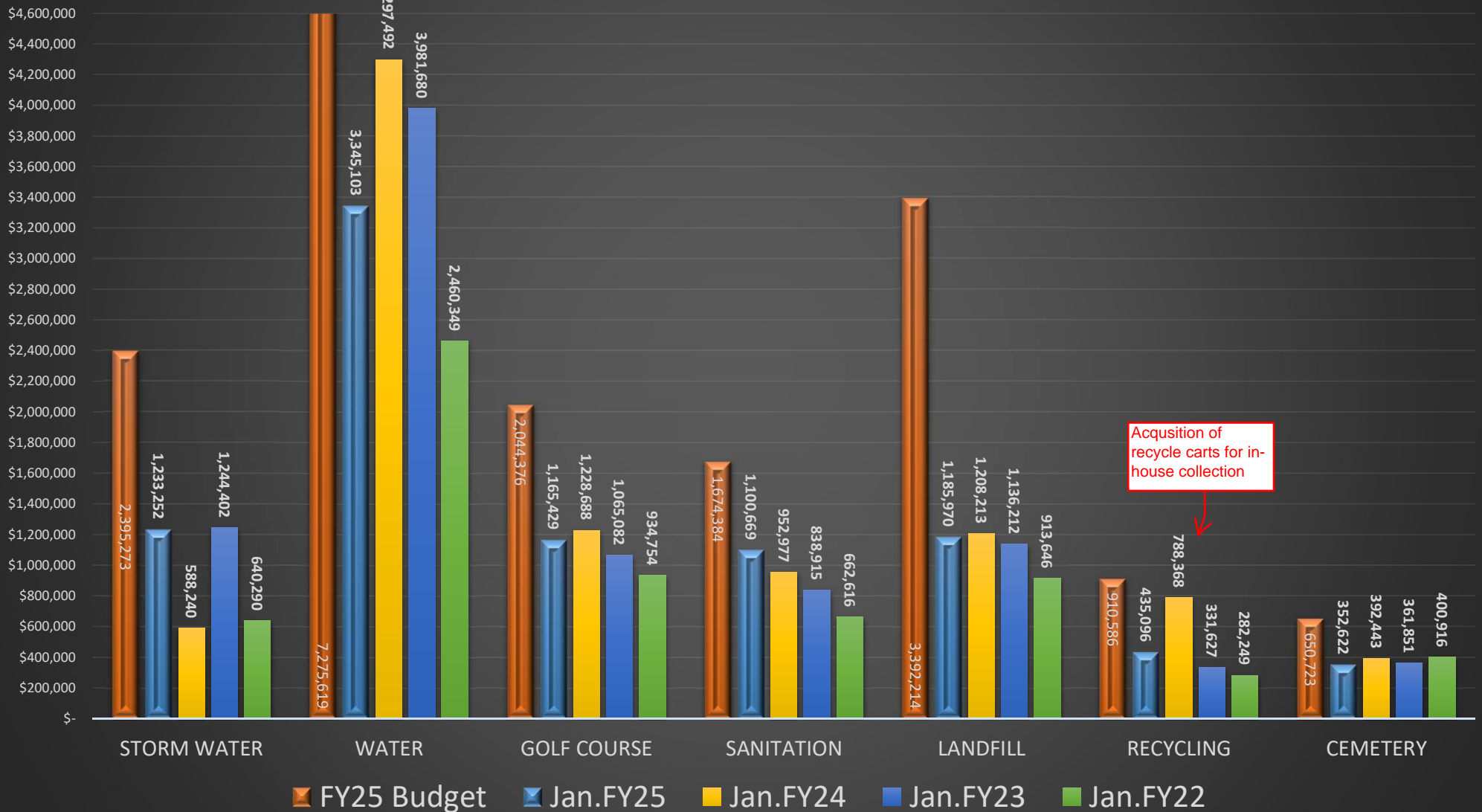




## January 2025 YTD (Fiscal 2025) Expenditures Compared to Budget and also the Expenditures of the Same Timeframe of the Past Three Fiscal Years



## January 2025 YTD (Fiscal 2025) Expenses Compared Budget and also the Expenses of the Same Timeframe of the Past Three Fiscal Years



## JANUARY 2025 - FY2025 REVENUE &amp; EXPENSE

FOR 2025 07

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>10 GENERAL FUND</b>							
1010 Property Tax Revenues	-3,875,363	-3,875,363	-3,087,106.96	-482,346.46	.00	-788,256.04	79.7%
1020 Sales Tax Revenues	-7,690,345	-7,690,345	-3,192,352.88	-610,974.72	.00	-4,497,992.12	41.5%
1030 Franchise Tax Revenues	-4,009,000	-4,009,000	-1,985,076.23	-351,662.83	.00	-2,023,923.77	49.5%
1040 Property Tax Increment Re	-2,600	-2,600	.00	.00	.00	-2,600.00	.0%
2000 License & Permit Revenues	-656,650	-656,650	-518,832.81	-90,629.16	.00	-137,817.19	79.0%
3000 Grants & Intergovernmental Re	-3,264,640	-3,264,640	-1,638,292.50	-503,975.37	.00	-1,626,347.50	50.2%
3100 Fine & Forfeiture Revenue	-120,000	-120,000	-65,360.84	-13,092.03	.00	-54,639.16	54.5%
4000 Charges For ServicesRev-Gover	-1,237,211	-1,237,211	-960,148.16	-418,835.15	.00	-277,062.84	77.6%
4110 Legislative Expenditures	772,166	772,166	350,561.96	36,225.38	.00	421,604.04	45.4%
4120 Legal Expenditures	549,351	549,351	262,251.05	40,886.60	.00	287,099.95	47.7%
4130 Executive Expenditures	220,728	220,728	138,735.48	17,948.33	.00	81,992.52	62.9%
4134 Human Resources Expenditures	189,809	189,809	106,061.18	15,378.67	.00	83,747.82	55.9%
4136 Information Technology Expend	513,903	513,903	246,535.11	37,527.73	.00	267,367.89	48.0%
4140 Finance Expenditures	672,047	672,047	378,809.86	88,441.84	.00	293,237.14	56.4%
4160 Government Buildings Expendit	150,021	150,021	72,438.44	7,166.68	.00	77,582.56	48.3%
4210 Police Expenditures	7,661,433	7,661,433	4,114,750.18	603,880.58	.00	3,546,682.82	53.7%
4215 Reserve Officers Expenditures	10,000	10,000	.00	.00	.00	10,000.00	.0%
4216 Crossing Guards Expenditures	163,386	163,386	93,373.85	9,002.36	.00	70,012.15	57.1%
4217 School Resource Officer Expen	508,324	508,324	203,781.96	22,797.63	.00	304,542.04	40.1%
4218 Liquor Control Expenditures	44,001	44,001	15,776.92	833.33	.00	28,224.08	35.9%
4219 PSAP - E911 Expenditures	1,818,207	1,818,207	994,348.20	152,981.13	.00	823,858.80	54.7%
4220 Fire/EMS Expenditures	2,774,537	2,774,537	2,121,106.50	.00	.00	653,430.50	76.4%
4410 Streets Expenditures	5,180,878	5,180,878	2,472,764.41	220,270.30	.00	2,708,113.59	47.7%
4450 Engineering Expenditures	863,938	863,938	478,356.44	71,346.93	.00	385,581.56	55.4%
4510 Parks Expenditures	1,666,839	1,666,839	1,112,189.62	113,631.88	.00	554,649.38	66.7%
4550 Trails Expenditures	3,000	3,000	3,493.53	485.99	.00	-493.53	116.5%
4610 Planning Expenditures	434,566	434,566	214,400.52	30,921.22	.00	220,165.48	49.3%
6000 Miscellaneous	-102,600	-102,600	-40,482.55	-4,131.75	.00	-62,117.45	39.5%
6010 Interest & Investment Earning	-250,717	-250,717	-181,165.56	-29,862.97	.00	-69,551.44	72.3%
8010 Transfers In	-2,990,000	-2,990,000	-1,937,913.37	-265,436.12	.00	-1,052,086.63	64.8%
TOTAL GENERAL FUND	-1,992	-1,992	-226,996.65	-1,301,219.98	.00	225,004.65*****%	
TOTAL REVENUES	-24,199,126	-24,199,126	-13,606,731.86	-2,770,946.56	.00	-10,592,394.14	
TOTAL EXPENSES	24,197,134	24,197,134	13,379,735.21	1,469,726.58	.00	10,817,398.79	
<b>30 DEBT SERVICE</b>							
1010 Property Tax Revenues	-541,950	-541,950	-417,515.58	-66,019.48	.00	-124,434.42	77.0%

## JANUARY 2025 - FY2025 REVENUE &amp; EXPENSE

FOR 2025 07

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
4710 Debt Sevice	559,596	559,596	565,862.24	407,601.59	.00	-6,266.24	101.1%
6010 Interest & Investment Earning	-600	-600	-2,200.88	-146.17	.00	1,600.88	366.8%
TOTAL DEBT SERVICE	17,046	17,046	146,145.78	341,435.94	.00	-129,099.78	857.4%
TOTAL REVENUES	-542,550	-542,550	-419,716.46	-66,165.65	.00	-122,833.54	
TOTAL EXPENSES	559,596	559,596	565,862.24	407,601.59	.00	-6,266.24	

## 45 CAPITAL IMPROVEMENT

1020 Sales Tax Revenues	-3,629,655	-3,629,655	-1,497,244.51	-296,857.44	.00	-2,132,410.49	41.3%
3000 Grants & Intergovernmental Re	-125,000	-125,000	.00	.00	.00	-125,000.00	.0%
4110 Legislative Expenditures	2,290,000	2,290,000	2,001,200.00	.00	.00	288,800.00	87.4%
4136 Information Technology Expend	0	220,000	135,950.32	.00	.00	84,049.68	61.8%
4140 Finance Expenditures	0	4,000	7,211.98	1,464.37	.00	-3,211.98	180.3%
4160 Government Buildings Expendit	0	70,000	.00	.00	.00	70,000.00	.0%
4210 Police Expenditures	792,230	792,230	684,123.71	128,865.68	.00	108,106.29	86.4%
4410 Streets Expenditures	2,176,000	2,176,000	886,954.54	4,040.34	.00	1,289,045.46	40.8%
4510 Parks Expenditures	70,000	70,000	67,849.00	.00	.00	2,151.00	96.9%
4550 Trails Expenditures	545,000	545,000	87,067.25	5,187.00	.00	457,932.75	16.0%
6000 Miscellaneous	0	0	-22,381.47	-3,757.46	.00	22,381.47	100.0%
6010 Interest & Investment Earning	-922,000	-922,000	-903,294.03	-146,514.69	.00	-18,705.97	98.0%
6020 Sale of Capital Assets	-50,000	-50,000	-25,745.00	-25,745.00	.00	-24,255.00	51.5%
8000 Contribution Revenue	-5,000	-5,000	-17,725.55	.00	.00	12,725.55	354.5%
8010 Transfers In	-600,000	-600,000	.00	.00	.00	-600,000.00	.0%
TOTAL CAPITAL IMPROVEMENT	541,575	835,575	1,403,966.24	-333,317.20	.00	-568,391.24	168.0%
TOTAL REVENUES	-5,331,655	-5,331,655	-2,466,390.56	-472,874.59	.00	-2,865,264.44	
TOTAL EXPENSES	5,873,230	6,167,230	3,870,356.80	139,557.39	.00	2,296,873.20	

## 49 STORM WATER

4900 Storm Water Expenses	2,395,273	2,395,273	1,233,251.78	54,473.18	.00	1,162,021.22	51.5%
6000 Miscellaneous	-5,800	-5,800	-3,594.00	-599.00	.00	-2,206.00	62.0%
6010 Interest & Investment Earning	-15,000	-15,000	-104,989.68	-13,484.33	.00	89,989.68	699.9%
7000 Charge For Services Rev.-Prop	-2,011,118	-2,011,118	-1,156,326.50	-172,617.10	.00	-854,791.50	57.5%
8020 Impact Fee Revenue	0	0	-3,300.00	.00	.00	3,300.00	100.0%
TOTAL STORM WATER	363,355	363,355	-34,958.40	-132,227.25	.00	398,313.40	-9.6%
TOTAL REVENUES	-2,031,918	-2,031,918	-1,268,210.18	-186,700.43	.00	-763,707.82	
TOTAL EXPENSES	2,395,273	2,395,273	1,233,251.78	54,473.18	.00	1,162,021.22	

## 50 FIBER

## JANUARY 2025 - FY2025 REVENUE &amp; EXPENSE

FOR 2025 07

50 FIBER	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
5000 Fiber Expenses	22,894,751	22,894,751	8,772,434.37	2,718,651.47	.00	14,122,316.63	38.3%
6010 Interest & Investment Earning	-1,800,000	-1,800,000	-626,013.97	-86,425.19	.00	-1,173,986.03	34.8%
7000 Charge For Services Rev.-Prop	-405,500	-405,500	-98,962.73	-17,083.80	.00	-306,537.27	24.4%
TOTAL FIBER	20,689,251	20,689,251	8,047,457.67	2,615,142.48	.00	12,641,793.33	38.9%
TOTAL REVENUES	-2,205,500	-2,205,500	-724,976.70	-103,508.99	.00	-1,480,523.30	
TOTAL EXPENSES	22,894,751	22,894,751	8,772,434.37	2,718,651.47	.00	14,122,316.63	

## 51 WATER

5100 Water Expenses	7,275,619	7,275,619	3,345,102.79	304,919.95	.00	3,930,516.21	46.0%
6000 Miscellaneous	-2,000	-2,000	-5,381.43	.00	.00	3,381.43	269.1%
6010 Interest & Investment Earning	-60,000	-60,000	-131,600.94	-16,619.07	.00	71,600.94	219.3%
6020 Sale of Capital Assets	-20,000	-20,000	-29,165.00	.00	.00	9,165.00	145.8%
7000 Charge For Services Rev.-Prop	-6,201,000	-6,201,000	-3,346,520.67	-446,897.15	.00	-2,854,479.33	54.0%
7010 Connection & Servicing Revenue	-40,000	-40,000	-12,450.36	-572.50	.00	-27,549.64	31.1%
8010 Transfers In	-2,000,000	-2,000,000	-2,000,000.00	.00	.00	.00	100.0%
8020 Impact Fee Revenue	-60,000	-60,000	-42,530.00	-11,028.00	.00	-17,470.00	70.9%
8030 Capital Contributions/Donatio	-50,000	-50,000	-21,679.00	-8,732.00	.00	-28,321.00	43.4%
TOTAL WATER	-1,157,381	-1,157,381	-2,244,224.61	-178,928.77	.00	1,086,843.61	193.9%
TOTAL REVENUES	-8,433,000	-8,433,000	-5,589,327.40	-483,848.72	.00	-2,843,672.60	
TOTAL EXPENSES	7,275,619	7,275,619	3,345,102.79	304,919.95	.00	3,930,516.21	

## 53 LIGHT &amp; POWER

5300 Light & Power Expenses	39,556,787	39,556,787	20,193,088.62	3,083,775.34	.00	19,363,698.38	51.0%
6000 Miscellaneous	-122,000	-122,000	-157,055.77	-40,015.74	.00	35,055.77	128.7%
6010 Interest & Investment Earning	-559,005	-559,005	-578,693.93	-72,196.10	.00	19,688.93	103.5%
6020 Sale of Capital Assets	-15,000	-15,000	.00	.00	.00	-15,000.00	.0%
7000 Charge For Services Rev.-Prop	-33,977,804	-33,977,804	-21,405,799.10	-2,906,285.62	.00	-12,572,004.90	63.0%
7010 Connection & Servicing Revenue	-100,000	-100,000	-53,144.57	-6,237.50	.00	-46,855.43	53.1%
7030 Equipment & Facility Rent Rev	-82,978	-82,978	-21,968.00	-70.00	.00	-61,010.00	26.5%
8030 Capital Contributions/Donatio	-550,000	-550,000	-357,469.55	-8,084.00	.00	-192,530.45	65.0%
TOTAL LIGHT & POWER	4,150,000	4,150,000	-2,381,042.30	50,886.38	.00	6,531,042.30	-57.4%
TOTAL REVENUES	-35,406,787	-35,406,787	-22,574,130.92	-3,032,888.96	.00	-12,832,656.08	
TOTAL EXPENSES	39,556,787	39,556,787	20,193,088.62	3,083,775.34	.00	19,363,698.38	

## 55 GOLF COURSE

## JANUARY 2025 - FY2025 REVENUE &amp; EXPENSE

FOR 2025 07

55	GOLF COURSE	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
5500	Golf Course Expenses	2,044,376	2,044,376	1,165,428.77	93,322.87	.00	878,947.23	57.0%
6000	Miscellaneous	-3,000	-3,000	-4,051.73	-19.65	.00	1,051.73	135.1%
6010	Interest & Investment Earning	-8,000	-8,000	-28,800.35	-2,910.68	.00	20,800.35	360.0%
7020	Admission & Lesson Fee Revnu	-1,136,000	-1,136,000	-742,115.40	.00	.00	-393,884.60	65.3%
7030	Equipment & Facility Rent Rev	-555,000	-555,000	-368,123.88	.00	.00	-186,876.12	66.3%
7040	Concession & Merchandise Sale	-298,000	-298,000	-237,881.09	-328.40	.00	-60,118.91	79.8%
	TOTAL GOLF COURSE	44,376	44,376	-215,543.68	90,064.14	.00	259,919.68	-485.7%
	TOTAL REVENUES	-2,000,000	-2,000,000	-1,380,972.45	-3,258.73	.00	-619,027.55	
	TOTAL EXPENSES	2,044,376	2,044,376	1,165,428.77	93,322.87	.00	878,947.23	
<b>57 LANDFILL</b>								
6010	Interest & Investment Earning	-288,758	0	.00	.00	.00	.00	.0%
	TOTAL LANDFILL	-288,758	0	.00	.00	.00	.00	.0%
	TOTAL REVENUES	-288,758	0	.00	.00	.00	.00	
<b>58 SANITATION</b>								
5800	Refuse Collection OperationsE	1,674,384	1,674,384	1,100,668.53	97,898.39	.00	573,715.47	65.7%
5810	Recycle CollectionOperationsE	910,586	910,586	435,096.21	45,888.27	.00	475,489.79	47.8%
5820	Landfill Operations Expenses	3,392,214	3,392,214	1,185,969.51	115,673.59	.00	2,206,244.49	35.0%
6002	Miscellaneous - Landfill	-30,000	-30,000	-17,332.59	-1,156.80	.00	-12,667.41	57.8%
6010	Interest & Investment Earning	-8,000	-296,758	-171,960.81	-21,987.05	.00	-124,797.19	57.9%
6012	Interest Earnings - Landfill	0	0	-110,307.80	-14,505.18	.00	110,307.80	100.0%
7000	Charge For Services Rev.-Prop	-2,028,392	-2,028,392	-1,082,680.20	-162,791.28	.00	-945,711.80	53.4%
7001	Charge For ServicesRev-Recycl	-628,560	-628,560	-348,805.59	-52,458.79	.00	-279,754.41	55.5%
7002	Charge For ServicesRev-Landfi	-1,735,000	-1,735,000	-1,018,165.65	-96,922.59	.00	-716,834.35	58.7%
	TOTAL SANITATION	1,547,232	1,258,474	-27,518.39	-90,361.44	.00	1,285,992.39	-2.2%
	TOTAL REVENUES	-4,429,952	-4,718,710	-2,749,252.64	-349,821.69	.00	-1,969,457.36	
	TOTAL EXPENSES	5,977,184	5,977,184	2,721,734.25	259,460.25	.00	3,255,449.75	
<b>59 CEMETERY</b>								
5900	Cemetery Expenses	650,723	650,723	352,622.05	42,749.82	.00	298,100.95	54.2%
6010	Interest & Investment Earning	-11,000	-11,000	-22,763.17	-2,931.83	.00	11,763.17	206.9%

## JANUARY 2025 - FY2025 REVENUE &amp; EXPENSE

FOR 2025 07

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
7000 Charge For Services Rev.-Prop	-576,100	-576,100	-339,410.00	-48,850.00	.00	-236,690.00	58.9%
7050 Cemetery Burial Plot Sale Rev	-108,625	-108,625	-56,825.00	-10,300.00	.00	-51,800.00	52.3%
TOTAL CEMETERY	-45,002	-45,002	-66,376.12	-19,332.01	.00	21,374.12	147.5%
TOTAL REVENUES	-695,725	-695,725	-418,998.17	-62,081.83	.00	-276,726.83	
TOTAL EXPENSES	650,723	650,723	352,622.05	42,749.82	.00	298,100.95	
<b>61 COMPUTER MAINTENANCE</b>							
4000 Charges For ServicesRev-Gover	-205,000	-205,000	-131,000.00	-131,000.00	.00	-74,000.00	63.9%
6000 Miscellaneous	0	0	-990.00	.00	.00	990.00	100.0%
6010 Interest & Investment Earning	-1,500	-1,500	488.37	-124.63	.00	-1,988.37	-32.6%
6100 Computer Maintenance Expendit	203,350	203,350	89,427.61	9,635.67	.00	113,922.39	44.0%
TOTAL COMPUTER MAINTENANCE	-3,150	-3,150	-42,074.02	-121,488.96	.00	38,924.02	1335.7%
TOTAL REVENUES	-206,500	-206,500	-131,501.63	-131,124.63	.00	-74,998.37	
TOTAL EXPENSES	203,350	203,350	89,427.61	9,635.67	.00	113,922.39	
<b>63 LIABILITY INSURANCE</b>							
6010 Interest & Investment Earning	-32,550	-32,550	-19,873.25	-1,741.57	.00	-12,676.75	61.1%
6300 Liability Insurance	1,054,165	1,054,165	415,929.23	261,254.30	.00	638,235.77	39.5%
7000 Charge For Services Rev.-Prop	-656,561	-656,561	.00	.00	.00	-656,561.00	.0%
TOTAL LIABILITY INSURANCE	365,054	365,054	396,055.98	259,512.73	.00	-31,001.98	108.5%
TOTAL REVENUES	-689,111	-689,111	-19,873.25	-1,741.57	.00	-669,237.75	
TOTAL EXPENSES	1,054,165	1,054,165	415,929.23	261,254.30	.00	638,235.77	
<b>64 WORKERS' COMP INSURANCE</b>							
6010 Interest & Investment Earning	-22,500	-22,500	-22,237.22	-2,935.32	.00	-262.78	98.8%
6400 Workers' Comp Insurance	514,814	514,814	211,026.38	91,404.63	.00	303,787.62	41.0%
7000 Charge For Services Rev.-Prop	-368,522	-368,522	-206,092.45	-27,283.01	.00	-162,429.55	55.9%
TOTAL WORKERS' COMP INSURANCE	123,792	123,792	-17,303.29	61,186.30	.00	141,095.29	-14.0%
TOTAL REVENUES	-391,022	-391,022	-228,329.67	-30,218.33	.00	-162,692.33	
TOTAL EXPENSES	514,814	514,814	211,026.38	91,404.63	.00	303,787.62	
<b>72 RDA REVOLVING LOAN FUND</b>							

## JANUARY 2025 - FY2025 REVENUE &amp; EXPENSE

FOR 2025 07

72	RDA REVOLVING LOAN FUND	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
6000	Miscellaneous	-149,713	-149,713	-121,536.71	-15,024.81	.00	-28,176.29	81.2%
6010	Interest & Investment Earning	-149,423	-149,423	-52,989.18	-5,161.62	.00	-96,433.82	35.5%
7200	RDA Revolving Loans Expenditu	1,500,480	1,500,480	3,740,103.25	17.25	.00	-2,239,623.25	249.3%
	TOTAL RDA REVOLVING LOAN FUND	1,201,344	1,201,344	3,565,577.36	-20,169.18	.00	-2,364,233.36	296.8%
	TOTAL REVENUES	-299,136	-299,136	-174,525.89	-20,186.43	.00	-124,610.11	
	TOTAL EXPENSES	1,500,480	1,500,480	3,740,103.25	17.25	.00	-2,239,623.25	
<b>73 REDEVELOPMENT AGENCY</b>								
1010	Property Tax Revenues	-79,000	-79,000	.00	.00	.00	-79,000.00	.0%
1040	Property Tax Increment Revenue	-764,947	-764,947	-400,000.00	-400,000.00	.00	-364,947.00	52.3%
4000	Charges For ServicesRev-Gover	0	0	-36,000.00	-6,000.00	.00	36,000.00	100.0%
6010	Interest & Investment Earning	-24,000	-24,000	-37,614.20	-5,658.44	.00	13,614.20	156.7%
7300	Redevelopment Agency Expendit	1,763,929	1,763,929	2,520,593.04	39,164.40	.00	-756,664.04	142.9%
8010	Transfers In	0	0	-2,400,000.00	.00	.00	2,400,000.00	100.0%
	TOTAL REDEVELOPMENT AGENCY	895,982	895,982	-353,021.16	-372,494.04	.00	1,249,003.16	-39.4%
	TOTAL REVENUES	-867,947	-867,947	-2,873,614.20	-411,658.44	.00	2,005,667.20	
	TOTAL EXPENSES	1,763,929	1,763,929	2,520,593.04	39,164.40	.00	-756,664.04	
<b>74 CEMETERY PERPETUAL CARE</b>								
6010	Interest & Investment Earning	-72,000	-72,000	-60,260.73	-7,740.18	.00	-11,739.27	83.7%
7050	Cemetery Burial Plot Sale Rev	-43,000	-43,000	-36,075.00	-8,150.00	.00	-6,925.00	83.9%
7400	Cemetery Perpetual Care Expen	451	451	466.08	84.07	.00	-15.08	103.3%
	TOTAL CEMETERY PERPETUAL CARE	-114,549	-114,549	-95,869.65	-15,806.11	.00	-18,679.35	83.7%
	TOTAL REVENUES	-115,000	-115,000	-96,335.73	-15,890.18	.00	-18,664.27	
	TOTAL EXPENSES	451	451	466.08	84.07	.00	-15.08	
<b>78 LANDFILL CLOSURE</b>								
6010	Interest & Investment Earning	-45,600	-45,600	-29,485.24	-3,877.23	.00	-16,114.76	64.7%
	TOTAL LANDFILL CLOSURE	-45,600	-45,600	-29,485.24	-3,877.23	.00	-16,114.76	64.7%
	TOTAL REVENUES	-45,600	-45,600	-29,485.24	-3,877.23	.00	-16,114.76	
<b>83 RAP TAX</b>								



## JANUARY 2025 - FY2025 REVENUE &amp; EXPENSE

FOR 2025 07

83	RAP TAX	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1050	RAP Tax Revenues	-750,000	-750,000	-345,755.95	-77,252.74	.00	-404,244.05	46.1%
6010	Interest & Investment Earning	-8,000	-8,000	-7,554.13	-1,515.73	.00	-445.87	94.4%
8300	RAP Tax Expenditures	928,800	928,800	83,266.76	16.46	.00	845,533.24	9.0%
	TOTAL RAP TAX	170,800	170,800	-270,043.32	-78,752.01	.00	440,843.32	-158.1%
	TOTAL REVENUES	-758,000	-758,000	-353,310.08	-78,768.47	.00	-404,689.92	
	TOTAL EXPENSES	928,800	928,800	83,266.76	16.46	.00	845,533.24	
<b>99 INVESTMENT</b>								
6010	Interest & Investment Earning	0	0	-656,341.50	-54,748.03	.00	656,341.50	100.0%
	TOTAL INVESTMENT	0	0	-656,341.50	-54,748.03	.00	656,341.50	100.0%
	TOTAL REVENUES	0	0	-656,341.50	-54,748.03	.00	656,341.50	
	GRAND TOTAL	28,453,375	28,747,375	6,898,404.70	695,505.76	.00	21,848,970.30	24.0%

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



# City Council Staff Report



**Subject: Appoint Taylor Cook to the Bountiful City Community Service Council**  
**Author: Gary Hill, City Manager and Sophia Ward, City Recorder**  
**Date: 17 March 2025**

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## **Background**

Mrs. Taylor Cook has expressed interest in serving on the Bountiful City Community Service Council. She is eager to contribute to the development and improvement of community programs and initiatives, and her involvement would bring a dedicated and thoughtful perspective to the council.

## **Analysis**

Mrs. Taylor Cook's willingness to engage in community service and her desire to be involved in city initiatives make her a valuable candidate for the Bountiful City Community Service Council. Her appointment would support the council's mission of enhancing the well-being of residents and fostering a collaborative environment for community-driven projects.

## **Department Review**

This review was completed by the City Manager.

## **Significant Impacts**

None

## **Recommendation**

It is recommended that the council approve the appointment of Mrs. Taylor Cook to the Bountiful City Community Service Council.

## **Attachments**

None



# City Council Staff Report

**Subject:** TACO Replacement Pumps  
**Author:** Lieutenant Mike Sheldon  
**Department:** Police Department  
**Date:** March 4, 2025



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## **Background**

The current water distribution system in our Police Department relies on TACO water pumps and a 3-way valve for hot water, each have been in operation since 1996. TACO is the brand of the pump which circulates water in a HVAC system. These pumps and valves are critical for maintaining consistent water pressure and ensuring a reliable water supply to our building. However, recent assessments have identified several issues with the existing pipes, pumps and valves including breakdowns, inefficiencies, and increased maintenance costs.

## **Analysis**

An analysis of the current system was conducted and indicates the current system has aged significantly and is constructed of pipes of multiple diameters, causing pressure variations, flow rate and friction loss which leads to system inefficiency or failure.

Other bids were not sought because Johnson Controls already has an in-depth understanding of our current equipment, ensuring consistent and reliable maintenance. They currently provide service maintenance on this equipment. Their familiarity with our systems reduces project completion time and other potential errors, leading to more efficient operations.

The TACO water pump system is designed to circulate and transfer hot water quickly and efficiently throughout the building. There are sufficient capital funds in our FY25 budget.

The 3-way valve allows mixing, diverting, or isolating flow of water.

## **Department Review**

The Police Department and City Manager have reviewed this staff report.

## **Significant Impacts**

Sufficient funding is budgeted to complete the project.

## **Recommendation**

Staff recommends the City Council approve a contract with Johnson Controls in the amount of \$64,112 for the replacement pumps and \$4,967 for the 3-way valve replacement for a total cost of \$69,089

## **Attachments**

Johnson Controls Proposal(s)



# PROPOSAL

Johnson Controls, INC  
2255 Technology PRKWY  
West Valley City, UT 84119  
Tel. (801) 946-5850  
FAX (801) 973-4379

TO: Bountiful Justice Bldg

Date: 2/24/25

Project: Replace pumps

ATTN: Bruce

Johnson Controls is pleased to provide the following scope of work & proposal for project. Scope of work below.

**Scope of work: Remove old pumps and install new TACO replacement pumps (2) Hot water pumps and motors (2) Condenser pumps (2) chilled water pumps Install new pump skids, pump and motor include new electrical Whips, no new line side electrical is included if necessary. Replace suction diffuser on all new pumps. Include new Pipe, fittings, welding as needed. Include shaft grounding on new motors.**

Total Price: \$64,112

## EXCLUSIONS:

- Equipment pricing is upon availability and does not include any price increases
- Any work not mentioned in this proposal.
- Freight, cost increases, tariff are not included and could increase the job costs

## CLARIFICATIONS:

- All work performed during normal working hours (8:00 AM – 5:00 PM) Monday - Friday
- Access to working areas shall be provided in a timely and coordinated fashion

Thank you for the opportunity to provide this proposal and we are looking forward to working with you on another successful project.

(IMPORTANT: This proposal incorporates by reference the standard terms and conditions.)

This proposal and alternates listed  
Below are hereby accepted and  
Johnson Controls is authorized to  
proceed with work; subject, however  
to credit approval by Johnson Controls, Inc.,  
Milwaukee, Wisconsin.

This proposal is valid until:

\_\_\_\_\_  
Purchaser

Johnson Controls, Inc.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# PROPOSAL

Johnson Controls, INC  
2255 Technology PRKWY  
West Valley City, UT 84119  
Tel. (801) 946-5850  
FAX (801) 973-4379

TO: Bountiful Justice Bldg

Date: 2/24/25

ATTN: Bruce

Project: Replace hot water 3 way valve

Johnson Controls is pleased to provide the following scope of work & proposal for project. Scope of work below.

Scope of work: (1) 4 inch Globe valve and 24 volt control voltage, (1) pipe and fittings Pickup materials for the hot water 3 way valve, install the new valve and fittings for the retrofit. Leak check the new valve and set up operation. Test operation and control via the Metasys control system.

Total Price: \$4,967 plus frt

## EXCLUSIONS:

- Equipment pricing is upon availability and does not include any price increases
- Any work not mentioned in this proposal.

## CLARIFICATIONS:

- All work performed during normal working hours (8:00 AM – 5:00 PM) Monday - Friday
- Access to working areas shall be provided in a timely and coordinated fashion
- Price increases, freight, Tariff, all not included and could impact final price

Thank you for the opportunity to provide this proposal and we are looking forward to working with you on another successful project.

(IMPORTANT: This proposal incorporates by reference the standard terms and conditions.)

This proposal and alternates listed  
Below are hereby accepted and  
Johnson Controls is authorized to  
proceed with work; subject, however  
to credit approval by Johnson Controls, Inc.,  
Milwaukee, Wisconsin.

This proposal is valid until:

\_\_\_\_\_  
Purchaser

Johnson Controls, Inc.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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# City Council Staff Report

**Subject:** Boiler Replacement  
**Author:** Lieutenant Mike Sheldon  
**Department:** Police Department  
**Date:** March 4, 2025



## **Background**

The Raypak boiler at the Bountiful Police Department is a critical component of our heating and hot water systems. It ensures a comfortable working environment for our employees and visitors by providing consistent heating and hot water. This boiler was installed in 1996. The typical life span of this type of boiler is 15-25 years. The current boiler does not meet the latest energy efficiency standards and is becoming increasingly difficult to service.

## **Analysis**

An analysis of the current system was conducted and indicates the current system has aged significantly and it is no longer feasible to repair the equipment. Efforts to maintain this equipment over the past several years have had limited success.

The new Laars NeoTherm NT2H800 is a high-efficiency, condensing boiler designed for commercial applications. This unit is suitable for office buildings and meets the latest efficiency and safety standards. This model is known for its high efficiency, reliability, and compliance with environmental regulations.

Other bids were not sought because Johnson Controls already has an in-depth understanding of our current equipment and has recommended the replacement of the boiler. They currently provide limited-service maintenance on this equipment. Their familiarity with our systems reduces project completion time and other potential errors, leading to more efficient operations. There are sufficient capital funds in our FY25 budget.

## **Department Review**

The Police Department and City Manager have reviewed this staff report.

## **Significant Impacts**

Sufficient funding is budgeted to complete this project.

## **Recommendation**

Staff recommends the Council approve a contract with Johnson Controls in the amount of \$44,854

## **Attachments**

Johnson Controls Proposal(s)



# PROPOSAL

Johnson Controls, INC  
2255 Technology PRKWY  
West Valley City, UT 84119  
Tel. (801) 946-5850  
FAX (801) 973-4379

TO: Bountiful Justice Bldg

Date: 2/25/25

Project: Replace Raypac culinary boiler

ATTN: Bruce

Johnson Controls is pleased to provide the following scope of work & proposal for project. Scope of work below.

**Scope of work: Furnish and install one 800,000 BTU hot water culinary boiler with stainless heat exchanger. Laars Neotherm NT2H800 model, remove the Raypac boiler, disconnect the water, gas and flue. Install the new Laars on the same pedestal pad. Retrofit the supply water connection and makeup air connection. Connect electrical And run a new flue using the same flue path out of the building, into the outside and attach up the wall. Set up Controls and start operation.**

Total Price: 44,854

## EXCLUSIONS:

- Equipment pricing is upon availability and does not include any price increases
- Any work not mentioned in this proposal. Any line voltage modifications
- Any overtime not included if wall opening is needed for larger flue, this will be additional cost

## CLARIFICATIONS:

- All work performed during normal working hours (8:00 AM – 5:00 PM) Monday - Friday
- Access to working areas shall be provided in a timely and coordinated fashion

Thank you for the opportunity to provide this proposal and we are looking forward to working with you on another successful project.

(IMPORTANT: This proposal incorporates by reference the standard terms and conditions.)

This proposal and alternates listed  
Below are hereby accepted and  
Johnson Controls is authorized to  
proceed with work; subject, however  
to credit approval by Johnson Controls, Inc.,  
Milwaukee, Wisconsin.

This proposal is valid until:

Johnson Controls, Inc.

\_\_\_\_\_  
Purchaser

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# City Council Staff Report

**Subject: Fire Hydrant Purchases**

**Author: Kraig Christensen**

**Department: Water**

**Date: March 25, 2025**



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## **Background**

Fire hydrants play a significant role in our distribution system. Hydrants are used for fire protection, and we use them to flush after leak repairs have been made. We also use them to maintain our water quality throughout the system through our flushing program. Because of the importance of properly functioning hydrants, we replace hydrants during our annual pipe replacement projects and install hydrants during projects that require us to install a new main line for new construction.

## **Analysis**

It was during the planning for our next project that we found that by purchasing a larger quantity of fire hydrants we could get a better price per hydrant. This purchase would allow us to have the necessary fire hydrants in our inventory to complete our scheduled pipe replacement projects and not have to wait for lead times. We would also have a few on hand that could be used when a hydrant needs to be replaced.

We asked three vendors for bids and received three bids. The bids are as follows.

- Mountainland Supply Company: \$54,822
- Core & Main \$53,167
- Ferguson Waterworks: \$52,875

## **Department Review**

This has been reviewed by the City Manager and Public Works Director.

## **Significant Impacts**

The purchase is a budgeted item under the Distribution Repair and Maintenance.

## **Recommendation**

It is the staff recommendation that the council approve the purchase of 15 fire hydrants from Ferguson Waterworks in the amount of \$52,875.

## **Attachments**

None



# City Council Staff Report

**Subject:** 2025 Pavement Striping Renewal  
**Author:** Charles Benson  
**Department:** Streets  
**Date:** March 25, 2025



## **Background**

Each year the Street Department coordinates the re-striping of roads throughout the City. In addition to center and shoulder lines, the crosswalks, turn arrows and pavement messages (“school”, “30 mph”, etc.) are included. Approximately 92 miles of striping is refreshed each year. All Star Striping / Road Safe Traffic Systems Inc. has the contract to provide this service to the City. This contract includes an annual contract extension clause which would allow renewals for up to 5 years. They are very familiar with the City’s needs and expectations, and staff has full confidence in their ability to complete this work.

## **Analysis**

All Star Striping / Road Safe Traffic Systems Inc. has requested a renewal for FY26 with an increase in unit price to cover the rising cost of materials.

FY 26 quote	\$160,048	
FY 25 cost	<u>\$149,524</u>	
	\$ 10,524	Increase over last year

## **Department Review**

This memo has been reviewed by the City Engineer and the City Manager.

## **Significant Impacts**

Funding for this work has been included in the Street Department’s Operating Supplies budget line item for FY2026.

## **Recommendation**

It is recommended that the City Council accept the proposal of All Star Striping / Road Safe Traffic Systems Inc. and extend the contract for FY26 at the unit prices quoted.

## **Attachments**

none



# City Council Staff Report



**Subject:** Power Department Dispatch Center Lighting approval for Shupe Electric  
**Author:** Allen Ray Johnson  
**Department:** Light & Power  
**Date:** March 25, 2025

---

## **Background**

The power department Dispatch Center was constructed in 2011. The building has some of the early LED lighting and control equipment installed. The lighting and controls are failing, and they need to be replaced.

We contacted three local electrical contractors to obtain quotes to update the lighting equipment.

## **Analysis**

We have received the following quotes.

Contractor	Total
Shupe Electric	\$33,571
Hunt Electric	\$36,730
JP Electric	incomplete

We met with JP Electric to go over their quote, and they discovered that they had missed several items and were not able to complete the project with the quote they provided.

## **Department Review**

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

## **Significant Impacts**

The funds for the Dispatch Center lighting will be from the plant account 535300-448613.

## **Recommendation**

Staff recommend approval of the quote from Shupe Electric to update the dispatch lighting equipment for the total amount of \$33,571.

This item will be discussed at the Power Commission meeting Tuesday morning, March 25, 2025, and we will bring their recommendation to the City Council meeting that night.

**Attachments** None





# City Council Staff Report



**Subject:** Northwest Substation Relay Panel purchase from Specialty Electronics  
**Author:** Allen Ray Johnson, Director  
**Department:** Light & Power  
**Date:** March 25, 2025

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## **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 off 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. If all the equipment and materials needed for the project cannot be received in time to meet this schedule, we may need to postpone the demolition and reschedule the in-service date.

We are in the process of bidding out all the new equipment and materials to determine the actual start time for this project.

The new substation will include new Relay Panels that will monitor and control the equipment in the substation.

## **Analysis**

We invited five manufacturers to bid on the Relay Panels and received the following bids.

The results for the bid opening are as follows:

<b>Local Sales Rep. (Transformer Manufacturer)</b>	<b>Manufacturing Plant Location</b>	<b>Total Price</b>	<b>Delivery</b>
<b>Specialty Electrics, Inc.</b>	<b>Powell, Wyoming</b>	<b>\$180,375</b>	<b>28 weeks</b>
Schweitzer Eng. Laboratories	Mexico	\$180,892	15 weeks
Phasr Industries	Hurricane, Utah	\$184,389	18 weeks
Instrument Control Center	Salt Lake City, Utah	\$185,394	14 weeks
Gexpro	Salt Lake City, Utah	\$199,385	16 weeks

We have experience with the Specialty Electrics product. They provided the Relay Panels for the new 138 Substation in 2018.

**Department Review**

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

**Significant Impacts**

The Relay Panels will be purchased from account 535300-474790, NW Substation.

**Recommendation**

Staff recommend approval of the Specialty Electrics Relay Panel bid of \$180,375.

This item will be discussed at the Power Commission meeting Tuesday morning, March 25, 2025, and we will bring their recommendation to the City Council meeting that night.

**Attachments**

None

# City Council Staff Report



**Subject:** Echo Hydro Transmission Line Material Purchase  
From Anixter-Wesco  
**Author:** Allen Ray Johnson  
**Department:** Light & Power  
**Date:** March 25, 2025

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## **Background**

In the upcoming FY 2025-26 budget we have identified the need to perform fire mitigation work on the Echo hydro transmission line. The Echo line is approximately 40 years old and 26 miles long. Over the years inspections and outages have revealed a couple of insulator failures. It is time to do preventive maintenance on this line. This work will consist of replacing crossarms, insulators, and pole gains. The work will take place in multiple phases over the next four to five years.

## **Analysis**

The crossarms and insulators will be used to rebuild the first phase of the Echo transmission line. Specifications and an invitation to submit a quote for the material were sent out to two (3) major suppliers. The quotation is for the following quantities:

- (20) Crossarms varying in length from 11 feet 6 inches to 25 feet
- (114) 69 KV Deadend Suspension Insulators
- (12) Horizontal Post Poly Insulators
- (100) Pole gains

Distributors/Manufacture	Total switch Cost	Delivery
Anixter-Wesco Salt Lake City, Utah	\$36,841	16 weeks
Alpha Power systems Woods Cross, Utah	\$61,737	6-18 weeks
Irby Utilities West Valley, Utah	Incomplete quote	Incomplete quote

## **Department Review**

This has been reviewed by the staff and the City Manager.

**Significant Impacts**

The arms, insulators and pole gains will be purchased and designated to the Echo Hydro Transmission maintenance account #535300-448631.

**Recommendation**

Staff recommends the approval of the quote for crossarms, insulators and pole gains from Anixter-Wesco for the total sum of \$36,841.

This item will be discussed at the Power Commission meeting Tuesday morning, March 25, 2025, and we will bring their recommendation to the City Council meeting that night.

**Attachments**

None

# City Council Staff Report

**Subject:** Power Poles Purchase from Stella-Jones  
**Author:** Allen Ray Johnson, Director  
**Department:** Light & Power  
**Date:** March 25, 2025



## **Background**

Our Inventory of distribution wood power poles is running low, and we need to replenish it. The poles will be used to replace damaged or rotten poles on the system and for new construction projects throughout the city.

We also need two (2) 70-foot transmission wood poles for the Northwest Substation rebuild project.

## **Analysis**

We have received quotes for these poles from Stella-Jones in Tacoma, Washington. They are a single source item because no other supplier provides butt treated poles.

Quantity	Description	Price Each	Total	Delivery
25	35-foot class 3 wood pole	\$868.36	\$21,709	11-12 weeks
25	45-foot class 3 wood pole	\$1,311.08	\$32,777	11-12 weeks
2	70-foot class 1 wood pole	\$3,919.50	\$7,839	11-12 weeks

**Total Quote=\$62,325**

## **Department Review**

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

## **Significant Impacts**

The 50 Distribution poles will be purchased and placed into inventory until they are used, and the two 70-foot Transmission poles will be purchased from the Northwest Substation capital account 535300-474790.

## **Recommendation**

Staff recommend approval of the pole purchase from Stella-Jones for the total amount of \$62,325.

This item will be discussed at the Power Commission meeting Tuesday morning, March 25, 2025, and we will bring their recommendation to the City Council meeting that night.

## **Attachments**

None



# City Council Staff Report



**Subject:** Directional Boring Bid Approval for Salt City Drilling  
**Author:** Allen Ray Johnson, Director  
**Department:** Light & Power  
**Date:** March 25, 2025

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## **Background**

We have several underground distribution circuits and streetlight circuits throughout our system that need to have new conduit and wire installed. These projects are designed to increase the system reliability, provide additional capacity and back up to our system, and repair existing lights that no longer work. To minimize the inconvenience to residents and limit the restoration of property we have requested bids from contractors to install these conduits using directional boring. There is one (1) Distribution Feeder System Project and three (3) Streetlight Projects sites (see attached maps), each bore consists of 1 to 4 conduits, with 7,460 total linear feet.

## **Analysis**

Specifications were sent out to boring contractors, and we received six (6) sealed bids. A bid opening was held on March 14, 2025.

The results are as follows:

<b>Company / Location</b>	<b>Bid Price</b>
Salt City Drilling, West Bountiful, Ut	\$306,376
BMEI, Salt Lake City, Ut	\$389,719
Down Under Construction, North Salt Lake, Ut	\$407,711
Hunt Electric, Inc. Salt lake City, Ut	\$491,710
Americom Tech. LLC West Valley, Ut	\$574,269
Renegade, Salt Lake City, Ut	\$593,413

## **Department Review**

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

## **Significant Impacts**

This work is identified in the FY 2024-25 budget and is within the identified budget. The projects will be funded from two different accounts, 573 Feeder Upgrade capital account and Streetlight maintenance account.

**Recommendation**

Staff recommends the approval of the low bid from Salt City Drilling for the sum of \$306,376.

This item will be discussed at the Power Commission meeting Tuesday morning, March 25, 2025, and we will bring their recommendation to the City Council meeting that night.

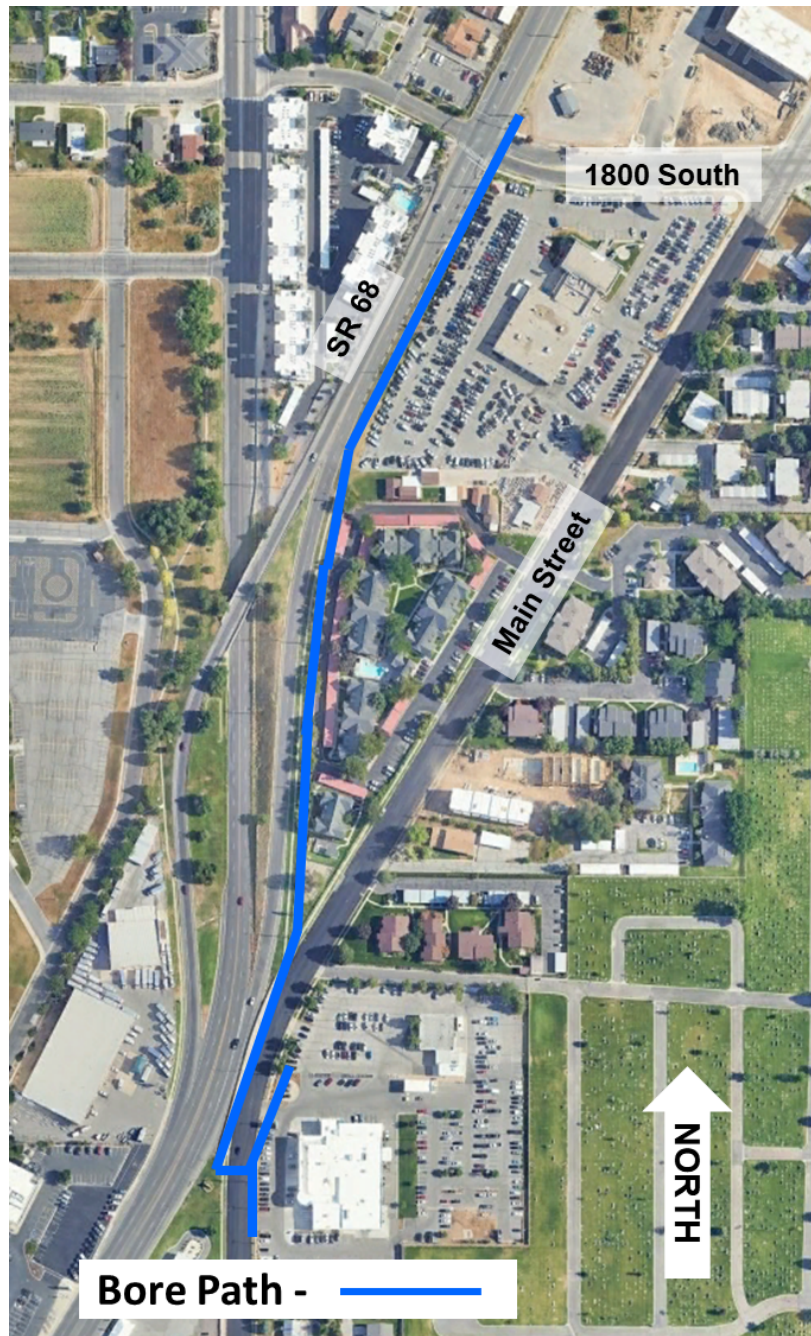
**Attachments**

Maps



**Maps of Bore Project  
Distribution Bore**

1800 South to 2223 South and SR 68



## Streetlight Bores

795 South Main Street





250 East 2300 South



Vineyard Drive and Moss Hill Drive





# City Council Staff Report

**Subject:** Dispatch Center Inverters from LTI Power Systems  
**Author:** Allen Ray Johnson, Director  
**Department:** Light & Power  
**Date:** March 25, 2025

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## **Background**

The Power Department Dispatch Center has a battery backup system that includes two inverters that convert the DC battery power to AC power. This system supports the Dispatch Center computers, radios, supervisory control and data acquisition (SCADA) and other equipment in the Dispatch Center during power outages. These inverters were installed in 2012 and one of the inverters has failed.

## **Analysis**

We have contacted the manufacturer that originally supplied the inverters and determined that it will be better to replace the entire inverters rather than replacing individual components as they fail.

The inverters cost \$16,059 each and the total cost to replace both Inverters is \$32,118.

## **Department Review**

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

## **Significant Impacts**

The Inverters will be purchased from the Plant Equipment Repairs account 535300-448614.

## **Recommendation**

Staff recommend the approval of two Inverters from LTI Power Systems for \$32,118.

This item will be discussed at the Power Commission meeting Tuesday morning, March 25, 2025, and we will bring their recommendation to the City Council meeting that night.

## **Attachments**

None



# City Council Staff Report



**Subject:** Southeast Sub Battery System Replacement from Power & Tel  
**Author:** Allen Ray Johnson, Director  
**Department:** Light & Power  
**Date:** March 25, 2025

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## **Background**

The Southeast Substation is located at 870 East San Simeon Way (2300 South) Bountiful, Utah. The battery system at this substation was installed in 2015. Typically, a battery system will last anywhere from 10 to 15 years. Unfortunately, this one is on the shorter end. Our Substation Technicians test and inspect the battery systems at all our substations and at the power plant every three months. The last time they tested the Southeast Substation battery they found one cell had failed and another cell was in poor condition.

We have requested quotes from two battery system suppliers that we have purchased from in the past.

## **Analysis**

We have received the following quotes.

Contractor	Total	Delivery
Power & Tel	\$24,632	12-16 weeks
Power Products Services	\$40,902	12 weeks

## **Department Review**

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

## **Significant Impacts**

The battery system will be purchased from the substation account 535300-448639.

## **Recommendation**

Staff recommend approval of the low quote from Power & Tel to replace the battery system with the total cost of \$24,632.

This item will be discussed at the Power Commission meeting Tuesday morning, March 25, 2025, and we will bring their recommendation to the City Council meeting that night.

## **Attachments**

None





# City Council Staff Report

**Subject:** Release of Easement at 4391 S Bountiful Blvd  
**Author:** Lloyd Cheney, City Engineer  
**Department:** Engineering  
**Date:** March 25, 2025

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## **Background**

Linh Tran, owner of the property located at 4391 S Bountiful Blvd has requested the release of the 7 ft wide Public Utility Easement along the side yard property line to accommodate the construction of a detached garage.

## **Analysis**

Lot 166 of the Bountiful Ridge Subdivision, Phase 1 was recorded with a 7 ft wide Public Utility Easement adjacent to each and every property line which defines the lot. This is a very unusual situation for any single lot, when the typical practice is to create a side yard utility easement adjacent to one side property line.

Having reviewed the configuration of easements in the adjoining properties, there is sufficient connectivity through the remaining easements to serve the properties along Bountiful Blvd and the properties which front on Sunset Circle to the east.



*Figure 1 Proposed Easement Release at 4391 S Bountiful Blvd.*

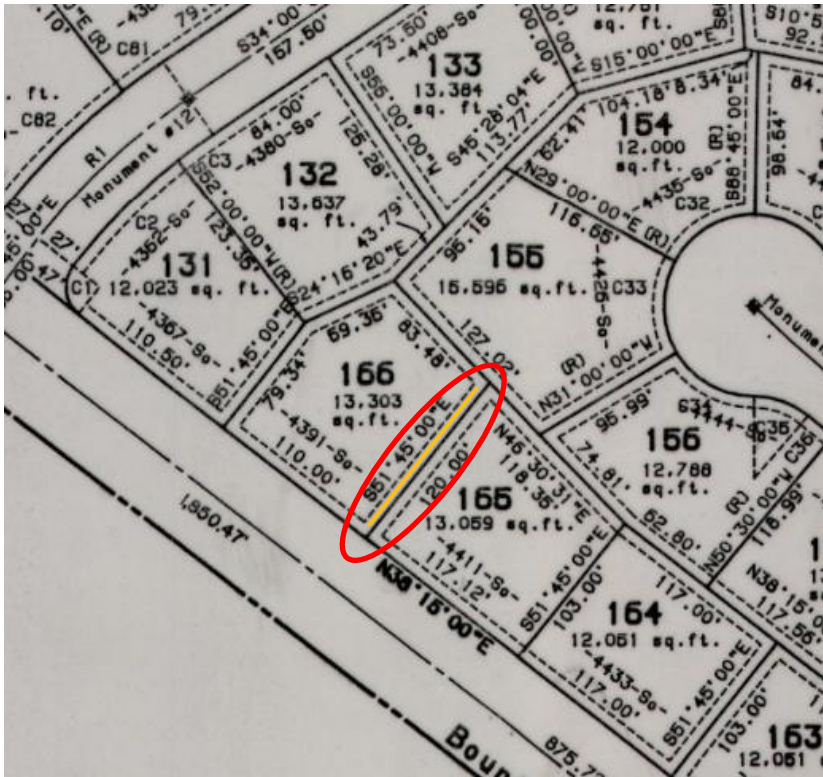


Figure 2 Perimeter 7 ft Utility Easements Recorded on Lot 166, Bountiful Ridge Subdivision, Phase 1.

Signatures have been collected from the utility companies agreeing to the release of the designated segment.

### **Department Review**

This report has been reviewed by the City Manager.

### **Significant Impacts**

No significant impacts are anticipated.

### **Recommendation**

- Staff recommends the City Council authorize the release of the Public Utility Easements on Lot 166 of the Bountiful Ridge Subdivision, Phase 1 as shown in the staff report and as described by the legal description.

### **Attachments**

- Exhibit depicting the locations of the requested release of easement
- Legal description of the portion of the easement to be released
- Utility signatures & associated documentation

## RELEASE OF EASEMENT

BOUNTIFUL, a municipal corporation, does hereby release a utility easement over, and under and across the following described property:

SEE ATTACHMENT

### UTILITY COMPANY APPROVAL

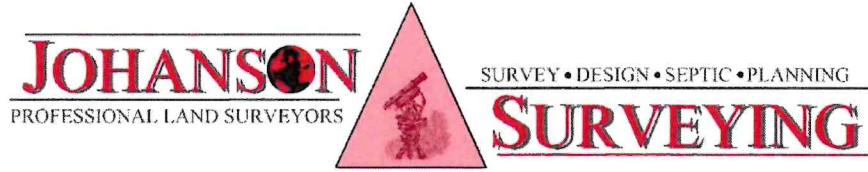
Bountiful City Engineer	_____	Date	_____
Bountiful Light & Power	<u>R. Alan Farnes</u>	Date	<u>3-17-25</u>
Bountiful Subcon. District	<u>Kirk Paul</u>	Date	<u>1/13/25</u>
Dominion Energy	<u>SEE ATTACHED LETTER</u>	Date	_____
Century Link	<u>SEE ATTACHED LETTER</u>	Date	_____
Bountiful Water	<u>[Signature]</u>	Date	<u>1-13-2025</u>
South Davis Sewer	<u>[Signature]</u>	Date	<u>1/13/2025</u>
South Davis Water	<u>[Signature]</u>	Date	<u>1-13-25</u>
Comcast Television	<u>SEE ATTACHED LETTER</u>	Date	_____
Weber Basin Water	<u>N/A</u>	Date	_____

Release of the easement described above was authorized by the action of the Bountiful City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Mayor \_\_\_\_\_

Attest: \_\_\_\_\_  
City Recorder



### **Vacated Easement Description**

#### **Lot 166 Bountiful Ridge Phase 1 Subdivision**

**2/25/2025**

Beginning at a point that is located N 03°54' 44" E a distance of 216.30 feet to the Northeast corner of Lot 166 of the Bountiful Ridge Phase 1 Subdivision from the brass cap and monument in the center of Sunset Circle and identified as Monument # 5 in the said subdivision, thence along said Lot 166 the following 2 calls, S 46°30'31" W a distance of 83.48 feet, thence N 51°45'00" W a distance of 7.07 feet to the point of beginning.

Thence N 51° 45' 00" W a distance of 105.93 feet, Thence N 38° 15' 00" E a distance of 7.00 feet, Thence S 51° 45' 00" E a distance of 106.95 feet, Thence S 46° 30' 31" W a distance of 7.07 feet to the point of beginning

Containing 745 Sq. Feet or 0.02 acres



# ATTACHMENT "A"

LOT 131  
PARCEL # 012250131  
OWNER: BOUNTIFUL CITY

LOT 132  
PARCEL # 012250132  
DRISHINSKI, EMILIE & NICHOLAS  
4380 S. BOUNTIFUL RIDGE DR.

LOT 166  
PARCEL # 012250166  
TRAN, LINH TA AND  
CABALBAG, CLARENCE P I  
4391 S. BOUNTIFUL BLVD.

LOT 155 PARCEL # 012250155  
MITTON MATTHEW L -  
TRUSTEE BY SUNDAY ENG.  
FILE # 003866

LOT 165  
PARCEL # 012250165  
HARRIS, AUBREY & RUSSELL  
LEONARD - TRUSTEES  
4411 S. BOUNTIFUL BLVD.

FOUND PLAT BRASS CAP  
STREET MARK IN SUNDAY CIRCLE  
MON 45 FROM BOUNTIFUL RIDGE SUB PHASE I



Comcast Cable Communications, Inc.  
1350 E. Miller Ave.  
Salt Lake City, Utah 84106  
801-401-3041 Tel  
801-255-2711 Fax

December 18, 2024

Linh Tran  
4391 South Bountiful Blvd  
Bountiful, UT 84010

To whom it may concern,

Comcast of Utah II grants permission to encroach upon the existing utility easements, which exists along the South and West property lines of 4391 South Bountiful Blvd, Bountiful, UT as long as it does not interfere with or deny access to our existing facilities (poles, cable, conduits, pedestal, electronics). Three feet of clearance must be maintained around all pedestals.

If you need our facilities to be moved, it can be done at your expense. If any damage is incurred to our facilities due to your encroachment, repairs will be done at your expense. Be sure to contact Blue Stakes to locate all utility services at least 48 hours before digging.

Sincerely,

*Annette Harm*

Annette Harm  
Authorized Representative

1/16/25

NO OBJECTION

**SUBJECT: Encroachment P864375  
4391 S. Bountiful BLVD  
Bountiful, UT 84010**

To Whom It May Concern:

Qwest Corporation d/b/a CENTURYLINK, QC ("CENTURYLINK") has reviewed the request for the subject encroachment and has determined that CenturyLink does not have facilities within the subject public right of way/easement area as shown and/or described on Exhibit "A", said Exhibit "A" attached hereto and incorporated by this reference.

It is the intent and understanding of CenturyLink that this encroachment shall not reduce our rights to any existing easement or rights we have on this site or in the area.

This No objection response is submitted WITH THE STIPULATION that IF any CenturyLink Facilities are found and/or damaged or require relocation as a result of said Improvements within the ROW as described, the Applicant will bear the cost of relocation and/or repair of said CenturyLink facilities.

Please forward this letter of approval as you see fit.

Sincerely,  
/s/  
CenturyLink Right of Way Team

Space above for County Recorder's use  
PARCEL I.D.# 012250166

### DISCLAIMER OF UTILITY EASEMENT

The undersigned, QUESTAR GAS COMPANY dba Enbridge Gas Utah, Grantor, hereby disclaims and releases any rights, title or interest which it may have in and to the following-described real property in Davis County, Utah, to-wit:

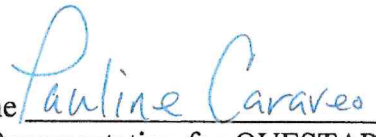
All public utility easements, excepting the easement(s) or portion of easement(s) running adjacent and parallel to the street(s), located within Lot 166, Bountiful Ridges Subdivision, located in the Northwest quarter of Section 7, Township 1 North, Range 1 East, Salt Lake Base and Meridian, Davis County, Utah; said Subdivision recorded in the Office of the County Recorder for Davis County, Utah.

IN WITNESS WHEREOF, this disclaimer and release of any right, title or interest has been duly executed on December 12, 2024.

QUESTAR GAS COMPANY  
Dba Enbridge Gas Utah

By:   
Authorized Representative

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

On December 12, 2024, personally appeared before me , who, being duly sworn, did say that (s)he is an Authorized Representative for QUESTAR GAS COMPANY dba Enbridge Gas Utah, and that the foregoing instrument was signed on behalf of said corporation pursuant to a Delegation of Authority.



  
Notary Public



# City Council Staff Report



**Subject:** Approval of Lease with Lucky Slice LLC  
**Author:** Bradley Jeppsen  
**Dept:** City Attorney  
**Date:** March 25, 2025

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## **Background**

Bountiful City owns the commercial property located at 135 S Main Street, Bountiful, Utah. Lucky Slice LLC has expressed interest in leasing this property for the purpose of operating a restaurant. The proposed lease agreement establishes the terms and conditions under which Lucky Slice LLC will occupy the premises.

## **Key Lease Terms**

- **Term:** The lease begins on December 1, 2025, with an initial term of five (5) years. The lease includes two (2) automatic five-year renewal terms, followed by successive six-month renewal periods unless terminated by either party.
- **Rent:** Tenant will pay the greater of:
  - Base Rent: \$4,000 per month.
  - Percentage Rent: 6% of gross sales from the premises, payable monthly.
- **Annual Rent Increase:** Base rent increases by 3% annually.
- **Use of Premises:** The Tenant will operate a pizza restaurant and must maintain a professional and lawful business presence.
- **Right of First Refusal:** If the City decides to sell the property, Lucky Slice LLC will have the first right to purchase it on the same terms as a third-party offer.

## **Analysis**

This lease agreement provides a long-term, stable tenant for the property while ensuring that the City retains control over the premises' upkeep and future sale. The rental terms, including base rent and percentage rent, offer financial benefits to the City while allowing Lucky Slice LLC the opportunity to grow its business in Bountiful.

## **Department Review**

This staff report was prepared by the City Attorney in consultation with the City Manager.

## **Recommendation**

It is recommended that the City Council approve the lease agreement between Bountiful City and Lucky Slice LLC for the property at 135 S Main Street.

**Significant Impacts**

Approval of this lease will provide ongoing revenue to the City and support local business growth while ensuring proper maintenance and operation of the premises.

**Attachments**

- Lease Agreement between Bountiful City and Lucky Slice LLC

## COMMERCIAL BUILDING LEASE AGREEMENT

This Commercial Lease Agreement ("Lease") is made and entered into as of \_\_\_\_\_ by and between Bountiful City ("Landlord"), and Lucky Slice aka Lucky Slice LLC ("Tenant").

Whereas it is the desire of Bountiful City to rent the Property to Lucky Slice;

Whereas it is the desire of Lucky Slice to lease the Property for the purpose of operating a restaurant.

Whereas it is in the best interests of both parties to approve the lease according to the terms listed below.

1. **Effective Date:** The effective date of this agreement shall be the \_\_\_\_ day of \_\_\_\_\_.
2. **Premises.** Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord, the building located at 135 S Main Street in Bountiful Utah, (the "Premises"), which consists of a total of 4,078 square feet, with 2,278 square feet on the main floor and 1,800 square feet in the basement, for the term and upon the conditions set forth herein.
3. **Term.** The term of this Lease shall commence on December 1<sup>st</sup>, 2025, (Commencement Date) and shall continue for a period of five (5) years (the "Initial Term"), unless sooner terminated or extended as provided herein. The lease shall automatically extend for two (2) additional five (5) year terms (each, an "Option Term"). Following the expiration of the third five (5) year term, this Lease shall automatically renew for successive six (6) month intervals (each, a "Renewal Term"), unless terminated as provided in this Lease. The Commencement Date may be modified by either party for up to 30 days. Any modification of the Commencement Date more than 31 days must be done by agreement of both parties at any time prior to the Commencement Date.
4. **Early Possession.** Tenant shall be entitled to take possession of the Premises for a period of up to sixty (60) days prior to the Commencement Date (the "Early Possession Period") for the purpose of outfitting the Premises for use as a restaurant. During the Early Possession Period, Tenant shall not be required to pay rent, and such period shall not be counted toward the term of this Lease. Tenant's possession of the Premises during this period shall be subject to all other terms and conditions of this Lease, except those related to rent
5. **Rent.** Tenant shall pay the **greater** of the Base Rent or the Percentage Rent.
  - a. **Base Rent:** Tenant shall pay to Landlord base rent in the amount of Four Thousand Dollars (\$4,000.00) per month (the "Base Rent"), due and payable in advance on the 15<sup>th</sup> of each calendar month, without demand, deduction, or offset, or

- b. **Percentage Rent:** Tenant shall pay Landlord six percent (6%) of the gross profits (the "Percentage Rent") earned by Tenant at the Premises during each calendar month. Gross profits shall be calculated as Tenant's total revenue from the Premises less any applicable sales tax or other government-imposed taxes.
  - c. **Payment Schedule:** If the Percentage Rent exceeds the Base Rent in any calendar month, the Tenant shall remit the additional amount to Landlord by the 15th day of the following month, accompanied by an accounting statement detailing gross profits.
- 6. **Annual Rent Increase.** Beginning on the first anniversary of the Commencement Date, and on each anniversary thereafter, the Base Rent shall automatically increase by three percent (3%) of the Base Rent in effect during the immediately preceding year.
- 7. **Use of Premises.** Tenant shall use the Premises solely for the operation of a pizza restaurant and for no other purpose without Landlord's prior written consent.
- 8. **Maintenance and Repairs.** Landlord shall be responsible for maintaining the structural components of the Premises, including the roof, foundation, and exterior walls. Tenant shall be responsible for maintaining the interior of the Premises and all fixtures, equipment, and systems therein in good repair, reasonable wear and tear excepted.
- 9. **Landlord's Right of Access.** The Landlord shall have the right to enter the leased Premises for the purposes of inspection, maintenance, repairs, or any other reasonable purpose related to the operation and upkeep of the property, provided that the Landlord gives the Tenant at least forty-eight (48) hours' prior written notice. In the event of an emergency that poses an immediate risk to the property, the Tenant, or others, the Landlord shall have the right to enter the premises without prior notice and shall notify the Tenant as soon as practicable.
- 10. **Utilities.** Tenant shall be responsible for and shall promptly pay all charges for utilities and services used at the Premises, including but not limited to electricity, gas, water, sewer, trash removal, and internet.
- 11. **Insurance.** Landlord shall maintain insurance covering the building, excluding Tenant's personal property and fixtures. Tenant shall procure and maintain, at its own expense, commercial general liability insurance and property insurance covering Tenant's personal property and fixtures.
- 12. **Taxes.** Landlord shall be responsible for real property taxes assessed against the Premises. Tenant shall be responsible for any personal property taxes assessed against Tenant's equipment and inventory.
- 13. **Gross Sales Definition.** For the purposes of this Lease, "gross sales" shall mean the total revenue generated by Tenant from all business activities conducted at the Premises, whether for cash, credit, or barter, without deductions for costs of goods sold, operating expenses, or other expenses. Gross sales shall exclude the following:

- a. Refunds, credits, and allowances granted by Tenant to customers for returned or defective goods;
  - b. Sales taxes, excise taxes, and other taxes collected from customers and remitted to governmental authorities;
  - c. Sales of fixtures, equipment, or property not part of Tenant's ordinary course of business; and d. Receipts from the operation of vending machines, if any, not owned by Tenant.
14. **Gross Sales Reporting.** Tenant agrees to submit to Landlord, upon request, a report that shows in reasonable detail the amount of gross sales made from the Premises. Such reports shall be provided within a reasonable time after the request and shall include sufficient documentation to verify the reported gross sales.
15. **Termination.**
- a. **End of Term Termination:** Either party may terminate this Lease at the end of the Initial Term, any Option Term, or any Renewal Term by providing the other party with written notice at least sixty (60) days prior to the expiration of the then-current term.
  - b. **Termination for Breach:** Either party may terminate this Lease in the event of a material breach by the other party. The non-breaching party shall provide written notice specifying the nature of the breach and shall allow the breaching party sixty (60) days to cure the breach. If the breach is not cured within such time, the non-breaching party may terminate this Lease by providing further written notice.
16. **Right of First Refusal.** In the event Landlord decides to sell the Premises during the term of this Lease or any extensions thereof, Tenant shall have the right of first refusal to purchase the Premises on the same terms and conditions as any bona fide offer received by Landlord. Landlord shall provide written notice to Tenant of the terms of such offer, and Tenant shall have thirty (30) days from the date of such notice to exercise its right of first refusal by delivering written notice to Landlord. If Tenant does not exercise its right within the specified time, Landlord may proceed with the sale to the third party under the terms provided.
17. **Fixtures.** Landlord shall deliver the Premises as a bare building, with no fixtures provided other than bathrooms, heating and air conditioning systems, and a grease trap. Tenant shall be responsible for all minor repairs and maintenance of the provided fixtures, including but not limited to the regular evacuation and cleaning of the grease trap.
18. **Operation of a Restaurant.** Tenant agrees to be open for business fully fixtured, stocked and staffed and to operate one hundred percent (100%) of the Premises during the entire Rental Term of this Lease unless prevented from doing so because of fire, accident, or acts of God, and to conduct its business at all times in a high

class and reputable manner. After Tenants initial opening, if Tenant fails to operate within the Premises, in addition to all other remedies available to Landlord under this Lease and at law, Tenant shall pay, as liquidated damages, the amount of Five Hundred Dollars (\$500.00) per day for each day that Tenant is not open and operating, which liquidated damages shall be in addition to all other amounts due under this Lease.

19. **Prohibited Uses.** Tenant shall not use, occupy, permit, or suffer the use of the Premises by any contractor, licensee, permittee, agent, employee, invitee, guest, and/or any other person, in any manner that would be a violation of any State, Federal or Local laws. Including but not limited to: the use, sale, possession, cultivation, manufacture, distribution, storage, handling, possession, marketing and/or other use of any controlled substance, regardless of whether such use or occupancy is lawful under any conflicting law Tenant shall not permit operation of amusement devices or coin-operated vending devices without prior written permission of Landlord. No second-hand store, auction, liquidation, going out of business, fire or bankruptcy sales may be conducted in the Premises without the prior written consent of Landlord. Tenant agrees that it shall conduct its business in the Premises during the hours established for the Development by Landlord, and on all business days, and shall conduct such business in a lawful manner and in good faith and in such manner that Landlord shall at all times receive the maximum amount of rent for the operation of such business in and upon the Premises. Tenant shall not use the sidewalks adjacent to the Premises for business purposes without the prior written consent of Landlord.
20. **Delivery of the Building.** Landlord has constructed and/or remodeled the Premises. Tenant is leasing the Premises in "as is" condition. It is agreed that by taking possession of the Premises as a tenant, Tenant formally accepts the same and acknowledges that the Premises is in the condition called for hereunder.
21. **Governing Law:** This Lease shall be governed by the laws of the State of Utah
22. **Entire Agreement:** This Lease constitutes the entire agreement between the parties and may not be modified except in writing signed by both parties.
23. **Landscaping.** Maintenance of landscaping is the responsibility of the Tenant. Any substantial change to existing landscaping, including the removal of trees, shrubs, cement or walls, must be approved in advance in writing by the City.
24. **Parking, Sidewalks, Snow Removal.** The Tenant shall be entitled to use any parking spaces designated for the property's use. The Tenant will remove snow from the sidewalk on Main Street

25. **Indemnification.** The City and the Tenant shall each be responsible for their own negligent or wrongful acts and those of their respective employees and agents, and each shall indemnify and hold the other harmless from liability resulting from such conduct.
26. **Nondiscrimination.** The Tenant agrees that it will not discriminate against anyone on the basis of race, color, national origin, age, religion, sex or handicap.
27. **Notices:** All notices under this Lease shall be in writing and shall be deemed given when delivered personally, sent by certified mail, or delivered by a recognized courier service to the addresses below:

Bountiful City	Lucky Slice Bountiful
City Manager	Attn: Nicholas S. VanArsdell
City of Bountiful	3560 Riverdale Rd
790 South 100 East	Ogden, UT 84405
Bountiful, Utah 84010	

IN WITNESS WHEREOF, the parties have executed this Lease as of the date first written above.

**Landlord:** Bountiful City  
By: Gary Hill

Signature: \_\_\_\_\_  
Title: City Manager  
Date: \_\_\_\_\_

State of Utah  
County of \_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before me, Sophia Ward a Notary Public in and the State of Utah, personally appeared Gary Hill who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument and acknowledged that they executed the same for the purposes therein contained.

Witness my hand and official seal.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_  
Notary Seal: (Affix Seal Here)

**Tenant:** Lucky Slice Bountiful LLC.

By: Nicholas VanArsdell

Signature\_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

State of Utah

County of \_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before me, \_\_\_\_\_ - a Notary Public in and for the State of Utah, personally appeared Nicholas VanArsdell, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument, and acknowledged that they executed the same for the purposes therein contained.

Witness my hand and official seal.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

Notary Seal: (Affix Seal Here)