

**Mayor**  
Kenneth Romney

# WEST BOUNTIFUL CITY

**City Administrator**  
Duane Huffman

**City Council**  
James Ahlstrom  
James Bruhn  
Kelly Enquist  
Mark Preece  
Andrew Williams

550 North 800 West  
West Bountiful, Utah 84087

**City Recorder**  
Cathy Brightwell

Phone (801) 292-4486  
FAX (801) 292-6355  
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**City Engineer**  
Ben White

**Public Works Director**  
Steve Maughan

## CITY COUNCIL MEETING

**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A WORK SESSION AT 6:30 PM  
FOLLOWED BY ITS REGULAR MEETING AT 7:30 PM ON TUESDAY, JULY 16, 2019  
AT CITY HALL, 550 N 800 WEST**

6:30 p.m. Work session to Discuss New Public Works Facility

7:30 p.m. Regular Meeting

*Invocation/Thought – James Ahlstrom; Pledge of Allegiance – Mark Preece*

1. Approve the Agenda.
2. Public Comment - two minutes per person, or five minutes if speaking on behalf of a group.
3. 2019 Community Recognition – Citizen of the Year – Jason Meservy, Veteran of the Year – David Soper, Youth of the Year – Madeline Stokes, Grand Marshals of July 4<sup>th</sup> Parade – Don & Dorothy Zesiger.
4. Presentation by Beth Holbrook, Trustee, Utah Transit Authority – Community Engagement, Current and Future Service Planning.
5. Consider Cooperative Agreement with Utah Department of Transportation Regarding Construction of Well on 400 North.
6. Consider Ordinance 416-19, An Ordinance Updating Construction Standards and Specifications for West Bountiful City.
7. Appointment of Poll Workers for Primary Election.
8. Consider Purchase Approvals: 10 Computers, \$13,000 (police); and Tellus (FATPOT) Records Management System, \$15,815.86 (police); 2 Service Trucks \$78,000 (public works).
9. Consider Tuition Reimbursement Agreement – Dallas Green.
10. Consider Employment Agreement for City Administrator.
11. Consider Approval of Minutes from the June 18, 2019 City Council Meeting.
12. Police Report.
13. Public Works/Engineering Report.
14. Administrative Report.
15. Mayor/Council Reports.
16. Executive Session for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
17. Adjourn.

Those needing special accommodations can contact Cathy Brightwell at 801-292-4486 24-hrs prior to the meeting.

*This amended agenda was posted on the State Public Notice website, the City website, emailed to the Mayor and City Council, and sent to the Clipper Publishing Company on July 11, 2019.*



# MEMORANDUM

**TO:** Mayor and City Council

**DATE:** July 11, 2019

**FROM:** Duane Huffman

**RE:** **New Public Works Facility Planning Review**

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The council will hold a work session prior to its regular meeting on July 16<sup>th</sup> to review preliminary designs and cost estimates for a new public works facility on 1200 N. This memo provides a brief overview of the designs and costs, and ends with a proposed outline for the discussion at the work session.

## Design Highlights

1. Main Building
  - a. A insulated masonry building with a brick veneer.
  - b. 21,600 square feet.
    - i. 16,500 sq. ft for bays and workstations
    - ii. 5,100 sq. ft for office space.
  - c. Six pull-through bays.
  - d. Office space that includes conference rooms, locker/changing rooms, workstations, and offices.
2. Site Highlights
  - a. 11,500 square feet of concrete apron around the bays.
  - b. 13,000 square feet of asphalt.
  - c. Covered material storage along eastern property lines.
  - d. Wash down building.
  - e. Area for future expansion of bays and office space.

## Cost Overview

3. Total project of \$7 million.
  - a. \$4 million for main building.
  - b. \$1.9 million for site and ancillary construction
  - c. \$1 million for contingencies, design, furnishings, etc.
4. Example of Cost Reduction Options
  - a. Remove equipment bay - \$340,000
  - b. Removing wash down building - \$393,000
  - c. Attach wash down to main building - \$65,000
  - d. Reduce office space - ?

## Items for Discussion

5. Design Changes
  - a. What is included that should be scaled backed/removed?
  - b. Build extra capacity now vs. future expansion?
  - c. Main building vs. outbuilding equipment storage?
  - d. What is missing from design?
  - e. What needs to be redesigned?
    - i. Attached vs. detached wash down building.
6. Financial Options
  - a. Capital Projects Fund: \$2.4 million
    - i. Growth uncertain
    - ii. Competing Projects – 800 W
  - b. Water Fund: \$3 million (after well)
    - i. Water Eligible
    - ii. Interfund Loan
    - iii. Competing Projects – old water lines
  - c. Other Internal Sources
    - i. General Fund
    - ii. RAP Fund
    - iii. Impact Fees
  - d. Outside Sources
    - i. Revenue Bonds
    - ii. General Obligation Bonds
7. Moving Forward
  - a. Phasing vs. Complete Build
    - i. Material Storage
  - b. Timing

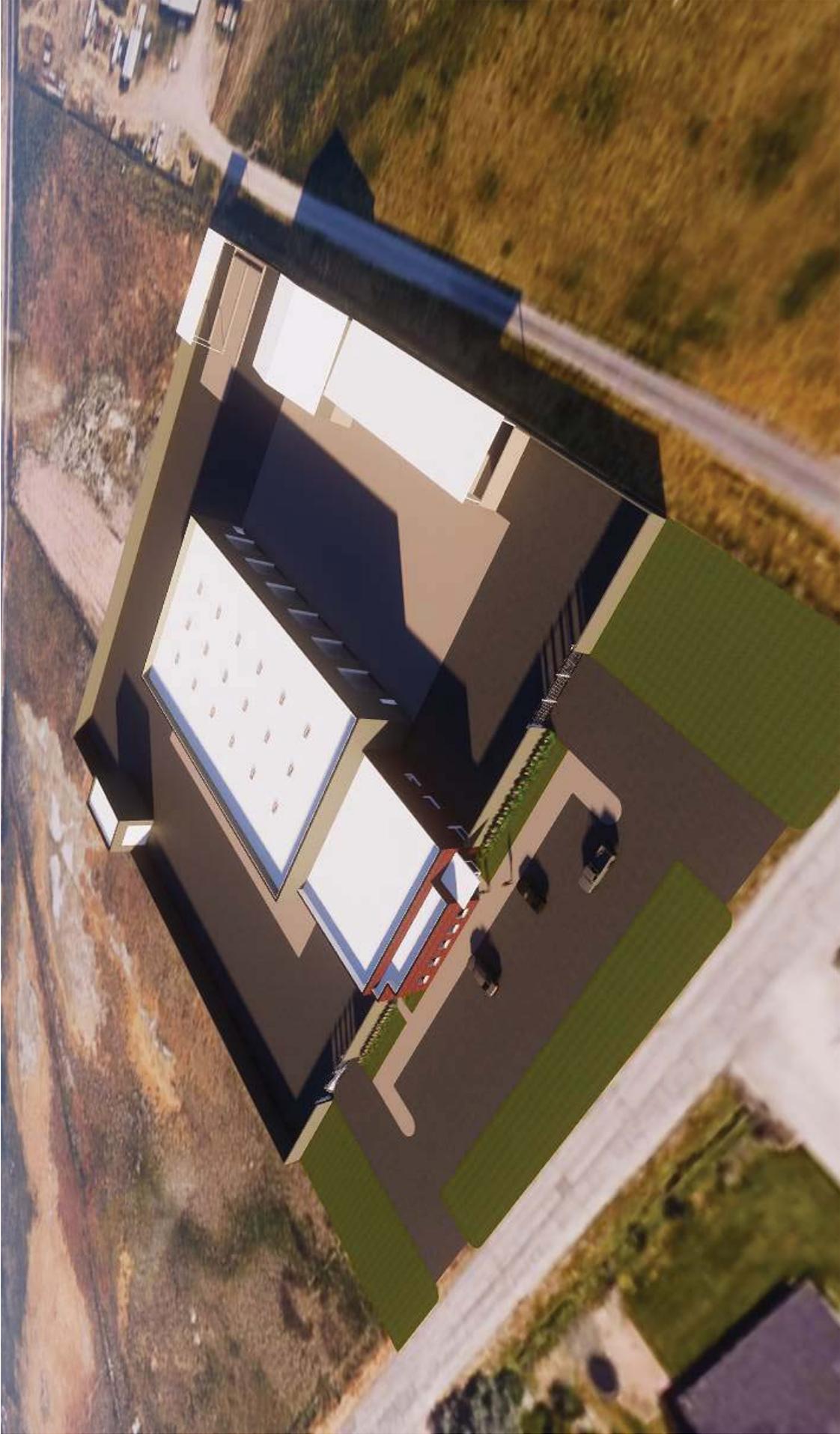


WEST BOUNTIFUL PUBLIC  
WORKS

06/14/2019



ARCHITECTS  
577 South 200 East  
Salt Lake City, Utah 84111  
(801) 533-2100 fax: 533-2101 jrcaesign.com



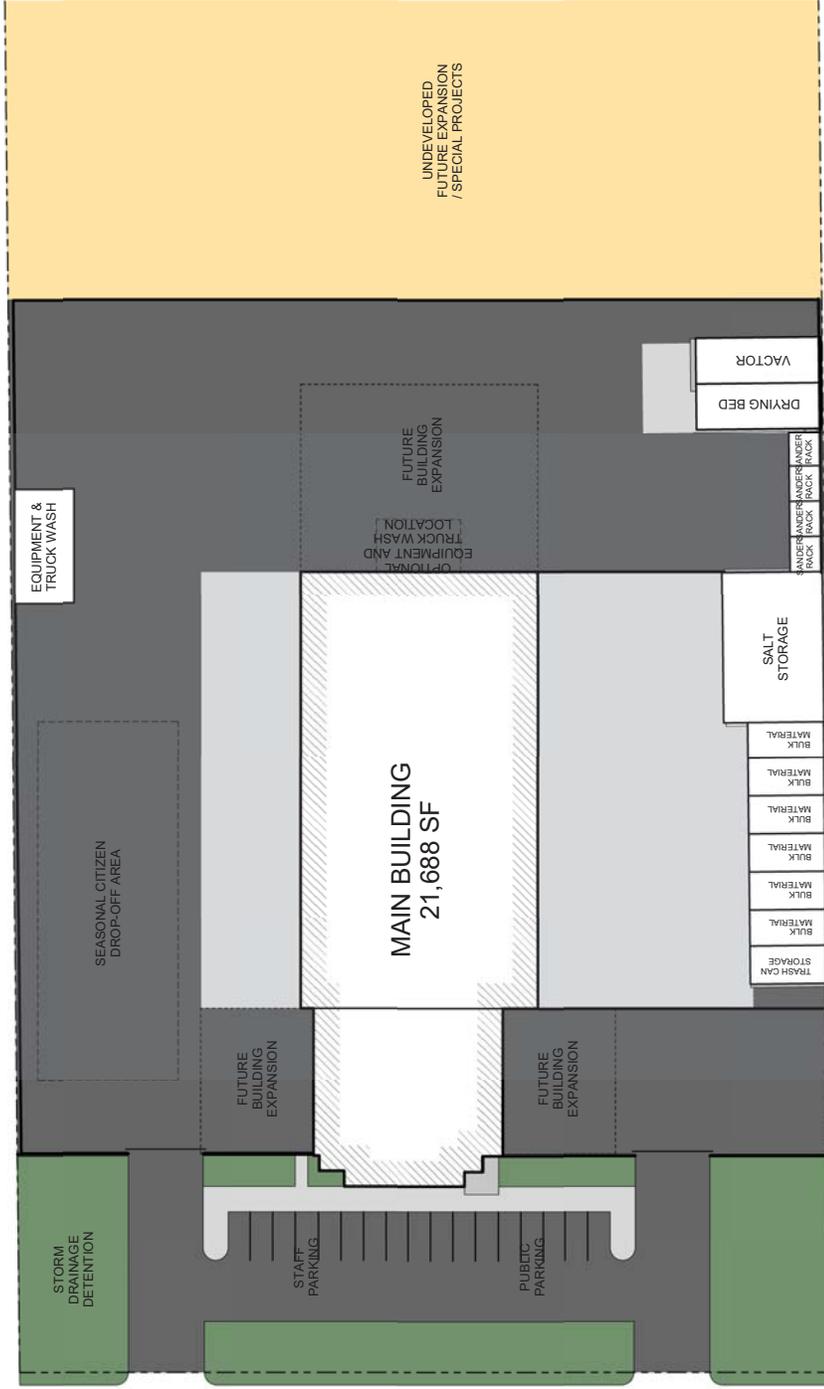
WEST BOUNTIFUL PUBLIC  
WORKS

06/14/2019



ARCHITECTS  
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Salt Lake City, Utah 84111  
(801) 533-2100 fax: 533-2101 jrcaesign.com

400 NORTH



WEST BOUNTIFUL PUBLIC WORKS

SITE PLAN

06/14/2019







ARCHITECTS

# West Boutiful City Public Works Facility

## Programming Phase Cost Estimate

June 14, 2019

### Construction Costs

Site Work and Ancillary Construction	139,207 S.F.	\$	13.61 /S.F.	\$	1,894,451	Refer to Attached Cost Estimate
Main Building Construction	20,291 S.F.	\$	200.95 /S.F.	\$	4,077,384	Refer to Attached Cost Estimate
<b>Estimated Construction Cost</b>		<b>\$</b>		<b>\$</b>	<b>5,971,835</b>	

### Additional Project Costs

Owner's Contingency	10.00%	\$	597,184	Owner Provided
Furnishings and Equipment	5,000 S.F.	\$	18.00 /S.F.	If Required
F F & E Design Fees		\$	7,200	If Required
Project A-E Design Fees	6.00%	\$	358,310	
Geotech. Investigations / Water Analysis	\$ 7,500.00 L.S.	\$	7,500	
Topographical Surveys	\$ 6,000.00 L.S.	\$	6,000	
Project Testing	0.50%	\$	29,859	
Legal/Bond Fees - If Required		TBD		
Temporary Relocation/Phasing/Moving		TBD		
<b>Additional Project Costs</b>		<b>\$</b>	<b>1,096,053</b>	

### Total Project Budget

**\$ 7,067,888**

### Project Development Options

The Total Project Budget may be reduced as noted if the following elements are removed from the project or modified.

Equipment and Truck Wash Building (Buildign and Equipment)	\$	392,989
Delete (1) Vehicle Storage Bay (2,000 S.F.)	\$	340,000
Attach Equipment and Truck Wash Building to Main Building	\$	65,000

PROJECT NAME.....WEST BOUNTIFUL PUBLIC WORKS MAINTENANCE FACILITY  
 LOCATION.....WEST BOUNTIFUL, UTAH  
 ARCHITECT.....JRCA  
 STAGE OF DESIGN.....PROGRAMMING

CSI #	DESCRIPTION	BUILDING	SITE	TOTAL
<b>BUILDING COST SUMMARY</b>				
02	SITework	\$ -	\$ 1,552,829	\$ 1,552,829
03	CONCRETE	\$ 393,149	\$ -	\$ 393,149
04	MASONRY	\$ 388,810	\$ -	\$ 388,810
05	METALS	\$ 539,218	\$ -	\$ 539,218
06	WOODS & PLASTICS	\$ 151,621	\$ -	\$ 151,621
07	THERMAL & MOISTURE PROTECTION	\$ 352,392	\$ -	\$ 352,392
08	DOORS & WINDOWS	\$ 316,592	\$ -	\$ 316,592
09	FINISHES	\$ 216,894	\$ -	\$ 216,894
10	SPECIALTIES	\$ 120,789	\$ -	\$ 120,789
11	EQUIPMENT	\$ 116,750	\$ -	\$ 116,750
12	FURNISHINGS	\$ 12,503	\$ -	\$ 12,503
13	SPECIAL CONSTRUCTION	\$ -	\$ -	\$ -
14	CONVEYING EQUIPMENT	\$ -	\$ -	\$ -
15	MECHANICAL	\$ 344,947	\$ -	\$ 344,947
16	ELECTRICAL	\$ 388,454	\$ -	\$ 388,454
<b>SUBTOTAL</b>		<b>\$ 3,342,118</b>	<b>\$ 1,552,829</b>	<b>\$ 4,894,947</b>
	GENERAL CONDITIONS	6% \$ 200,527	\$ 93,170	\$ 293,697
	OVERHEAD & PROFIT	4% \$ 133,685	\$ 62,113	\$ 195,798
	BONDS & INSURANCE	2% \$ 66,842	\$ 31,057	\$ 97,899
	DESIGN CONTINGENCY	10% \$ 334,212	\$ 155,283	\$ 489,495
<b>TOTAL CONSTRUCTION COST</b>		<b>\$ 4,077,384</b>	<b>\$ 1,894,452</b>	<b>\$ 5,971,836</b>

PROJECT NAME.....WEST BOUNTIFUL PUBLIC WORKS MAINTENANCE      **BUILDING**  
 LOCATION.....WEST BOUNTIFUL, UTAH  
 ARCHITECT.....JRCA      SF      20291  
 STAGE OF DESIGN.....PROGRAMMING

CSI #	DESCRIPTION	UNIT QTY	UNIT COST	TOTAL
<b>BUILDING COST ESTIMATE</b>				
02	SITWORK		\$ -	\$ -
03	CONCRETE		\$ 19.38	\$ 393,149
04	MASONRY		\$ 19.16	\$ 388,810
05	METALS		\$ 26.57	\$ 539,218
06	WOODS & PLASTICS		\$ 7.47	\$ 151,621
07	THERMAL & MOISTURE PROTECTION		\$ 17.37	\$ 352,392
08	DOORS & WINDOWS		\$ 15.60	\$ 316,592
09	FINISHES		\$ 10.69	\$ 216,894
10	SPECIALTIES		\$ 5.95	\$ 120,789
11	EQUIPMENT		\$ 5.75	\$ 116,750
12	FURNISHINGS		\$ 0.62	\$ 12,503
13	SPECIAL CONSTRUCTION		\$ -	\$ -
14	CONVEYING EQUIPMENT		\$ -	\$ -
15	MECHANICAL		\$ 17.00	\$ 344,947
16	ELECTRICAL		\$ 19.14	\$ 388,454
<b>SUBTOTAL</b>			\$ 164.71	3,342,118
	GENERAL CONDITIONS	6%	\$ 9.88	200,527
	OVERHEAD & PROFIT	4%	\$ 6.59	133,685
	BONDS & INSURANCE	2%	\$ 3.29	66,842
	DESIGN CONTINGENCY	10%	\$ 16.47	334,212
<b>TOTAL CONSTRUCTION COST</b>			\$ 200.95	\$ 4,077,384

PROJECT NAME.....WEST BOUNTIFUL PUBLIC WORKS MAINTENANCE **BUILDING**  
 LOCATION.....WEST BOUNTIFUL, UTAH  
 ARCHITECT.....JRCA SF 20291  
 STAGE OF DESIGN.....PROGRAMMING

CSI #	DESCRIPTION	UNIT QTY	UNIT COST	TOTAL
<b>03</b>	<b><u>CONCRETE</u></b>			
	Continuous Footings	195 CY	\$ 355.00	\$ 69,107
	Spot Footings	97 CY	\$ 365.00	\$ 35,527
	4" Slab on Grade	5,001 SF	\$ 3.65	\$ 18,254
	6" Slab on Grade - Vehicle Bays	15,290 SF	\$ 4.25	\$ 64,983
	Concrete Curb	307 LF	\$ 19.68	\$ 6,042
	Foundation wall	5,256 SF	\$ 29.00	\$ 152,424
	Lift Pit	1 LS	\$ 8,500.00	\$ 8,500
	Waste Oil Pit	1 LS	\$ 6,500.00	\$ 6,500
	Sealers & Admixtures	636 CY	\$ 50.00	\$ 31,814
	<b>TOTAL CONCRETE</b>			<b>\$ 393,149</b>
<b>04</b>	<b><u>MASONRY</u></b>			
	CMU Exterior Walls Honed	14,454 SF	\$ 18.28	\$ 264,219
	CMU Interior Walls	7,047 SF	\$ 17.68	\$ 124,591
	<b>TOTAL MASONRY</b>			<b>\$ 388,810</b>
<b>05</b>	<b><u>METALS</u></b>			
	Metal Roof Deck	20,291 SF	\$ 2.45	\$ 49,713
	Structural Steel (9#/SF)	182,619 LB	\$ 2.20	\$ 401,762
	Pipe Bollards	1 LS	\$ 22,000.00	\$ 22,000
	Miscellaneous Metals	18,262 LB	\$ 3.60	\$ 65,743
	<b>TOTAL METALS</b>			<b>\$ 539,218</b>
<b>06</b>	<b><u>WOOD &amp; PLASTICS</u></b>			
	<b>Carpentry:</b>			
	Wood Blocking	20,291 SF	\$ 0.15	\$ 3,135
	Plywood at interior walls	14,454 SF	\$ 1.85	\$ 26,740
	<b>Subtotal for Carpentry</b>			<b>\$ 29,875</b>
	<b>Millwork:</b>	20,291 SF	\$ 6.00	\$ 121,746
	<b>TOTAL WOOD &amp; PLASTICS</b>			<b>\$ 151,621</b>
<b>07</b>	<b><u>THERMAL &amp; MOISTURE PROTECTION</u></b>			
	Rigid Roof Insulation	20,291 SF	\$ 3.65	\$ 74,063
	Rigid Insulation at Exterior Wall	14,454 SF	\$ 1.95	\$ 28,186
	Standing Seam Metal Roof	20,291 SF	\$ 10.65	\$ 216,100
	Drip Edge	657 LF	\$ 7.65	\$ 5,027
	Metal Flashings	1,314 SF	\$ 6.50	\$ 8,541
	Metal Rain Gutter	472 LF	\$ 14.65	\$ 6,915
	Down Spout	180 LF	\$ 14.65	\$ 2,637
	Louvers	150 SF	\$ 39.00	\$ 5,850
	Caulking	20,291 SF	\$ 0.25	\$ 5,073
	<b>TOTAL THERMAL &amp; MOISTURE PROTECTION</b>			<b>\$ 352,392</b>
<b>08</b>	<b><u>DOORS &amp; WINDOWS</u></b>			
	Doors - Interior & Exterior	20,291 SF	\$ 5.00	\$ 101,455
	Overhead Vehicle Bay Door	12 EA	\$ 7,850.00	\$ 94,200
	Interior Glazing (10% Interior Framing Wall)	1,114 SF	\$ 45.00	\$ 50,112
	Exterior Glazing (10% Exterior Wall)	1,445 SF	\$ 49.00	\$ 70,825
	<b>TOTAL DOORS &amp; WINDOWS</b>			<b>\$ 316,592</b>
<b>09</b>	<b><u>FINISHES</u></b>			

PROJECT NAME.....WEST BOUNTIFUL PUBLIC WORKS MAINTENANCE      **BUILDING**  
 LOCATION.....WEST BOUNTIFUL, UTAH  
 ARCHITECT.....JRCA      SF      20291  
 STAGE OF DESIGN.....PROGRAMMING

CSI #	DESCRIPTION	UNIT QTY	UNIT COST	TOTAL
	5/8" Gypsum board	22,272 SF	\$ 1.69	\$ 37,640
	Interior Wall Framing Structural Stud	11,136 SF	\$ 3.60	\$ 40,090
	Ceiling- Suspended Gyp	927 SF	\$ 4.20	\$ 3,893
	Acoustic Ceiling	4,074 SF	\$ 3.75	\$ 15,278
	Tile Flooring	927 SF	\$ 10.65	\$ 9,873
	Ceramic Wall Tile	2,248 SF	\$ 10.00	\$ 22,480
	Office Floor	4,074 SF	\$ 4.00	\$ 16,296
	Base	1,856 LF	\$ 2.00	\$ 3,712
	Paint/ Stain Doors & Frames	1 LS	\$ 5,000.00	\$ 5,000
	Paint Ceiling	927 SF	\$ 0.62	\$ 575
	Paint/ Seal CMU	43,002 SF	\$ 0.79	\$ 33,972
	Paint Gypsum	22,272 SF	\$ 0.65	\$ 14,477
	Sealed Concrete	15,290 SF	\$ 0.89	\$ 13,609
	<b>TOTAL FINISHES</b>			<b>\$ 216,894</b>
<b>10</b>	<b><u>SPECIALTIES</u></b>			
	Lockers- Full Height	43 EA	\$ 438.00	\$ 18,834
	Misc. Specialties	20,291 SF	\$ 5.00	\$ 101,455
	Identifying Devices	1 LS	\$ 500.00	\$ 500
	<b>TOTAL SPECIALTIES</b>			<b>\$ 120,789</b>
<b>11</b>	<b><u>EQUIPMENT</u></b>			
	Residential Appliances - Owner Provided			
	Trolley	1 Allow	\$ 45,000.00	\$ 45,000
	Lift Owner Provided			
	Air Compressor System	1 LS	\$ 30,000.00	\$ 30,000
	Lube and Oil Equipment	1 LS	\$ 41,750.00	\$ 41,750
	<b>TOTAL EQUIPMENT</b>			<b>\$ 116,750</b>
<b>12</b>	<b><u>FURNISHINGS</u></b>			
	Blinds	1,445 SF	\$ 8.65	\$ 12,503
	<b>TOTAL FURNISHINGS</b>			<b>\$ 12,503</b>
<b>15</b>	<b><u>MECHANICAL</u></b>			
	<b>Fire Suppression</b>	20,291 SF	\$ 5.00	\$ 101,455
	<b>HVAC</b>	20,291 SF	\$ 10.00	\$ 202,910
	<b>Plumbing</b>	20,291 SF	\$ 7.00	\$ 142,037
	<b>TOTAL MECHANICAL</b>			<b>\$ 344,947</b>
<b>16</b>	<b><u>ELECTRICAL</u></b>			
	<b>Service &amp; Distribution</b>	20,291 SF	\$ 3.78	\$ 76,700
	<b>Power</b>	20,291 SF	\$ 4.25	\$ 86,237
	<b>Site Electrical</b>	1 Allow	\$ 50,000.00	\$ 50,000
	<b>Lighting</b>	20,291 SF	\$ 6.00	\$ 121,746
	<b>Special Systems</b>	20,291 SF	\$ 2.65	\$ 53,771
	<b>TOTAL ELECTRICAL</b>			<b>\$ 388,454</b>

PROJECT NAME.....WEST BOUNTIFUL PUBLIC WORKS MAINTENANCE      **SITE**  
 LOCATION.....WEST BOUNTIFUL, UTAH  
 ARCHITECT.....JRCA      SF      139207  
 STAGE OF DESIGN.....PROGRAMMING

CSI #	DESCRIPTION	UNIT QTY	UNIT COST	TOTAL
<b>BUILDING COST ESTIMATE</b>				
02	SITWORK		\$ 11.15	\$ 1,552,829
03	CONCRETE		\$ -	\$ -
04	MASONRY		\$ -	\$ -
05	METALS		\$ -	\$ -
06	WOODS & PLASTICS		\$ -	\$ -
07	THERMAL & MOISTURE PROTECTION		\$ -	\$ -
08	DOORS & WINDOWS		\$ -	\$ -
09	FINISHES		\$ -	\$ -
10	SPECIALTIES		\$ -	\$ -
11	EQUIPMENT		\$ -	\$ -
12	FURNISHINGS		\$ -	\$ -
13	SPECIAL CONSTRUCTION		\$ -	\$ -
14	CONVEYING EQUIPMENT		\$ -	\$ -
15	MECHANICAL		\$ -	\$ -
16	ELECTRICAL		\$ -	\$ -
<b>SUBTOTAL</b>			\$ 11.15	1,552,829
	GENERAL CONDITIONS	6%	\$ 0.67	93,170
	OVERHEAD & PROFIT	4%	\$ 0.45	62,113
	BONDS & INSURANCE	2%	\$ 0.22	31,057
	DESIGN CONTINGENCY	10%	\$ 1.12	155,283
<b>TOTAL CONSTRUCTION COST</b>			\$ 13.61	\$ 1,894,452

PROJECT NAME.....WEST BOUNTIFUL PUBLIC WORKS MAINTENANCE      **SITE**  
 LOCATION.....WEST BOUNTIFUL, UTAH  
 ARCHITECT.....JRCA      SF      139207  
 STAGE OF DESIGN.....PROGRAMMING

CSI #	DESCRIPTION	UNIT QTY	UNIT COST	TOTAL
<b>02</b>	<b>SITWORK</b>			
	<b>Earthwork</b>			
	Clear & Grub	139,207 SF	\$ 0.15	\$ 20,881
	Over Excavation under Building	1,503 CY	\$ 8.00	\$ 12,024
	Structural Fill under Building	1,503 CY	\$ 24.00	\$ 36,073
	Site Grading	139,207 SF	\$ 0.54	\$ 75,172
	SWPPP	1 LS	\$ 7,500.00	\$ 7,500
	Excavation @ Footings	3,006 CY	\$ 7.00	\$ 21,043
	Backfill @ Foundations	3,006 CY	\$ 14.65	\$ 44,039
	Building Grading	20,291 SF	\$ 0.54	\$ 10,957
	<b>Subtotal for Earthwork</b>			<b>\$ 227,689</b>
	<b>Site Utilities</b>			
	Storm Drain Utility	1 LS	\$ 25,000.00	\$ 25,000
	Oil/Grease Separator	1 EA	\$ 4,850.00	\$ 4,850
	Water Utility	1 LS	\$ 15,000.00	\$ 15,000
	Gas Utility	1 LS	\$ 10,000.00	\$ 10,000
	Electric Utility	1 LS	\$ 25,000.00	\$ 25,000
	Sanitary Sewer Utility	1 LS	\$ 15,000.00	\$ 15,000
	Traffic Control	1 LS	\$ 10,000.00	\$ 10,000
	<b>Subtotal for Site Utilities</b>			<b>\$ 104,850</b>
	<b>Site Concrete</b>			
	Concrete Paving	11,584 SF	\$ 4.23	\$ 49,000
	Sidewalk Paving	2,191 SF	\$ 5.23	\$ 11,459
	Zero Void Paving	2,437 SF	\$ 5.23	\$ 12,746
	Dumpster Pad	900 SF	\$ 4.65	\$ 4,185
	Dumpster Footing	18 CY	\$ 365.00	\$ 6,570
	Dumpster Wall	984 SF	\$ 18.68	\$ 18,381
	Transformer Vault	1 EA	\$ 3,650.00	\$ 3,650
	<b>Subtotal for Site Concrete</b>			<b>\$ 105,991</b>
	<b>Asphalt Paving</b>			
	Heavy Duty Asphalt Paving	82,939 SF	\$ 2.55	\$ 211,494
	Asphalt Striping	17 STALL	\$ 11.50	\$ 196
	<b>Subtotal for Asphalt Paving</b>			<b>\$ 211,690</b>
	<b>Site Specialties</b>			
	Landscape	12,935 SF	\$ 5.00	\$ 64,675
	Concrete Wheel Stops	17 EA	\$ 105.00	\$ 1,785
	Dual Pivot Gate	2 EA	\$ 30,000.00	\$ 60,000
	Dumpster Gate	1 EA	\$ 2,850.00	\$ 2,850
	Equipment and Truck Wash Building	1,106 SF	\$ 250.00	\$ 276,500
	Vacuum Dump - Covered & Enclosed	732 SF	\$ 120.00	\$ 87,840
	Precast Fence	1,200 LF	\$ 95.00	\$ 114,000
	Man Gate	2 EA	\$ 765.00	\$ 1,530
	Salt Building	2,437 SF	\$ 55.00	\$ 134,035
	Covered Bulk Material Storage Bins	3,206 SF	\$ 50.00	\$ 160,300
	Salt Spreader Storage Racks	1,822 SF	\$ 35.00	\$ 63,770
	<b>Subtotal for Site Specialties</b>			<b>\$ 902,610</b>
	<b>TOTAL SITWORK</b>			<b>\$ 1,552,829</b>



# Service Summary

## City of West Bountiful

ROUTE	RIDERSHIP AVERAGE WEEKDAY	FREQUENCY IN MINUTES			HOURS OF SERVICE		
		WEEKDAY	SATURDAY	SUNDAY	WEEKDAY	SATURDAY	SUNDAY
461	67	3 AM TRIPS 3 PM TRIPS	—	—	AM & PM RUSH HOURS	—	—
463	43	2 AM TRIPS 2 PM TRIPS	—	—	AM & PM RUSH HOURS	—	—
F605	28	30 RUSH HOURS 60 OFF PEAK	—	—	6:00 AM – 8:00 PM	—	—

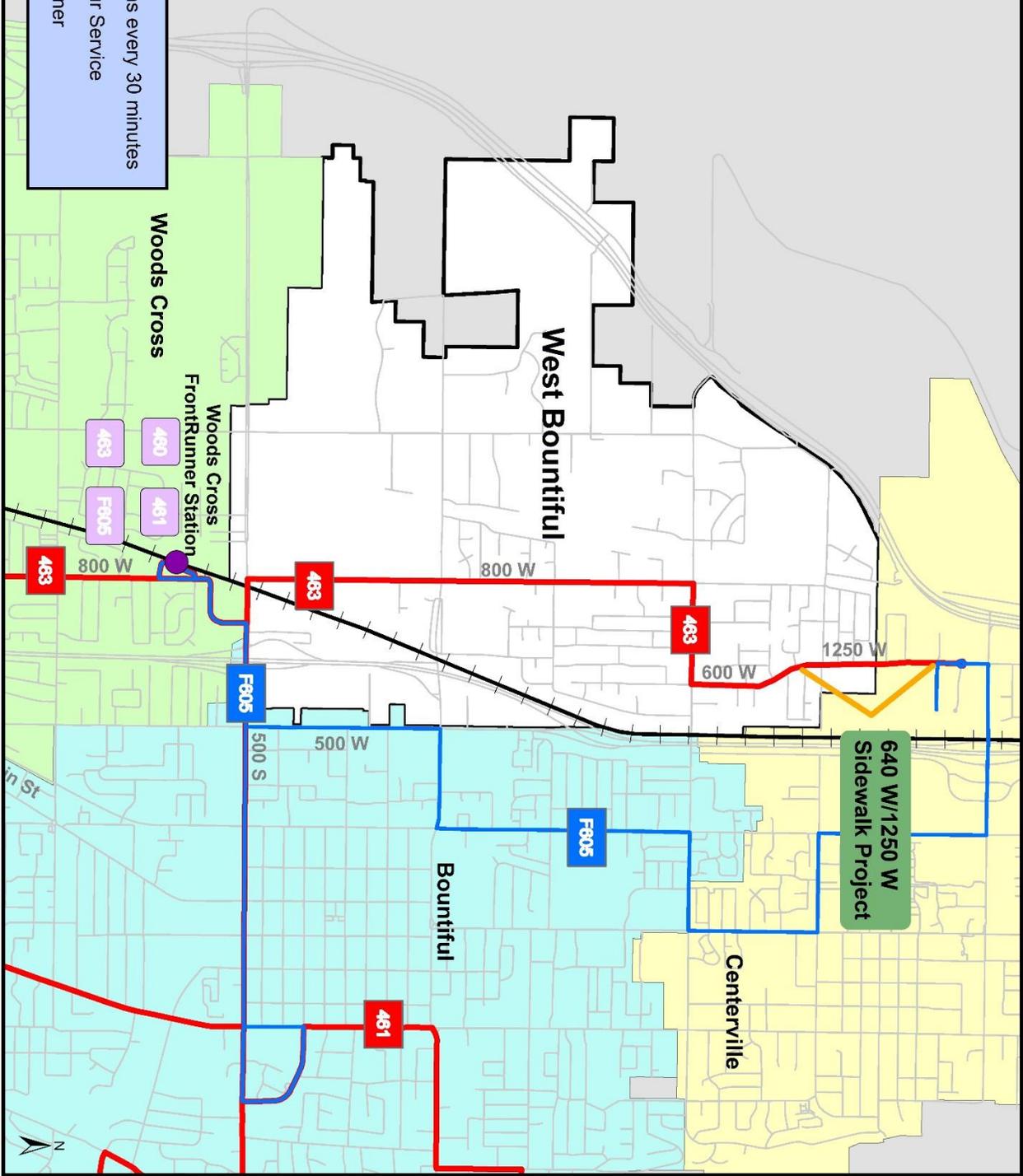
### Prop 1 Infrastructure Information

640 W/1250 W Sidewalk Project- Completed in 2018

FEB 2018

*Route 461 TRAVELS ON 500 S IN WEST BOUNTIFUL,  
BUT HAS NO STOPS WITHIN THE CITY  
SERVICE MAP ON THE NEXT PAGE*

 Route runs every 30 minutes  
 Peak Hour Service  
 FrontRunner



# MEMORANDUM



**TO:** Mayor & Council  
**DATE:** July 11, 2019  
**FROM:** Staff  
**RE:** **UDOT Agreement to Drill New Well**

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In the fall of 2018, the city hired a consultant to design a well to be constructed within UDOT's 400 North street right of way at a location shown on the attached exhibit. The well design is complete and has received the necessary approvals from the State's Division of Drinking Water and Division of Water Rights.

A formal agreement with UDOT to construct the well on this property is the last hurdle to obtain permission to proceed. UDOT owns the south 400 North street right of way as well as the road going over the railroad tracks and I-15. They refer to the south 400 North as a "frontage road".

The proposed UDOT Agreement gives the city the right to construct and maintain a well provided it is outside of the Highway Right of Way (the center or principal 400 North street). This line was established by UDOT surveyors. The current location of the proposed well complies with this requirement.

Staff recommends approval of the Agreement. Well drilling contractors are currently preparing bids for the proposed work. Staff will present the bid results to city council when they become available.



File Path: P:\2018-0331 West Bountiful-400 North Well\Drawings\SHEETS\400 NORTH Cover Sheet.dwg Mar 19, 2019 - 1:11pm

NO.	DESCRIPTION	DATE

0 1 2  
 IF THE ABOVE SCALE BAR DOES NOT MEASURE 1-INCH IN LENGTH, DO NOT USE THIS DRAWING FOR SCALING PURPOSES. DIMENSIONS AND MEASUREMENTS SPECIFIED IN THE DRAWING TAKE PRECEDENCE TO SCALED MEASUREMENTS.

THE INFORMATION CONTAINED IN THIS DRAWING IS THE PROPERTY OF CRS ENGINEERS AND IS NOT TO BE REPRODUCED, MODIFIED OR USED FOR ANY OTHER PROJECT OR EXTENSION OF THIS PROJECT EXCEPT BY AGREEMENT WITH CRS ENGINEERS.

PROJ. M. HIRST P.E.  
 PROJECT MANAGER M. CHANDLER P.E., P.G.  
 CHECKED BY  
 DRAWN BY C. HATCH  
 DRAWING SCALE  
 ISSUE DATE OCTOBER 2018

**CALDWELL  
RICHARDS  
SORENSEN**

ANSWERS TO INFRASTRUCTURE

**SALT LAKE CITY OFFICE:**  
 2060 EAST 2100 SOUTH  
 SALT LAKE CITY, UTAH 84109  
 PHONE: 801.359.5665  
 FAX: 801.359.4272  
 www.crsengineers.com

WEST BOUNTIFUL CITY  
**WEST BOUNTIFUL-400 NORTH WELL**  
 WELL SITE CONFIGURATION

WEST BOUNTIFUL UTAH, 84087

STAMP

PROJECT NUMBER 2018-0331	
SHEET 3	OF 3
SHEET NUMBER <b>G003</b>	

## COOPERATIVE AGREEMENT

**THIS COOPERATIVE AGREEMENT** made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the **UTAH DEPARTMENT OF TRANSPORTATION**, hereinafter referred to as **UDOT**, and **West Bountiful City**, hereinafter referred to as the **CITY**.

### Recitals:

**WHEREAS**, the **CITY** is planning to construct a well along their local street identified as a frontage road on **UDOT ROW** at the expense of the **CITY**; and

**WHEREAS**, **UDOT** and the **CITY** desire to enter into this **COOPERATIVE AGREEMENT** for said improvements; and

**WHEREAS**, the **UDOT** is defining the separation between the Frontage Road and the State Highway, Highway Right of Way Line, defined as the toe of the existing slope (*described in Exhibit A*), and (depicted in Exhibit B).

**THIS COOPERATIVE AGREEMENT**, is made to set out the terms and conditions where-under said construction shall be made.

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**NOW THEREFORE**, it is agreed by and between the parties hereto as follows:

1. The **UDOT** will allow the **CITY** access on State Right-of-way along SR-106 (400 N) within the boundaries of the **CITY**, as defined above, all at the expense of the **CITY**:
2. The **CITY** will provide routine care and maintenance of said facilities within **UDOT** right-of-way as long as work is outside the clear zone. Any work necessary within the clear zone, including but not limited to traffic control, will be allowed only by permit issued by **UDOT** to the **CITY**. The **CITY** will obtain said permit and abide by all conditions for policing and other controls in conformance with **UDOT's** "REGULATIONS FOR THE ACCOMMODATION OF UTILITIES ON FEDERAL-AID AND NON-FEDERAL-AID HIGHWAY RIGHTS-OF-WAY," a copy of which has been furnished to the **CITY** and any supplements or amendments thereto
3. Upon completion of construction **UDOT** will remain the owner of **UDOT's** Right Of Way. The **CITY** will be responsible to maintain, repair or restore loss and damage of these improvements as results from vandalism, accident or other loss. The **CITY** retains all legal rights to seek fair reimbursement from responsible third parties.
4. The **UDOT** and the **CITY** are both governmental entities subject to the Utah Governmental Immunity Act. Each party agrees to indemnify, defend and save harmless the other from and against all claims, suits and costs, including attorneys' fees for injury or damage of any kind, arising out the negligent acts, errors or omissions of the indemnifying party's officers, agents, contractors or employees in the performance of this

- Agreement. Nothing in this paragraph is intended to create additional rights to third parties or to waive any provision of the Utah Governmental Immunity Act, provided said Act applies to the action or omission giving rise to the protections in this paragraph. The indemnification in this paragraph shall survive the expiration or termination of this Agreement.
5. This Agreement may be executed in one or more counterparts, each of which shall be an original, with the same effect as if the signatures thereto and hereto were upon the same instrument. This Agreement shall become effective when each Party hereto shall have received a counterpart hereof signed by the other Party hereto.
  6. This Agreement shall be governed by the laws of the State of Utah both as to interpretation and performance.
  7. Nothing contained in this Agreement shall be deemed or construed, either by the parties hereto or by any third party, to create the relationship of principal and agent or create any partnership, joint venture or other association between the Parties.
  8. This Agreement contains the entire agreement between the Parties, with respect to the subject matter hereof, and no statements, promises, or inducements made by either Party or agents for either Party that are not contained in this written Agreement shall be binding or valid.
  9. If any provision hereof shall be held or deemed to be or shall, in fact, be inoperative or unenforceable as applied in any particular case in any jurisdiction or in all jurisdictions, or in all cases because it conflicts with any other provision or provisions hereof or any constitution or statute or rule or public policy, or for any other reason, such circumstances shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein contained invalid, inoperative, or unenforceable to any extent whatever. The invalidity of any one or more phrases, sentences, clauses, or paragraphs herein contained, shall not affect the remaining portions hereof, or any part thereof.
  10. Each party represents that it has the authority to enter into this Agreement.

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**IN WITNESS WHEREOF**, the parties hereto have caused these presents to be executed by their duly authorized officers as for the day and year first above written.

**ATTEST:**

**WEST BOUNTIFUL CITY**, a Municipal Corporation of the State of Utah

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

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

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

*(IMPRESS SEAL)*

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**RECOMMENDED FOR APPROVAL:**

**UTAH DEPARTMENT OF TRANSPORTATION**

By: \_\_\_\_\_  
PRECONSTRUCTION ENGINEER

By: \_\_\_\_\_  
REGION DIRECTOR

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

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

**APPROVED AS TO FORM:**

**UDOT COMPTROLLER'S OFFICE**

The Utah State Attorney General's Office has previously approved all paragraphs in this Agreement as to form.

By: \_\_\_\_\_  
CONTRACT ADMINISTRATOR

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

# EXHIBIT A

## Exhibit "A"

The delineation of a highway right of way line along the southerly side of SR-106 situate in the SW1/4NE1/4 of Section 24, Township 2 North, Range 1 West, Salt Lake Base and Meridian. The alignment of said southerly highway right of way line being more particularly described as follows:

Beginning at a point on the Southerly right of way line of Highway SR-106 which falls 273.01 feet North  $89^{\circ}38'12''$  East, and 66.89 feet South  $00^{\circ}21'48''$  East, from a monument representing the intersection of 400 North Street and 800 West street (Basis of bearing being North  $89^{\circ}38'12''$  East between the aforesaid monument and a monument representing the intersection of 400 North street and 660 West Street); thence South  $84^{\circ}07'29''$  East 265.00 feet to the toe of an existing slope: thence along the said toe of an existing slope the following fourteen (14) courses (1) South  $78^{\circ}36'31''$  East 80.00 feet; thence (2) South  $72^{\circ}14'05''$  East 27.00 feet; thence (3) South  $81^{\circ}06'36''$  East 58.00 feet; thence (4) South  $86^{\circ}44'52''$  East 50.00 feet; thence (5) South  $81^{\circ}25'41''$  East 60.00 feet; thence (6) South  $77^{\circ}46'38''$  East 135.00 feet; thence (7) South  $85^{\circ}48'14''$  East 50.00 feet; thence (8) South  $88^{\circ}35'28''$  East 100.00 feet; thence (9) South  $87^{\circ}36'35''$  East 50.00 feet; thence (10) North  $89^{\circ}35'43''$  East 35.00 feet; thence (11) South  $81^{\circ}34'17''$  East 27.00 feet; thence (12) North  $86^{\circ}39'39''$  East 33.00 feet; thence (13) North  $73^{\circ}07'00''$  East 21.00 feet; thence (14) North  $54^{\circ}26'34''$  East 10.18 feet more or less to the Southwesterly corner of a concrete apron constructed for slope protection.



**WEST BOUNTIFUL CITY**

**ORDINANCE 416-19**

**AN ORDINANCE UPDATING CONSTRUCTION STANDARDS  
AND SPECIFICATIONS FOR WEST BOUNTIFUL CITY**

**WHEREAS**, the West Bountiful City Council desires to maintain current standards and specifications for construction, design, and on-site review of all public improvements such that the health, safety and welfare of the community is preserved; and

**WHEREAS**, the Utah Legislature adopted House Bill 322 in 2017 stating that Land Use Regulations, including Construction Standards and Specifications, be adopted by Ordinance; and

**WHEREAS**, the City Engineer is recommending updates and modifications to the previously adopted City design standards, which provide requirements specific to West Bountiful for the construction of municipal infrastructure such as streets, water, and storm drain systems, and

**WHEREAS**, the planning commission held a public hearing on July 9, 2019 and voted unanimously to recommend approval of the proposed updates to the West Bountiful Minimum Construction Standards.

***NOW, THEREFORE, BE IT ORDAINED BY THE WEST BOUNTIFUL CITY COUNCIL THAT THE UPDATES PROPOSED BY THE CITY ENGINEER AND RECOMMENDED BY THE PLANNING COMMISSION BE MODIFIED AS SHOWN IN EXHIBIT A.***

**ADOPTED** this 16<sup>th</sup> day of July, 2019. This Ordinance will become effective upon signing and posting.

\_\_\_\_\_  
Kenneth Romney, Mayor

<u>Voting by the City Council:</u>	<u>Aye</u>	<u>Nay</u>
Councilmember Ahlstrom	_____	_____
Councilmember Bruhn	_____	_____
Councilmember Enquist	_____	_____
Councilmember Preece	_____	_____
Councilmember Williams	_____	_____

ATTEST:

\_\_\_\_\_  
Cathy Brightwell, City Recorder

# MEMORANDUM



**TO:** Planning Commission

**DATE:** June 21, 2019

**FROM:** Ben White, City Engineer

**RE:** Updating Public Works Construction Standards

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A few changes to the City's construction standards are being recommended due to observed construction trends and observations by city public works personnel, as well as recent changes to the city municipal code.

House Bill 232 in the 2017 General Legislative Session defined Construction Standards and Specifications (Standards) as a "Land Use Regulation." The Bill further states that Land Use Regulations will be adopted by ordinance.

The Planning Commission held a public hearing on July 9<sup>th</sup> where no public comment was offered. Following discussion by the Planning Commission, a positive recommendation was unanimously approved.

Substantive changes to the Standards include:

1. Detail 297SP: Update the distance requirement between the main and accessory structures to reflect the 8 ft. minimum as recently changed in city ordinance.
2. Detail 384 and 385SP: Update the minimum pavement thickness to 4 in. as approved by a previous update.
3. Text which prohibits the splicing of water service laterals between the water main and water meter setter.
4. New Detail 521SP: Detail for water meters located in driveways.
5. Street Light Base: Add detail to require concrete bases for all new residential streetlights. The recent trend has been for developers to install direct bury poles. Direct bury poles have not performed satisfactorily.
6. Public Works is lobbying for the requirement that all new sidewalks to be 6 in. thick concrete. The Planning Commission supported the request. The rationale is that new sidewalks in new subdivisions must be removed and replaced where proposed driveways are located. This sometimes equates to 25% of the sidewalk. Also, it would reduce the damage to the remainder of sidewalk during construction. The downside is that the home builder and developer are often different parties. The higher 6" thick concrete standard places a larger cost burden on the developer.

## **West Bountiful City Minimum Construction Standards**

This policy defines the general requirements for improvements to be constructed by any developer, sub-divider, owner, or contractor for construction, including residential, commercial, industrial, institutional, governmental entities. All improvements which are in areas that are or will become public rights-of-way and/or easements, or that will be under the responsibility of a homeowner's association shall meet these requirements.

The Utah Chapter, American Public Works Association (APWA) Manual of Standard Specifications and Standard Plans, latest addition with all approved supplements is the City's general construction standard. The City has some local standards that deviate from the APWA standards. City Municipal Code and the standards included in this policy shall supersede APWA and other standards whenever they conflict. Any variation, substitution or exception from the standards in this policy must be authorized by the City Engineer or his/her designee. Any item of construction not covered by the provided standards must have plans and specifications approved by the City Engineer or his/her designee.

1. Storm drainage system
  - a. Inlet boxes
    - i. Installed at intersections to eliminate waterways (cross gutters) wherever possible
    - ii. Installed at 800± foot spacing along curb & gutter streets
    - iii. Max. gutter flow is 1.6 CFS for 25-year recurrence frequency
    - iv. Standard box is 18" X 42" with bicycle safe inlet grate
    - v. Wood shims and similar materials are not permitted to adjust frame elevations
  - b. Cleanout boxes
    - i. Installed at all pipe junctions with pipes 8 inch or larger
    - ii. Installed at change in grade or change in alignment
    - iii. Standard box is 18 X 48 solid cover
    - iv. May be 60-inch manholes
  - c. Line size, type and capacity
    - i. Minimum size shall be 15" in street right of ways
    - ii. Pipe material is RCP
    - iii. The rational formula may be used to determine line capacity within each drainage sub-basin.
    - iv. Minimum slope shall provide for 3 fps at 80% capacity
  - d. A site drainage plan will show existing and finish grades for the entire property being considered as well as information relating to upstream and downstream contributing areas, flow rates, existing infrastructure capacity, proposed infrastructure design capacities and specifications.

- e. Video inspection of pipelines is required prior to acceptance.
  - f. Minimum cover and placement
    - i. The pipe, including the bell, shall be placed at least 15 inches below the lip of the curb & gutter.
    - ii. Additional depth as required to accommodate area drain systems.
    - iii. Storm drain line installed with the centerline of the pipe 24 inches into the street from the lip of the gutter.
    - iv. Tangent lines may not cross behind curb & gutter on curve streets.
  - g. UPDES permit
    - i. Comply with the City's Storm Water Management Plan requirements
    - ii. Prepare SWPPP with BMPs incorporated
    - iii. Rear yard drains with an 8" minimum pipe size, are required whenever the average ground running slope is less than 2%.
2. Culinary Water System
- a. Isolation valves
    - i. Installed at each intersection, all directions
    - ii. Installed not to exceed 800 feet between valves
    - iii. Placed at logical locations (fence lines, property corners, near fire hydrants)
    - iv. Concrete collar is required
  - b. Fire hydrants
    - i. Installed not to exceed 400 feet spacing (residential)
    - ii. Installed not to exceed 300 feet spacing (commercial)
    - iii. Installed at property line projections
    - iv. Installed at every dead-end line. These hydrants are for flushing purposes and are not considered part of the fire protection system.
    - v. Installed at the intersection entrance to cul-de-sacs.
    - vi. Auxiliary valve for hydrant installed at the mainline.
  - c. Main Line size and placement
    - i. Approved material is C-900 PVC class 200 w/#12 locator wire
    - ii. Minimum line size is 8 inches or as per City Master Plan
    - iii. Minimum depth is 48 inches of cover
    - iv. Placed 10 feet north or east from the street centerline
    - v. Waterline shall parallel street centerline, with bends as required.
    - vi. All trace wire shall be tested for continuity in the presence of the inspector
  - d. Culinary water service lines
    - i. 3/4" minimum size for residential, 1" allowed
    - ii. Commercial / industrial service and meter size determined by anticipated fixture unit demand
    - iii. Residential meter vaults shall be 20" white PVC with 21" risers
    - iv. Services placed to the center of the residential lot unless otherwise approved
    - v. The property owner is responsible for concrete maintenance where water meters are in driveways.
    - vi. Relocation of water meters which require splicing the service line between the

water main and the meter setter are not permitted.

- vii. Service lateral extended 10 feet beyond property line and marked with a 2X4 or other full-depth marker

### 3. Street design

- a. Minimum street right-of-way width is 50 feet.
- b. Maximum length of cul-de-sac, 400 feet from the center of the intersecting street to the center of the cul-de-sac circle, as measured along the centerline.
- c. The maximum length of a dead-end street which is to extend in the future is 1000 feet from the center of the nearest through cross street intersection to the street end. A temporary turn around is required on the dead end if the street is more than 150 feet long.
- d. A second means of access is required for all development with a permanent dead end exceeding 400 feet and a temporary dead end exceeding 1000 feet, measured as described above.
- e. Minimum street curve radius is 150 feet.
- f. Cul-de-sac right-of-way radius is 50 feet.
- g. Street intersections at right angles preferred, with 10 degree approach angle allowance.
- h. "T" intersections preferred with centerline to centerline spacing of 295 foot offset between intersections.
- i. The approach to an intersection shall have at least 100 feet of tangent (perpendicular) approach.
- j. Standard street section
  - i. 30" wide, 6" high back style curb & gutter
  - ii. 48" park strip
  - iii. 48" wide 6" thick concrete sidewalk (6" thick concrete & 6" base thru residential driveway). Sidewalks approved without an adjacent 4' wide park strip shall be a minimum 6" thick with 6" base course.
  - iv. 29' wide asphalt surface (residential)
    - (1) 4" asphalt
    - (2) 8" roadbase
    - (3) 12" subbase
    - (4) Mirafi 160N geotextile fabric or equal
  - v. Streets with right of ways greater than fifty feet wide
    - (1) 5" asphalt
    - (2) 8" road base
    - (3) 12" subbase
    - (4) Mirafi 160N geotextile fabric or equal
  - vi. 20' back-of-curb radius at corners for 50' right of ways and 30' back-of curb radius if intersecting with a 60' or larger right of way.
  - vii. Construction of public improvements which does not meet the minimum required standard is to be removed and replaced at no cost to the city.
  - viii. One compaction test per lift of imported granular base and sub-base material is

required for every 500 square yards

- ix. In addition to the compaction test requirements, subbase and base course layers will be proof rolled by a loaded water truck or equivalent. Any noticeable deflection in base materials is to be removed and remediated.

k. Street elevations

- i. 0.50% minimum gutter slope
- ii. 1.0% minimum and 4% maximum cross slope
- iii. Sidewalk installed 0.10' above top of curb

l. Street Lights

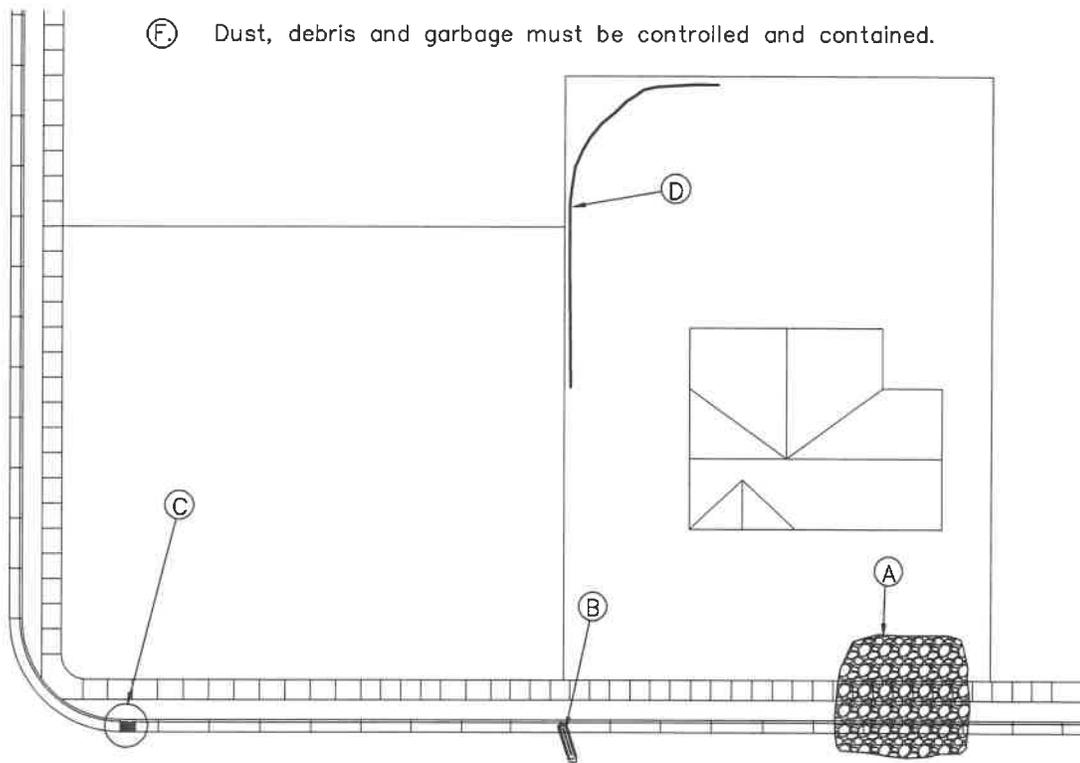
- i. Lights shall be installed at street intersections, dead ends, group mailboxes, a maximum 350 feet spacing or as otherwise approved by the City.
- ii. Poles in residential areas shall be 14' fiberglass with 100 Watt HPS equivalent LED fixtures with IES Type III distribution.
- iii. Street light installations shall include a concrete base per approved details
- iv. Fixtures shall be Granville or American Revolution unless otherwise approved by the City.
- v. All construction shall be in accordance with Rocky Mountain Power's installation requirements

4. Other items

- a. Group mailboxes are to be located off main streets whenever possible and a 100' minimum from the center of a street intersection.
- b. Extend all stub streets to property boundary, including extensions to future development as directed by the City.
- c. End of construction inspection shall be free of defects, damage and debris.
- d. Landscaped areas shall not be graded with a slope steeper than 30% without mechanical stabilization.
- e. Storm water basins which are designed to hold water deeper than 24" are to have slopes no steeper than 30% without mechanical stabilization and fenced with a 6' high chain link fence unless an exception is granted by the City.
- f. Inspections to release residential and commercial construction bonds will not be completed until after all landscaping which may negatively impact public improvements is completed.
- g. Residential drive approaches shall be located a minimum of 50 feet from the center of a street intersection
- h. Extraordinary repairs, as defined by the city code, as well as any new damage to public improvements are required to be repaired as a condition of a building permit for properties with existing main structures (as defined by municipal code).
- i. Concrete and other public improvements will be held to the same standard as newly constructed improvements for properties with a building permit for the original

- construction of a main structure (as defined by municipal code).
- j. All trenches in street right of way shall be backfilled with imported granular material as directed and approved by the public works department
  - k. Required soils report shall include
    - i. Subsurface water level fluctuations
    - ii. Bearing capacity and foundation design requirements
    - iii. Pavement design recommendation including subgrade CBR value (as applicable)
    - iv. Slope stability
    - v. Special considerations such as geologic hazards, collapsible or expansive soils
5. Water, secondary water, storm drain, sewer utility improvements are to be shown in plan and profile drawings for new construction.

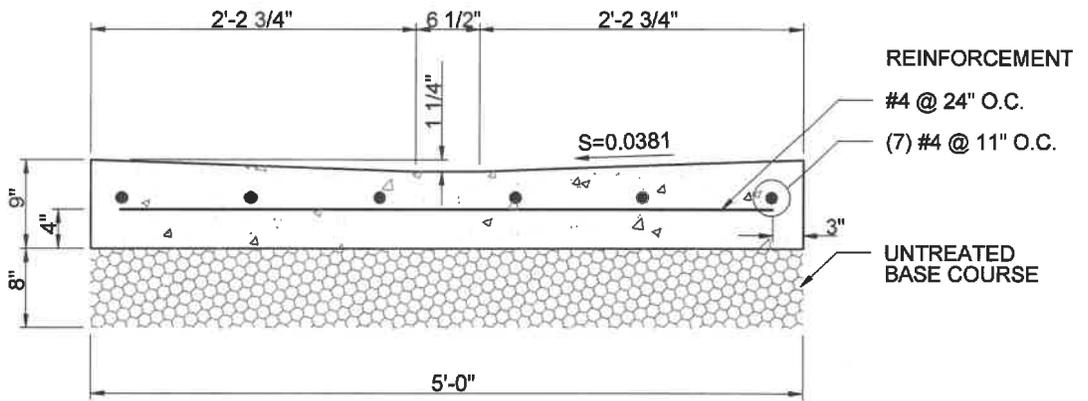
- (A) Clean, free draining material (gravel 1/2" diameter or larger) is required for concrete protection. No native or imported soil is allowed.
- (B) Gravel sock or equivalent silt barrier is required at the property line.
- (C) Inlet protection such as a filter fabric under the grate is required if storm drain inlet is within 250 feet of lot line.
- (D) Silt fence is required on the down hill side of lot as necessary to prevent the discharge of soil material from the site.
- (E) Inspection will not occur if site is not in SWPPP compliance. Fines for tracking mud or the discharge of soil materials is \$299 per occurrence.
- (F) Dust, debris and garbage must be controlled and contained.



## TYPICAL EROSION PREVENTION

REVISED 2/13

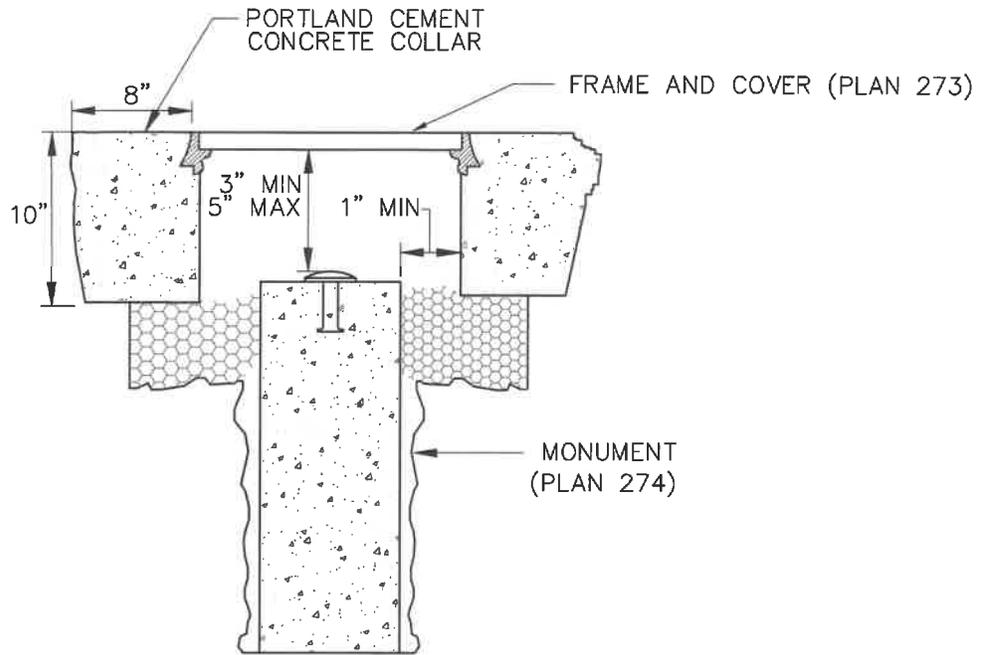
PLAN 126 SP



# TYPICAL WATERWAY

REVISED 2/11

PLAN 211 SP

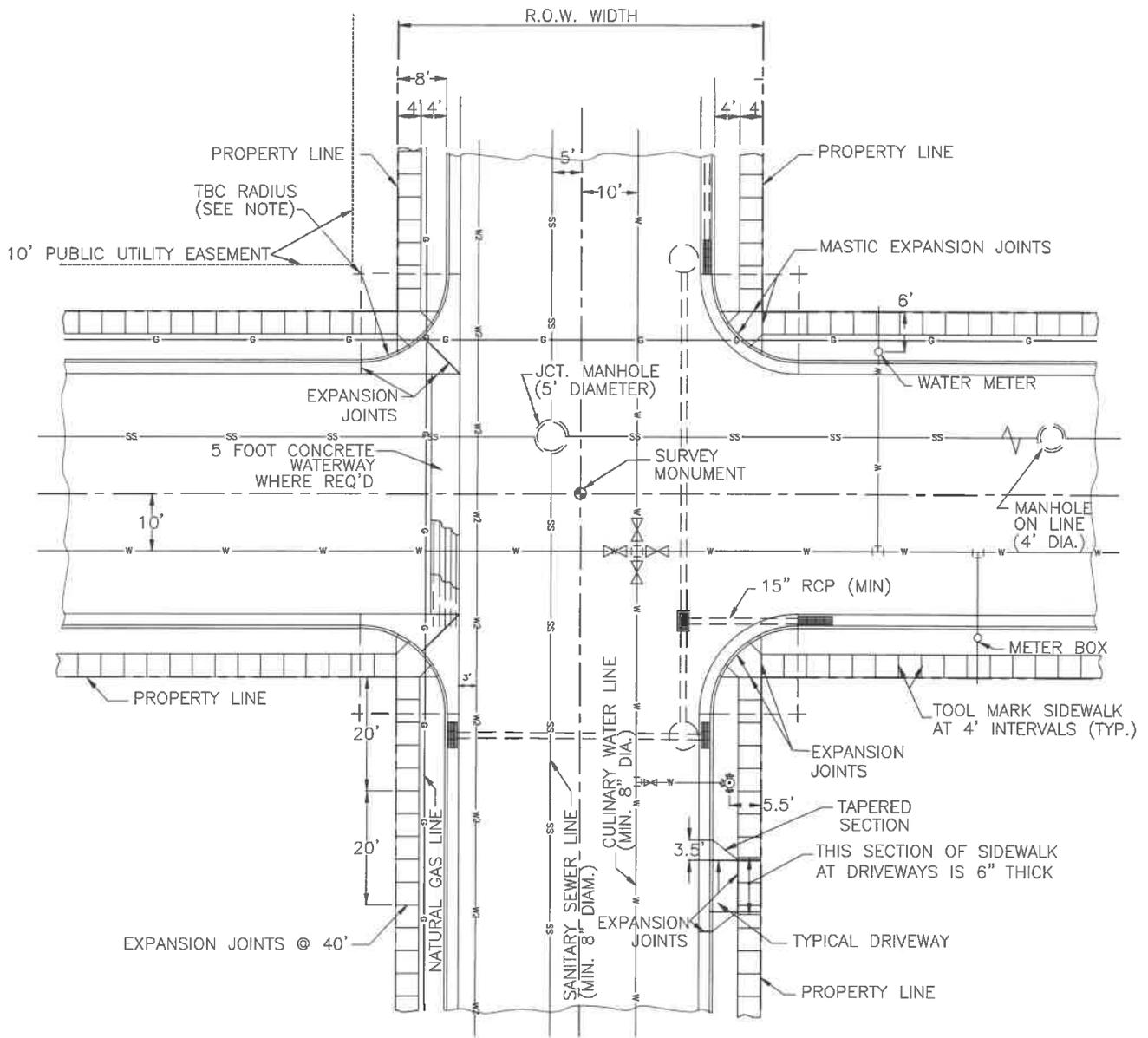


SECTION



**CONCRETE COLLAR FOR SURVEY MONUMENT  
PLAN 275 SP**

REVISED 8/17



### NOTES

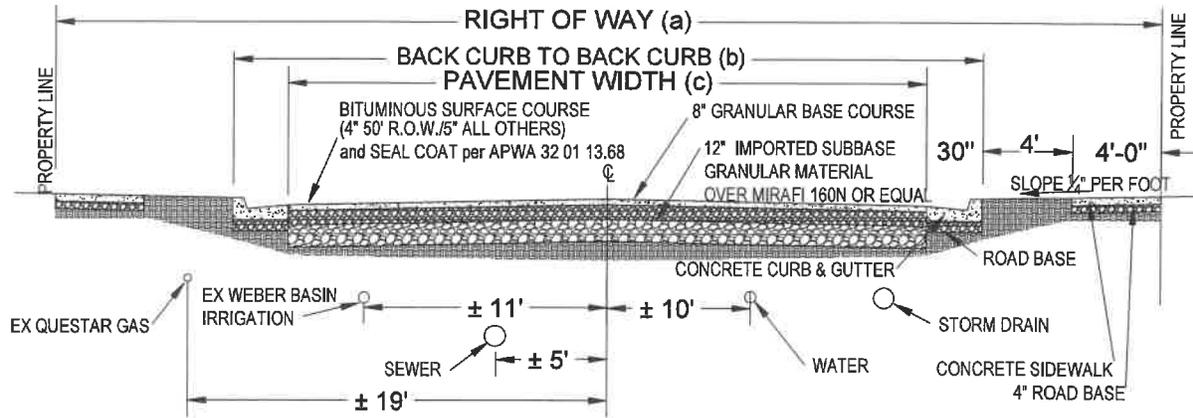
1. TBC RADIUS SHALL BE 20' WHEN BOTH STREETS ARE 50' R.O.W., 30' RADIUS FOR ALL OTHER SITUATIONS.



## TYPICAL STREET SECTION

REVISED 1/17

PLAN 295 SP



R.O.W. (a)	(b)	(c)
50'	34'	29'
66'	50'	45'

**CRUSHED AGGREGATE  
SUB BASE COURSE MATERIAL**

SIEVE (inch)	% PASSING
3"	100
1"	81-91
1/2"	67-77
NO. 4	40-50
NO. 16	20-26
NO. 200	6-10

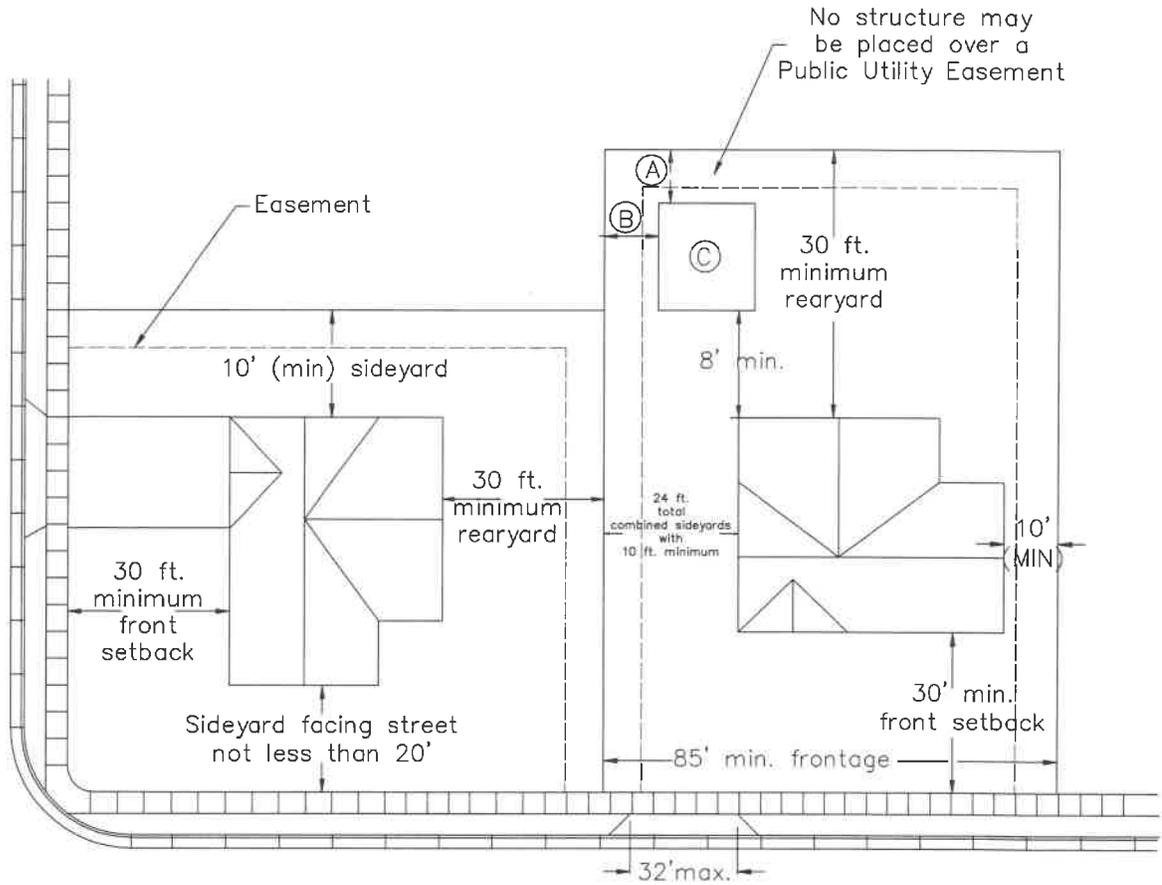


**TYPICAL STREET CROSS SECTION**

REVISED 6/19

**PLAN 296 SP**

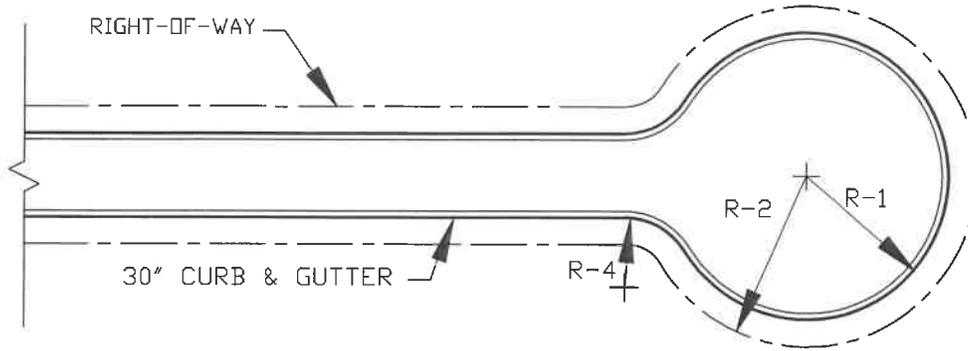
- Ⓐ Rear yard setback for an accessory building is 6' minimum or 3' if the structure is fire rated.
- Ⓑ Side yard setback for an accessory building is 6' minimum or 3' if the structure is fire rated.
- Ⓒ Accessory building cannot cover more than 35% of the rear yard.



## TYPICAL LOT LAYOUT

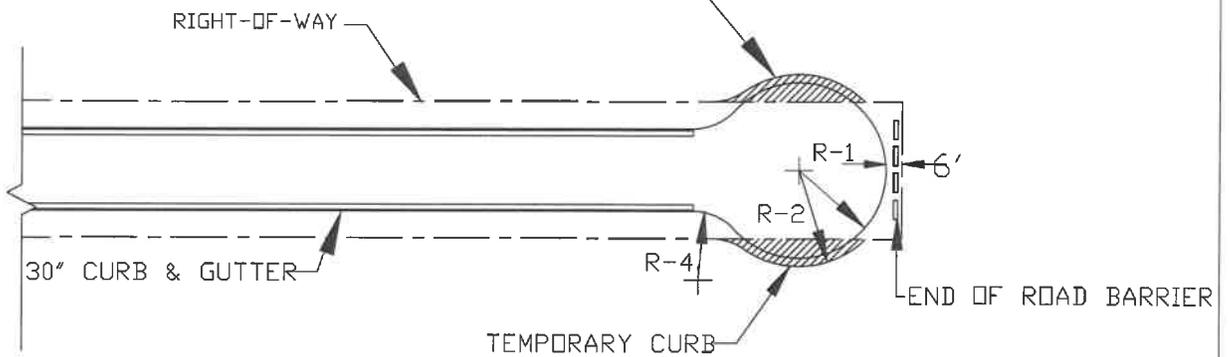
REVISED 6/19

PLAN 297 SP



**STANDARD CUL-DE-SAC**

TEMPORARY EASEMENT, REVERSIONARY TO ABUTTING PROPERTY UPON CONSTRUCTED EXTENSION OF STREET.



**TEMPORARY CUL-DE-SAC**

NOTE: ALL TEMPORARY CUL-DE-SAC VARIATIONS MUST HAVE APPROVAL OF THE CITY ENGINEER PRIOR TO CONSTRUCTION.

STANDARD	
R-1	42'
R-2	50'
R-4	25'



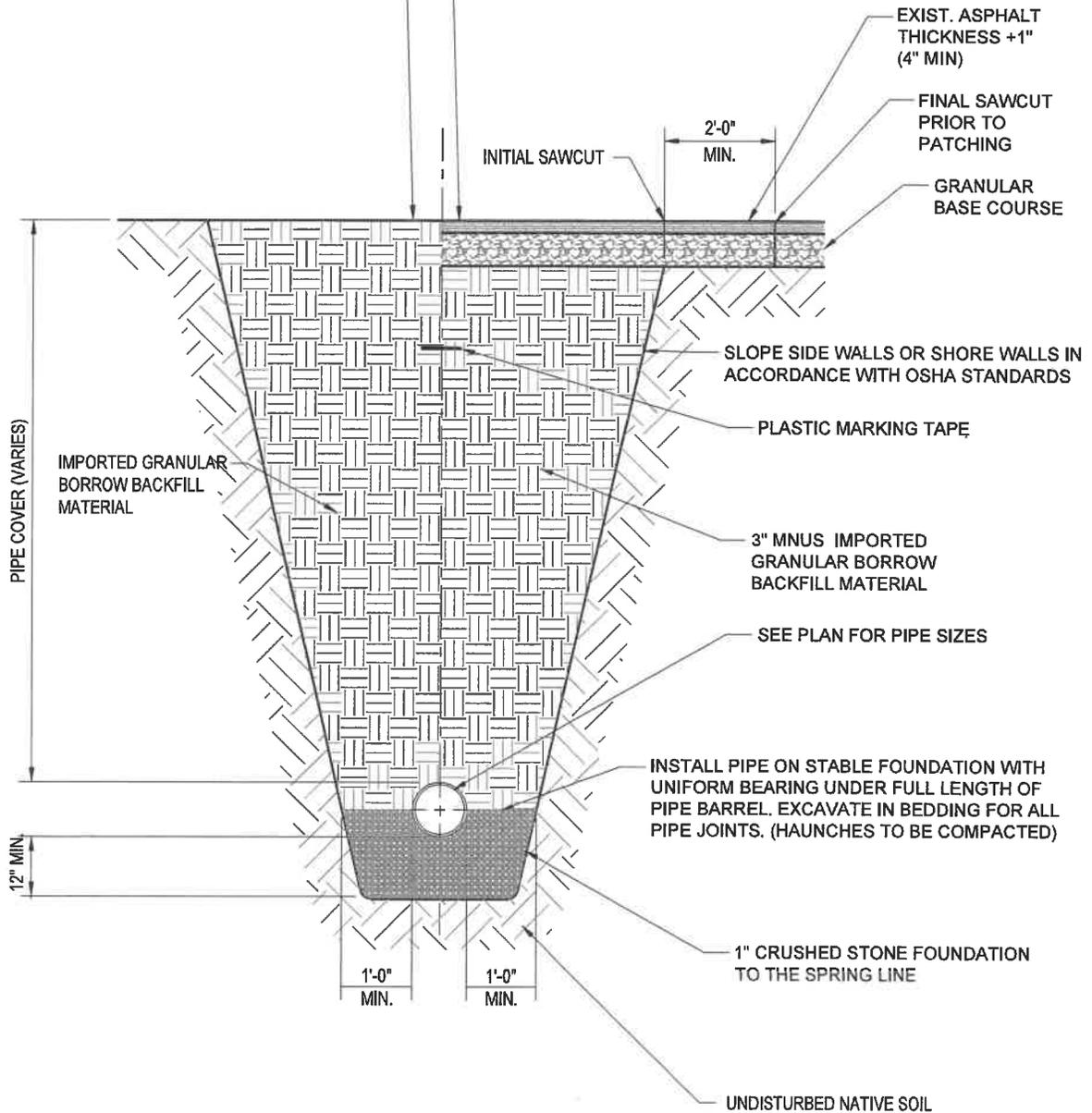
**TYPICAL CUL-DE-SAC**

REVISED 9/17

**PLAN 298 SP**

CONSTRUCTION IN LANDSCAPED AND OTHER UNIMPROVED AREAS COMPACT TO 92% MAX. DRY DENSITY PER ASTM D 1557

CONSTRUCTION IN STREETS, ROADS, AND OTHER PAVED AREAS COMPACT TO 96% AVERAGE MAX. DRY DENSITY PER ASTM D 1557



## TYPICAL CONCRETE PIPE TRENCH SECTION

REVISED 4/18

PLAN 385 SP

GENERAL WATER SYSTEM REQUIREMENTS:

1. 10'-0" MIN. EDGE TO EDGE HORIZONTAL CLEARANCE IS REQUIRED BETWEEN WATER AND SEWER PIPE LINES.
2. WHERE WATER AND SEWER LATERALS MUST CROSS, WATER LATERAL SHALL BE 18" ABOVE THE SEWER LATERAL AS MEASURED FROM THE BOTTOM TO TOP OF PIPES. THIS SEPARATION SHALL BE MAINTAINED FOR AT LEAST 10'-0" EITHER SIDE OF CROSS POINT.
3. UTAH DIVISION OF DRINKING WATER APPROVAL IS REQUIRED TO LOOP ANY WATER PIPE LINE UNDER A SANITARY SEWER PIPE LINE.
4. ALL THRUST BLOCKS MUST BE INSPECTED BY WEST BOUNTIFUL CITY PUBLIC WORKS PRIOR TO CONCRETE PLACEMENT.
5. ALL FITTINGS MUST BE INSPECTED BY WEST BOUNTIFUL CITY PUBLIC WORKS PRIOR TO BACKFILL.
6. A THREE (3') FOOT SEPARATION IS REQUIRED BETWEEN WATER SERVICE LATERAL TAPS.
7. ALL BENDS, TEES VALVES AND OTHER FITTINGS SHALL BE INSTALLED WITH CONCRETE AND MEGALUG OR ALPHAGRIP TYPE RESTRAINT AND SHALL BE GREASED AND WRAPPED WITH 8 MIL POLYETHYLENE.
8. BACKFILL: PROVIDE AND PLACE PER APWA SECTION 33 05 20. COMPACT PER APWA SECTION 31 23 26 TO A MODIFIED PROCTOR DENSITY OF 96-PERCENT OR GREATER. MAXIMUM LIFT THICKNESS IS 8-INCHES BEFORE COMPACTION. ALL BEDDING BACKFILL SHALL BE CONTINUOUS AND UNIFORM IMPORTED ENGINEERED  $\frac{3}{4}$ " MINUS GRANULAR MATERIAL.
9. PRESSURE TEST ALL WATER LINES FOR A MINIMUM OF 2 HOURS AT 200 PSI PRESSURE WITH ZERO LOSS.
10. ALL NEW HYDRANTS SHALL BE MUELLER SUPER CENTURION
11. STAINLESS STEEL BOLTS ARE REQUIRED FOR ALL BURIED APPURTENANCES AND "COR-BLUE" OR EQUAL BOLTS ON ALL BURIED FITTINGS.
12. DISINFECTION SHALL BE IN ACCORDANCE WITH APWA STANDARD SPECIFICATIONS, STATE OF UTAH RULE 309-520, AWWA A100 WATER WELLS, AWWA C651 DISINFECTION OF WATER MAINS, AWWA C652 DISINFECTION OF WATER STORAGE FACILITIES AND AWWA C654 DISINFECTION OF WELLS
13. A MINIMUM FOUR FOOT DEPTH OF BURY FROM TOP OF PIPE TO GROUND SURFACE IS REQUIRED UNLESS SPECIFICALLY STATED OTHERWISE.
14. ALL 14" AND LARGER VALVES SHALL BE MUELLER LINESEAL III SERIES BUTTERFLY VALVES CLASS 250 WITH BURIED SERVICE ACTUATORS. VALVES 12" AND SMALLER SHALL BE MUELLER A-2360 SERIES, AMERICAN FLOW SERIES 2500 OR APPROVED EQUAL GATE VALVES.
15. PIPE LENGTHS SHOWN IN PROFILE ARE HORIZONTAL LENGTHS. NO ADJUSTMENT FOR VERTICAL COMPONENT HAVE BEEN MADE.
16. DISCHARGING SUPER CHLORINATED WATER INTO THE SANITARY SEWER SYSTEM REQUIRES ADVANCE WRITTEN PERMISSION FROM SOUTH DAVIS SEWER DISTRICT.
17. ALL MATERIALS INCLUDING PIPE, GASKETS, LUBRICANTS AND O-RINGS SHALL BE ANSI-CERTIFIED AS MEETING THE REQUIREMENTS OF NSF STANDARD 61 AND STAMPED WITH THE NSF LOGO.
18. PIPES AND PIPE FITTINGS CONTAINING MORE THAN 8% LEAD AND LEAD-TIP GASKETS SHALL NOT BE USED. REPAIRS TO LEAD-JOINT PIPE SHALL BE MADE USING ALTERNATIVE METHODS.
19. PIPE, PIPE JOINTS, FITTINGS, VALVES AND HYDRANTS SHALL CONFORM TO NSF STANDARD 61 OR STANDARD 14, AND APPLICABLE ANSI/AWW STANDARDS C104-A21.4-03 THROUGH C550-05 AND C900-7 THROUGH C950-07.
20. DO NOT DROP PIPE INTO TRENCH. PIPE ACCIDENTALLY OR INTENTIONALLY DROPPED SHALL BE REMOVED FROM THE JOBSITE REGARDLESS WHETHER THERE IS VISIBLE DAMAGE OR NOT.
21. OPEN ENDS OF ALL PIPELINES UNDER CONSTRUCTION SHALL BE SEALED AND SAFELY SECURED AT THE END OF EACH WORK DAY.
22. ALL WATER SERVICE LATERALS INCLUDING PIPING, METER, METER SETTER AND CONNECTION TO PRIVATE PROPERTY OWNER'S SYSTEM SHALL CONFORM TO THE CURRENT PLUMBING CODE ADOPTED BY THE STATE OF UTAH. PLUMBING PIPES AND FITTINGS SHALL BE CERTIFIED TO MEET NSF/ANSI 372 OR NSF/ANSI 61, ANNEX G. CAP SERVICE FUTURE SERVICE LINES IF NOT IMMEDIATELY CONNECTED.
23. PVC PIPE SHALL BE INSTALLED PER ASTM D2774 RECOMMENDED PRACTICE FOR UNDERGROUND INSTALLATION OF THERMOPLASTIC PRESSURE PIPING AND PVC PIPE, AND AWWA MANUAL OF PRACTICE M23, 2002.
24. TRACE WIRE SHALL BE 12 GAUGE SHIELDED COPPER WITH WATERTITE CONNECTORS. TRACE WIRE TO BE RUN WITH ALL WATER MAINS, HYDRANT LATERALS AND SERVICE LATERALS TO THE METER BOX. WIRES ARE TO BE TERMINATED INSIDE VALVE AND METER BOXES AND AT HYDRANT BASES.

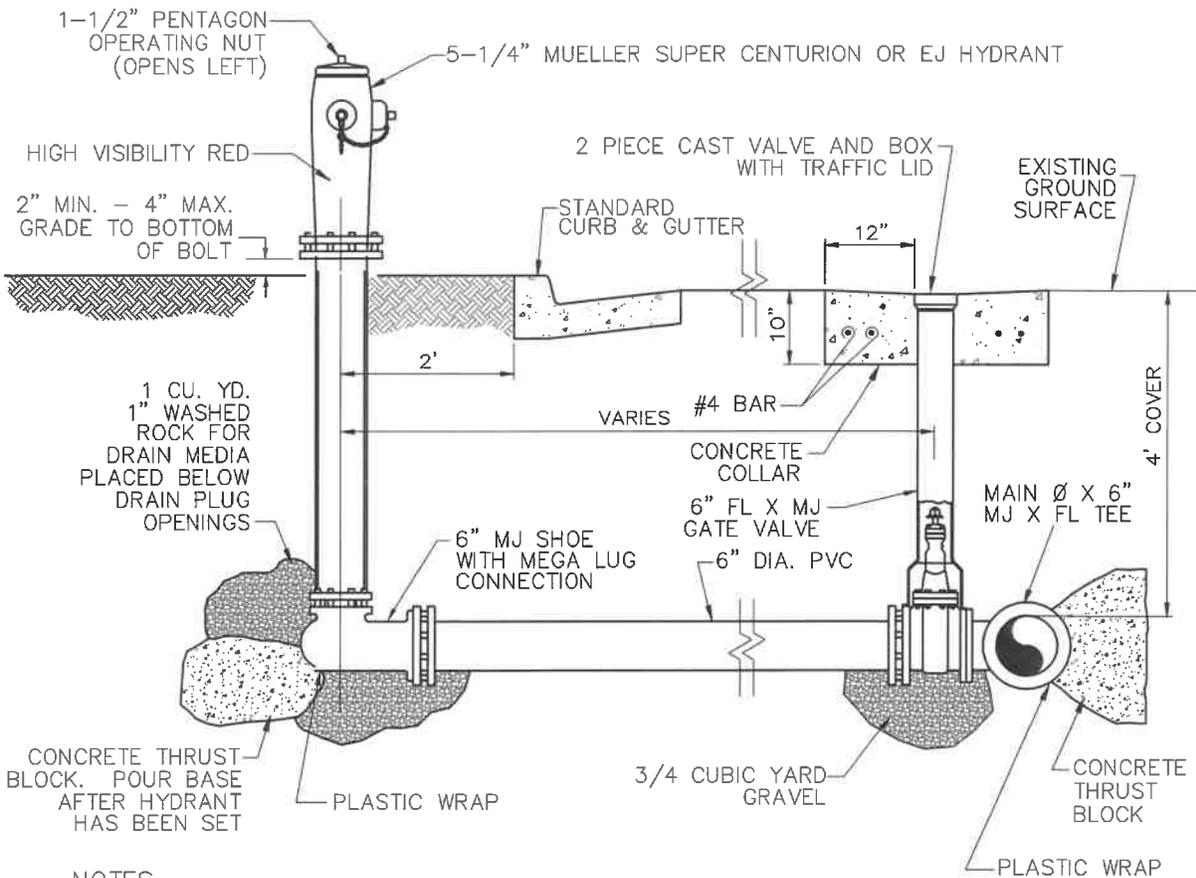


## GENERAL WATER SYSTEM REQUIREMENTS

REVISED 1/17

PLAN 500 SP

1 OF 1



**NOTES:**

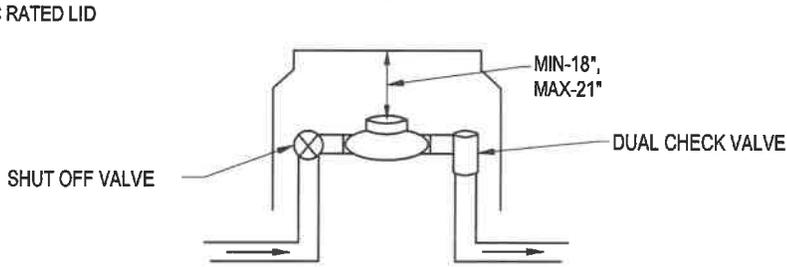
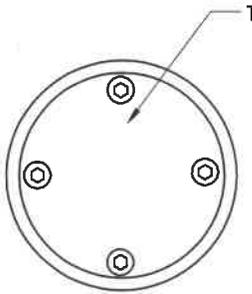
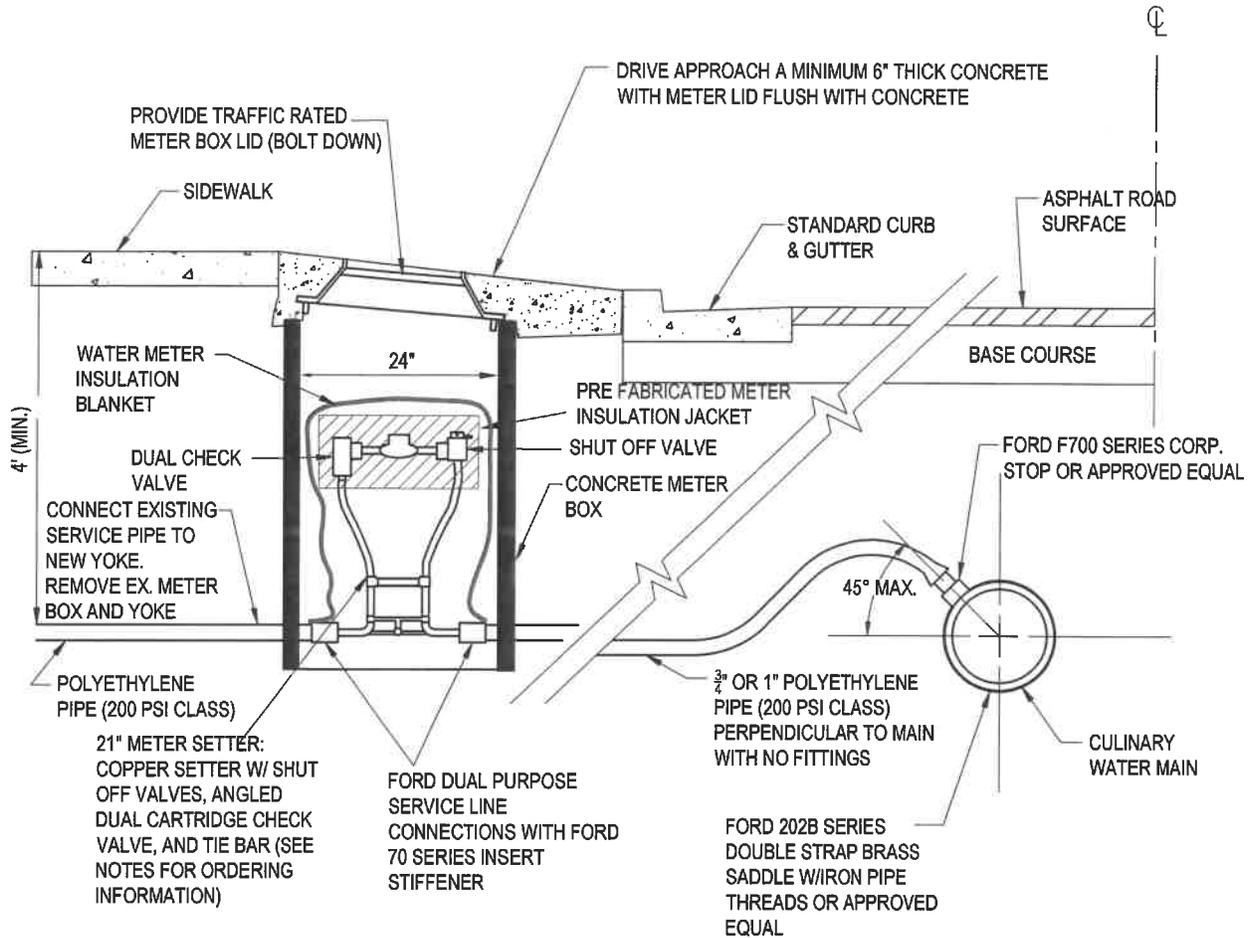
1. INSPECTION: PRIOR TO BACKFILLING, SECURE INSPECTION OF INSTALLATION BY PUBLIC WORKS.
2. BACKFILL: INSTALL AND COMPACT ALL BACKFILL MATERIAL PER SPECIFICATIONS.
3. HYDRANT: DRY BARREL PER AWWA C520.
  - A. PROVIDE AT LEAST 1 CUBIC YARD OF SEWER ROCK AROUND DRAIN HOLE AT BASE OF HYDRANT. PLACE TAR PAPER OR PLASTIC OVER SEWER ROCK TO PREVENT SILTING.
  - B. PAINT FIRE HYDRANT RED.
  - C. APPLY POLY-FM GREASE TO ALL BURIED METAL SURFACES. WRAP WITH 8 MIL THICK POLYETHYLENE SHEET AND TAPE WRAP.
4. THRUST BLOCKS: NOT REQUIRED FOR FLANGED OR WELDED PIPE SYSTEMS.
5. BOLTS: STAINLESS STEEL BOLTS ARE REQUIRED ON ALL BURIED APPERTENANCES "COR-BLUE" OR EQUAL BOLTS ARE REQUIRED ON ALL BURIED FITTINGS



**TYPICAL FIRE HYDRANT**

REVISED 1/17

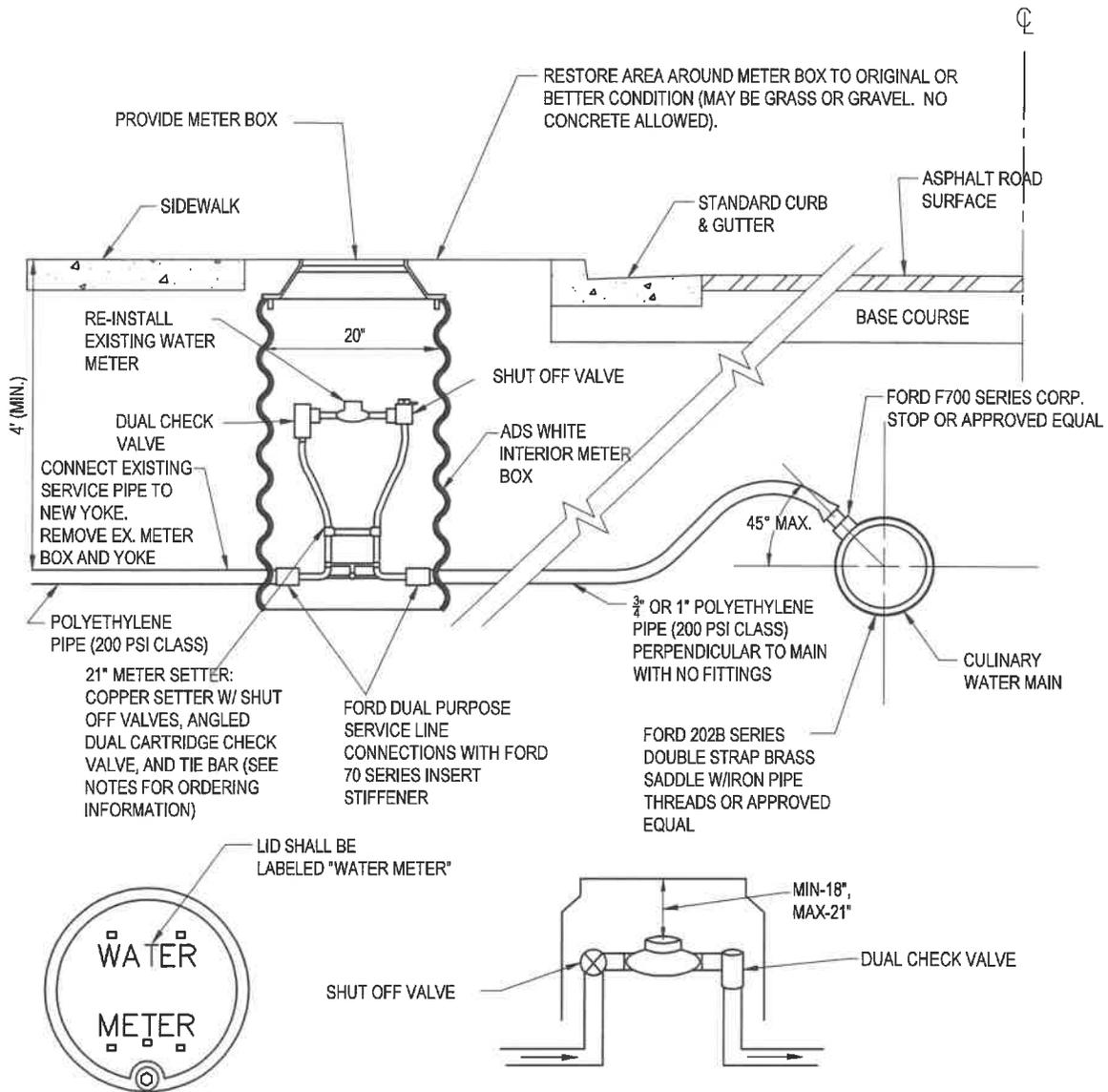
**PLAN 511 SP**



# TYPICAL RESIDENTIAL WATER SERVICE IN DRIVEWAY OR CONCRETE

REVISED 10/17

PLAN 521 SP



# TYPICAL RESIDENTIAL WATER SERVICE

REVISED 10/17

PLAN 521 SP

**NOTES:**

1. 10'-0" MIN. EDGE TO EDGE HORIZONTAL CLEARANCE IS REQUIRED BETWEEN WATER AND SEWER LATERAL SERVICE.
2. WHERE WATER AND SEWER LATERALS MUST CROSS, WATER LATERAL SHALL BE 18" ABOVE THE SEWER LATERAL AS MEASURED FROM THE BOTTOM TO TOP OF PIPES. THIS SEPERATION SHALL BE MAINTAINED FOR AT LEAST 10'-0" EITHER SIDE OF CROSS POINT.
3. NO METER BOXES SHALL BE INSTALLED IN DRIVE APPROACHES OR SIDEWALKS UNLESS APPROVED IN WRITING BY THE CITY ENGINEER AND ONLY AFTER OTHER ALTERNATIVES HAVE BEEN EXHAUSTED. RECORDED NOTICE REQUIRING THE PROPERTY OWNER TO BE RESPONSIBLE FOR CONCRETE REPLACEMENT DUE TO MAINTENANCE IS REQUIRED.
4. MINIMUM LATERAL SIZE 3/4".
5. ALL RESIDENTIAL METERS REQUIRE A MINIMUM 20" METER BOX DIA.
6. PRIOR TO BACKFILLING AROUND METER BOX SECURE INSPECTION OF INSTALLATION FROM CITY TO VERIFY INSTALLATION MEETS ALL REQUIREMENTS INCLUDING HEIGHT CLEARANCES.
7. BACKFILL: PROVIDE AND PLACE PER APWA SECTION 33 05 20. COMPACT PER APWA SECTION 31 23 26 TO A MODIFIED PROCTOR DENSITY OF 96-PERCENT OR GREATER. MAXIMUM LIFT THICKNESS IS 8-INCHES BEFORE COMPACTION.
8. PRESSURE TEST ALL WATER LINES AND SERVICES.
9. NO CONCRETE IS ALLOWED AROUND METER BOX PER CITY POLICY.
10. FORD 70 SERIES INSERT STIFFENERS ARE TO BE USED AT ALL CONNECTIONS AND FITTINGS WHERE POLYETHYLENE PIPE OR TUBING IS USED.
11. CITY POLICY PROHIBITS THE USE OF JUMPERS, BYPASS PIPES, OR HOSE TYPE CONNECTIONS TO THE METER SETTER OR SERVICE LINE.
12. METER SETTER: FORD OR MUELLER
13. PROVIDE TRACER WIRE ON ALL WATER LATERALS FROM THE MAIN LINE TO THE METER BOX.
14. WATER METER BOX SHALL BE LOCATED BETWEEN BACK OF CURB AND FRONT OF SIDEWALK, IF CURB AND GUTTER AND SIDEWALK ARE NOT PRESENT, THEN METER BOX SHALL BE LOCATED AS SHOWN ON THE DRAWINGS.
15. WATER METER BLANKET SHALL BE FORD INSULATING BLANKET OR EQUAL
16. PRE MANUFACTURED MOLDED WATER METER INSULATION JACKET

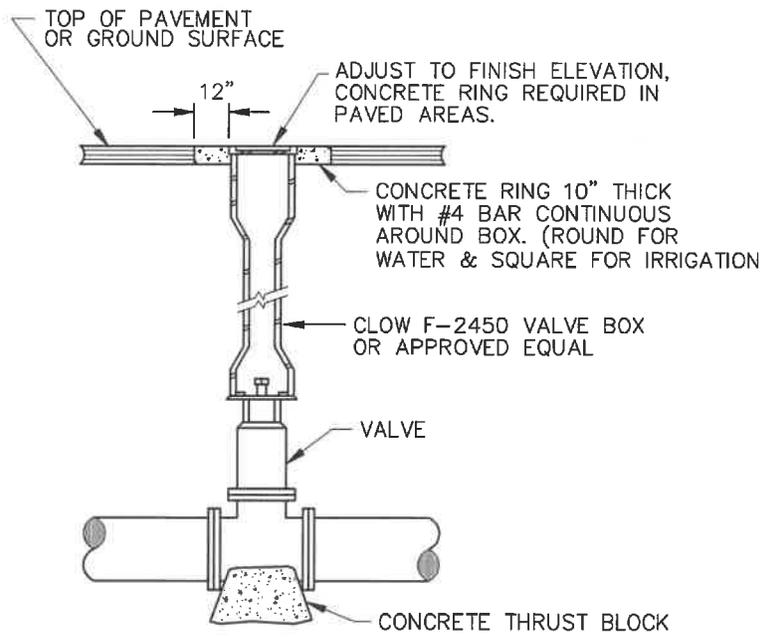


## TYPICAL RESIDENTIAL WATER SERVICE IN DRIVEWAY OR CONCRETE

REVISED 12/14

PLAN 521 SP

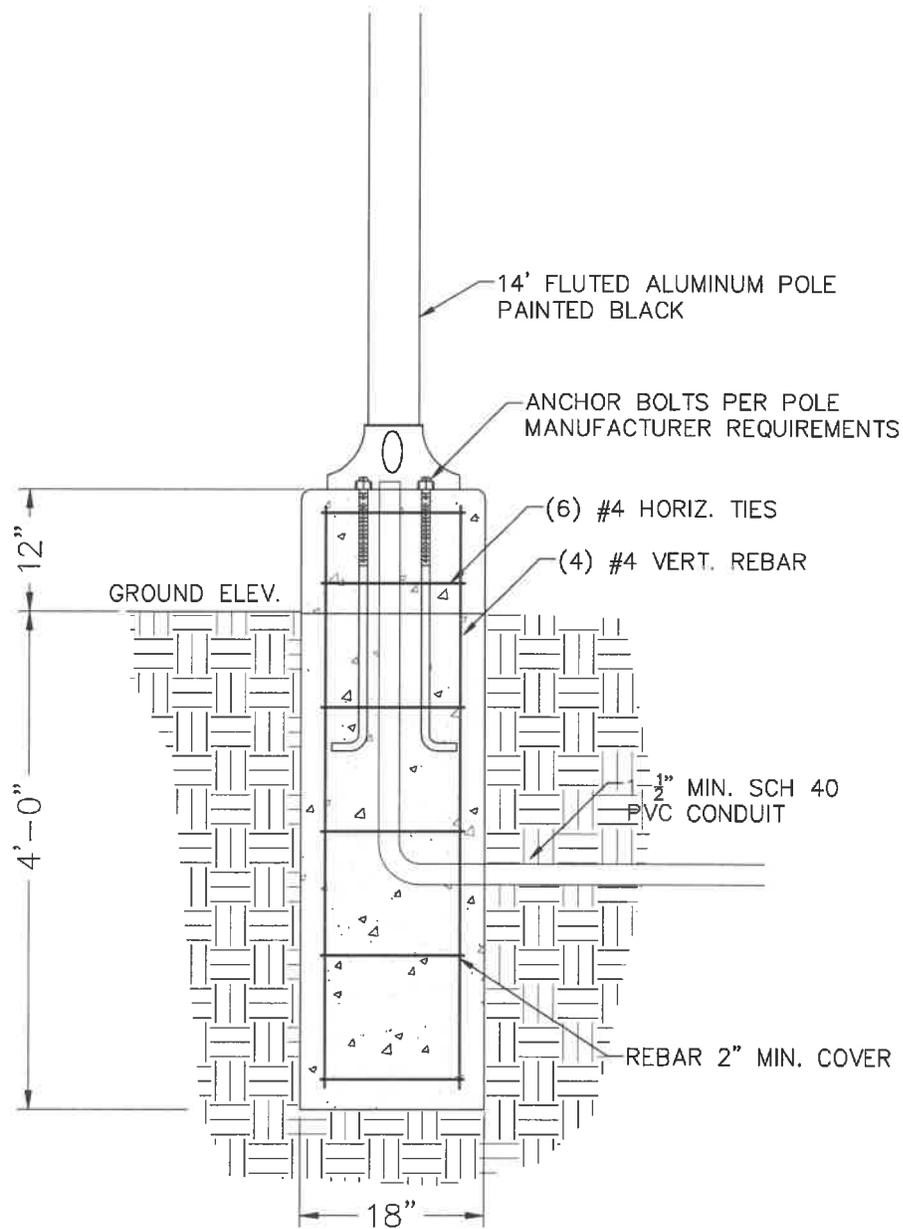
2 OF 2



## TYPICAL VALVE BOX

REVISED 1/17

PLAN 562 SP



# STREET LIGHT POLE BASE

REVISED 1/19

**WEST BOUNTIFUL CITY**  
**SHORT DURATION STORM INTENSITY**

<b>Precipitation Frequency Estimates (inches)</b>																		
<b>ARI* (years)</b>	<b><u>5</u> <u>min</u></b>	<b><u>10</u> <u>min</u></b>	<b><u>15</u> <u>min</u></b>	<b><u>30</u> <u>min</u></b>	<b><u>60</u> <u>min</u></b>	<b><u>120</u> <u>min</u></b>	<b><u>3 hr</u></b>	<b><u>6 hr</u></b>	<b><u>12</u> <u>hr</u></b>	<b><u>24</u> <u>hr</u></b>	<b><u>48</u> <u>hr</u></b>	<b><u>4</u> <u>day</u></b>	<b><u>7</u> <u>day</u></b>	<b><u>10</u> <u>day</u></b>	<b><u>20</u> <u>day</u></b>	<b><u>30</u> <u>day</u></b>	<b><u>45</u> <u>day</u></b>	<b><u>60</u> <u>day</u></b>
<b>1</b>	0.13	0.20	0.25	0.34	0.42	0.56	0.65	0.85	1.07	1.34	1.57	1.89	2.27	2.57	3.40	4.17	5.19	6.16
<b>2</b>	0.17	0.26	0.32	0.43	0.53	0.69	0.80	1.04	1.31	1.65	1.92	2.31	2.78	3.16	4.18	5.11	6.34	7.52
<b>5</b>	0.23	0.35	0.44	0.59	0.73	0.90	1.00	1.25	1.58	1.96	2.29	2.77	3.32	3.75	4.94	6.00	7.43	8.81
<b>10</b>	0.29	0.44	0.54	0.73	0.91	1.09	1.19	1.45	1.81	2.23	2.59	3.15	3.77	4.24	5.52	6.68	8.29	9.81
<b>25</b>	0.38	0.58	0.72	0.97	1.20	1.41	1.50	1.75	2.16	2.59	3.00	3.67	4.38	4.86	6.26	7.55	9.38	11.06
<b>50</b>	0.47	0.71	0.88	1.19	1.47	1.70	1.79	1.99	2.45	2.87	3.31	4.08	4.86	5.33	6.79	8.18	10.16	11.96
<b>100</b>	0.57	0.87	1.07	1.45	1.79	2.05	2.13	2.30	2.77	3.15	3.63	4.50	5.34	5.79	7.30	8.78	10.91	12.81
<b>200</b>	0.69	1.05	1.30	1.76	2.17	2.47	2.54	2.65	3.11	3.45	3.95	4.92	5.82	6.24	7.79	9.34	11.63	13.61
<b>500</b>	0.89	1.35	1.68	2.26	2.80	3.14	3.22	3.32	3.67	3.84	4.37	5.50	6.47	6.83	8.38	10.04	12.50	14.58
<b>1000</b>	1.07	1.63	2.02	2.73	3.37	3.77	3.84	3.92	4.15	4.19	4.68	5.94	6.96	7.25	8.80	10.53	13.11	15.26

\*These precipitation frequency estimates are based on a partial duration series. ARI is the Average Recurrence Interval.

**Rainfall Distribution/Unit Hydrograph**

<u>Minutes</u>	<u>Unit Hydrograph</u>	<u>Percentage</u>	<u>Minutes</u>	<u>Unit Hydrograph</u>	<u>Percentage</u>
0	0.00000	0.00%	95	0.00726	87.69%
5	0.00724	0.72%	100	0.00724	88.41%
10	0.00724	1.45%	105	0.00724	89.14%
15	0.00724	2.17%	110	0.00724	89.86%
20	0.00724	2.90%	115	0.00724	90.59%
25	0.00724	3.62%	120	0.00724	91.31%
30	0.00724	4.34%	125	0.00724	92.03%
35	0.23533	27.88%	130	0.00724	92.76%
40	0.18609	46.49%	135	0.00724	93.48%
45	0.12961	59.45%	140	0.00724	94.21%
50	0.08255	67.70%	145	0.00724	94.93%
55	0.04924	72.63%	150	0.00724	95.66%
60	0.03765	76.39%	155	0.00724	96.38%
65	0.02824	79.22%	160	0.00724	97.10%
70	0.02172	81.39%	165	0.00724	97.83%
75	0.01665	83.06%	170	0.00724	98.55%
80	0.01521	84.58%	175	0.00724	99.28%
85	0.01303	85.88%	180	0.00724	100.00%
90	0.01086	86.97%			

# MEMORANDUM



**TO:** Mayor & Council

**DATE:** July 11, 2019

**FROM:** Duane Huffman, Cathy Brightwell

**RE:** Appointment of Poll Workers for Primary Election

---

Pursuant to Utah Code Section 20A-5-602(1), a municipal legislative body shall appoint poll workers for a local election at least 15 days before the date of the local election. As part of the interlocal agreement with Davis County, poll workers for West Bountiful City are recruited and trained through the Davis County Clerk's office.

The individuals below have been selected, subject to appointment by the West Bountiful City Council, as poll workers for the West Bountiful City 2019 Primary Election. We recommend that they be appointed to provide the services described, and request the flexibility to fill any vacancies that may arise between now and Election Day.

Poll Manager	Elizabeth Carver
Receiving Clerk	Lucile Eastman
Ballot Clerk	Esther Miller

# *WEST BOUNTIFUL CITY POLICE DEPARTMENT*

550 North 800 West  
West Bountiful, Utah 84087  
Office 801- 292-4487/Fax 801 – 294-3590

Todd L. Hixson  
Chief of Police

Kenneth Romney  
Mayor

**TO:** Mayor & Council  
**DATE:** July 16, 2019  
**FROM:** Chief Todd Hixson  
**RE:** **Purchase Approval – Computers**

---

The adopted FY 2019/20 budget includes funding to purchase 10 desktop computers for the police department. The City's procurement code requires that purchases of \$10,000 or more first be approved by the City Council.

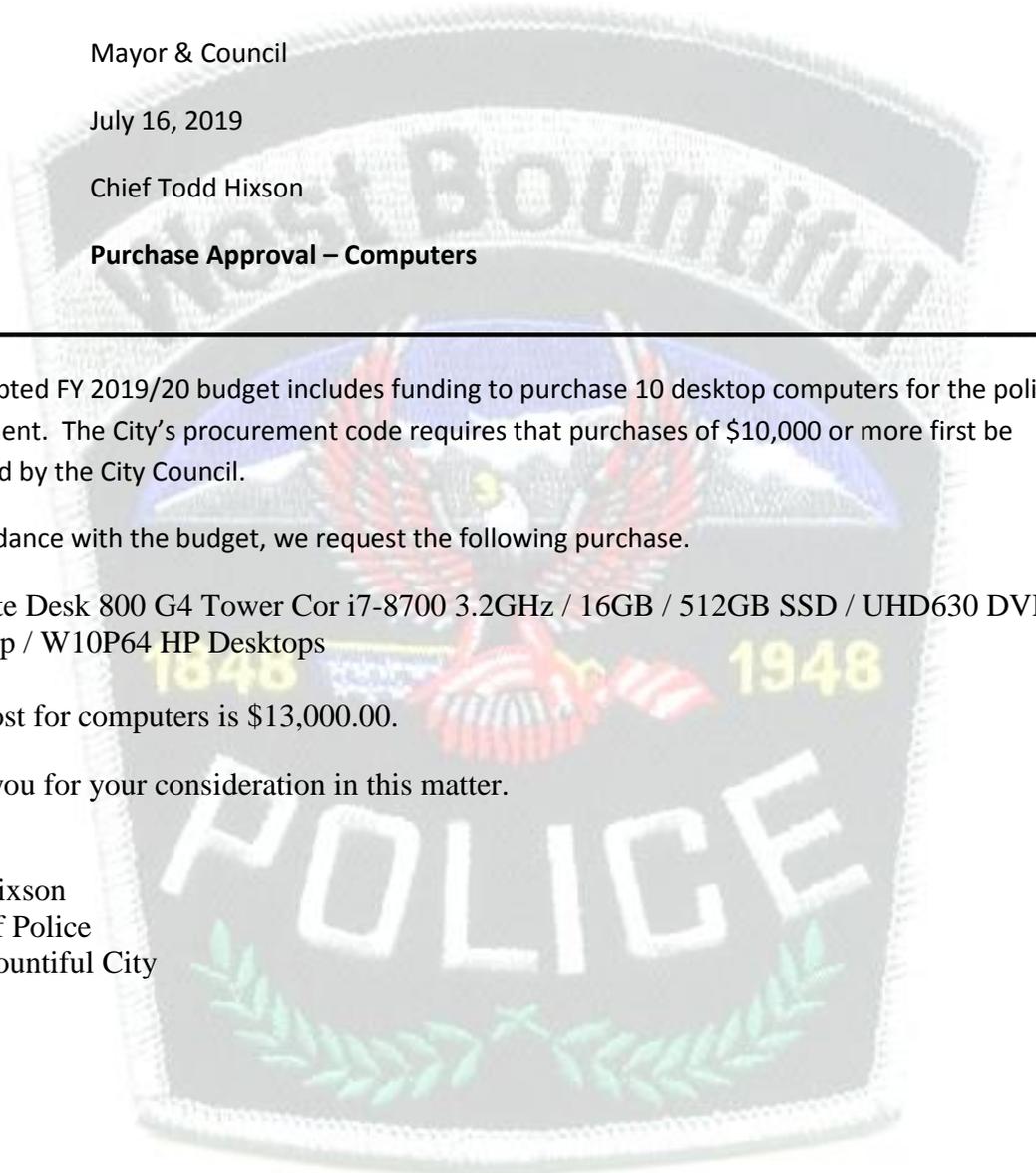
In accordance with the budget, we request the following purchase.

10 - Elite Desk 800 G4 Tower Cor i7-8700 3.2GHz / 16GB / 512GB SSD / UHD630 DVD-W / Gbe / Dp / W10P64 HP Desktops

Total cost for computers is \$13,000.00.

Thank you for your consideration in this matter.

Todd Hixson  
Chief of Police  
West Bountiful City



# *WEST BOUNTIFUL CITY POLICE DEPARTMENT*

550 North 800 West  
West Bountiful, Utah 84087  
Office 801- 292-4487/Fax 801 – 294-3590

Todd L. Hixson  
Chief of Police

Kenneth Romney  
Mayor

**TO:** Mayor & Council  
**DATE:** July 16, 2019  
**FROM:** Chief Todd Hixson  
**RE:** **Purchase Approval – Tellus (FATPOT) Records Management System**

---

The adopted FY 2019/20 budget includes funding to purchase the Annual Maintenance and License for our records management system for the police department. The City's procurement code requires that purchases of \$10,000 or more first be approved by the City Council.

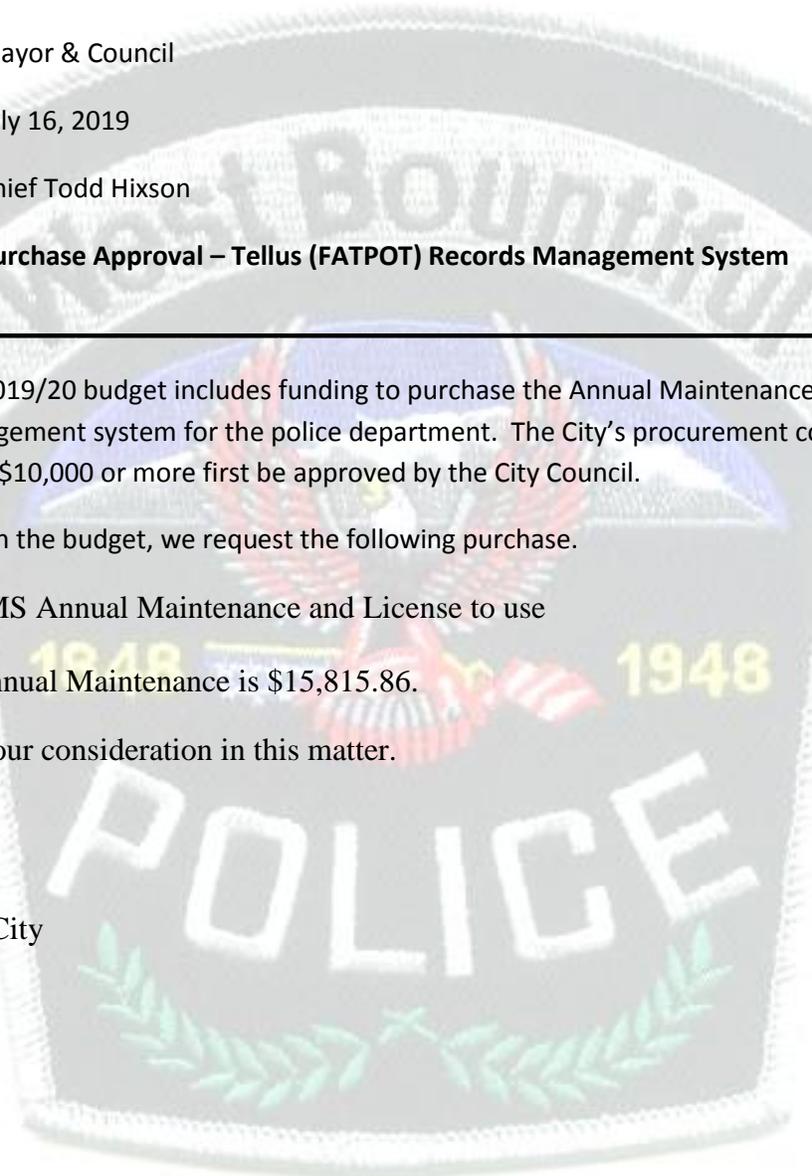
In accordance with the budget, we request the following purchase.

Tellus Police RMS Annual Maintenance and License to use

Total cost for Annual Maintenance is \$15,815.86.

Thank you for your consideration in this matter.

Todd Hixson  
Chief of Police  
West Bountiful City



# MEMORANDUM



**TO:** Mayor and City Council  
**DATE:** July 11, 2019  
**FROM:** Duane Huffman  
**RE:** **Expenditure Approval**

---

The city's procurement code requires that certain expenditures of \$10,000 or more first be approved by the city council. Approval is requested for the following:

1. Public Works Service Trucks

The FY 20 budget includes \$80,000 to replace two public works service vehicles (\$20,000 General Fund, \$60,000 Water Fund). Staff recommends purchasing two 2020 Chevrolet Silverado 3500HD trucks with the specifications included with the attached quote for a total of \$78,000. These trucks are at or below current state contract prices.



[Fleet] 2020 Chevrolet Silverado 3500HD (CK30953) 4WD Double Cab 162" Work Truck

## Price Summary

### PRICE SUMMARY

	MSRP
Base Price	\$40,700.00
Total Options	\$708.00
Vehicle Subtotal	\$41,408.00
Destination Charge	\$1,595.00
<b>Grand Total</b>	<b>\$43,003.00</b>

Your Cost 30,437.00  
Plus Service Body 8060.36  
LIGHT BAR 488.09  
TOTAL 38,985.45

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[Fleet] 2020 Chevrolet Silverado 3500HD (CK30953) 4WD Double Cab 162" Work Truck

**Selected Model and Options**

MODEL		
CODE	MODEL	MSRP
CK30953	2020 Chevrolet Silverado 3500HD 4WD Double Cab 162" Work Truck	\$40,700.00

COLORS		
CODE	DESCRIPTION	MSRP
GAZ	Summit White	\$0.00

ADDITIONAL EQUIPMENT - MECHANICAL				
CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
—	Capped Fuel Fill (Included and only available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine or (ZW9) pickup bed delete.)	0.00 lbs	0.00 lbs	Inc.
JL1	Trailer brake controller, integrated (Requires (ZLQ) WT Fleet Convenience Package, (PCV) WT Convenience Package or (L5P) Duramax 6.6L Turbo-Diesel V8 engine. Included with (CMT) Gooseneck / 5th Wheel Package.)	0.00 lbs	0.00 lbs	\$275.00
KW5	Alternator, 220 amps (Included with (L5P) Duramax 6.6L Turbo-Diesel V8 engine or (VYU) Snow Plow Prep Package. Free flow on (L8T) 6.6L V8 gas engine.)	0.00 lbs	0.00 lbs	Inc.
NZZ	Skid Plates protect the oil pan, front axle and transfer case (Included with (Z71) Z71 Off-Road Package or (VYU) Snow Plow Prep Package.)	0.00 lbs	0.00 lbs	Inc.

ADDITIONAL EQUIPMENT - SAFETY-EXTERIOR				
CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
5N5	Rear Camera Kit Kit includes camera, fixed position bracket & 19 ft cable with attachment clips. Rear camera radio calibration provided from the factory. See Upfitter Integration Bulletin for installation instructions at <a href="http://www.gmupfitter.com">www.gmupfitter.com</a> (Requires (ZW9) pickup bed delete.)	0.00 lbs	0.00 lbs	\$73.00

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[Fleet] 2020 Chevrolet Silverado 3500HD (CK30953) 4WD Double Cab 162" Work Truck

**ADDITIONAL EQUIPMENT - EXTERIOR**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
9J4	Bumper, rear, delete (Included and only available with (ZW9) pickup bed delete.)	0.00 lbs	0.00 lbs	Inc.
DBG	Mirrors, outside power-adjustable vertical trailering with heated upper glass lower convex mirrors, integrated turn signals, manual folding/extending (extends 3.31" [84.25mm]) (Included and only available with (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package.)	0.00 lbs	0.00 lbs	Inc.
VK3	License plate kit, front	0.00 lbs	0.00 lbs	\$0.00

**ADDITIONAL EQUIPMENT - INTERIOR**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
AQQ	Remote Keyless Entry with 2 transmitters (Included and only available with (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package.)	0.00 lbs	0.00 lbs	Inc.
C49	Defogger, rear-window electric (Included with (PCV) WT Convenience Package.)	0.00 lbs	0.00 lbs	\$225.00
K34	Cruise control, electronic with set and resume speed, steering wheel-mounted (Included with (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package.)	0.00 lbs	0.00 lbs	Inc.

**ADDITIONAL EQUIPMENT - SAFETY-INTERIOR**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
SFW	Back-up alarm calibration This calibration will allow installation of an aftermarket back-up alarm by disabling rear perimeter lighting (Included with (ZW9) pickup bed delete. Not available with (8S3) back-up alarm or (UY2) trailer wire provisions.)	0.00 lbs	0.00 lbs	Inc.

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[Fleet] 2020 Chevrolet Silverado 3500HD (CK30953) 4WD Double Cab 162" Work Truck

**ADDITIONAL EQUIPMENT - PACKAGE**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
VYU	Snow Plow Prep Package includes (KW5) 220-amp alternator, includes increased front GAWR on Heavy Duty models, (NZZ) skid plates (transfer case and oil pan), pass through dash grommet hole and roof emergency light provisions. (Requires 4WD model. Upgradeable to (KHF) Dual alternators (220-amp primary, 170-amp auxiliary). Included with (ANQ) Alaskan Snow Plow Special Edition. Not available with (F60) Heavy Duty Front Spring Package.)	0.00 lbs	0.00 lbs	\$300.00
ZLQ	WT Fleet Convenience Package includes (AQQ) Remote Keyless Entry, (K34) Cruise Control, (QT5) EZ Lift power lock and release tailgate and (DBG) outside power-adjustable vertical trailing with heated upper glass (Not available with (PCV) WT Convenience Package. With (ZW9) pickup bed delete, (QT5) EZ Lift power lock and release tailgate is deleted.)	0.00 lbs	0.00 lbs	\$610.00

**ADDITIONAL EQUIPMENT - OTHER**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
VQ1	Fleet Processing Option	0.00 lbs	0.00 lbs	\$0.00

**PREFERRED EQUIPMENT GROUP**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
1WT	Work Truck Preferred Equipment Group includes standard equipment	0.00 lbs	0.00 lbs	\$0.00

**SEAT TYPE**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
A52	Seats, front 40/20/40 split-bench (no storage) (STD)	0.00 lbs	0.00 lbs	\$0.00

**GVWR**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
C7W	GVWR, 11,400 lbs. (5171 kg) (STD) (Requires CK30953 model and (L8T) 6.6L V8 gas engine. Requires single rear wheels.)	0.00 lbs	0.00 lbs	\$0.00

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[Fleet] 2020 Chevrolet Silverado 3500HD (CK30953) 4WD Double Cab 162" Work Truck

**EMISSIONS**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
FE9	Emissions, Federal requirements	0.00 lbs	0.00 lbs	\$0.00

**PAINT**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
GAZ	Summit White	0.00 lbs	0.00 lbs	\$0.00

**AXLE**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
GT4	Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)	0.00 lbs	0.00 lbs	\$0.00

**SEAT TRIM**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
H1T	Jet Black, Cloth seat trim	0.00 lbs	0.00 lbs	\$0.00

**RADIO**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable. (STD)	0.00 lbs	0.00 lbs	\$0.00

**ENGINE**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)	0.00 lbs	0.00 lbs	\$0.00

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[Fleet] 2020 Chevrolet Silverado 3500HD (CK30953) 4WD Double Cab 162" Work Truck

**TRANSMISSION**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
MYD	Transmission, 6-speed automatic, heavy-duty (STD) (Requires (L8T) 6.6L V8 gas engine.)	0.00 lbs	0.00 lbs	\$0.00

**WHEELS**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
PYT	Wheels, 18" (45.7 cm) painted steel (STD) (Requires single rear wheels.)	0.00 lbs	0.00 lbs	\$0.00

**TIRES**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
QF6	Tires, LT275/70R18E all-terrain, blackwall (STD) (Requires single rear wheels.)	0.00 lbs	0.00 lbs	\$0.00

**BODY CODE**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
ZW9	Pickup bed, delete includes capped fuel fill, (SFW) Back-up alarm calibration, (9J4) rear bumper delete, (9L3) spare tire delete and spare tire carrier delete. Deletes (SAF) tire carrier lock, standard tailgate and (A60) locking tailgate (Requires long bed model and 17" or 18 " wheels.) *CREDIT*	0.00 lbs	0.00 lbs	(\$1,155.00)

**SPARE TIRE**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
ZYG	Tire, spare LT275/70R18 all-terrain, blackwall (STD) (Included and only available with (QF6) LT275/70R18E all-terrain, blackwall tires with (E63) Durabed, pickup bed single rear wheel models. Available to order when (ZW9) pickup bed delete and (QF6) LT275/70R18E all-terrain, blackwall tires are ordered with single rear wheel models)	0.00 lbs	0.00 lbs	\$380.00

**Options Total** 0.00 lbs 0.00 lbs \$708.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 8766. Data Updated: Jul 10, 2019 9:47:00 PM PDT.



4285 West 1385 South  
 Salt Lake City, Utah 84104  
 Phone : 1.801.521.0360  
 Fax : 1.801.532.7407  
 www.semiservice.com

**QUOTATION**  
**SAM00946**

**CUSTOMER:** Gus Paulos Chevrolet  
**CONTACT:** Lary Ravenberg  
**ADDRESS:** 4050 West 3500 South  
 West Valley City Ut 84120  
**MOBILE:** 801-809-6417  
**WORK:** 801-969-8221  
**FAX:** 801-955-3825  
**EMAIL:** lary@guspaulos.com

**QUOTE NUMBER:** SAM00946  
**QUOTE DATE:** 6/25/2019  
**QUOTE VALID UNTIL:** 8/9/2019  
**SALESPERSON:** Sam Johnson  
**MOBILE:** 801-381-7957  
**WORK:** 385-234-6249  
**FAX:** 385-234-6261  
**EMAIL:** sjohnson@semiservice.com

**Make:** CHEVROLET **Model:** 2500 SILVERADO **Year:** 2019 **Single/Dual:** SRW  
**Cab to Axle:** 56.0 **Cab to Tandem:** **Cab Type:** EXTENDED **VIN:**

QTY	PART #	DESCRIPTION	PRICE EACH	AMOUNT
1		<b>SERVICE BODY</b>	<b>\$8,060.36</b>	<b>\$8,060.36</b>
1	TESKN696F40-2	<p>Knapheide 8' Standard Service Body, Single Rear Wheel 56" Cab To Axle Part # TESKN696F40-2</p> <p>BODY SHELL: Rugged 14 gauge two-sided A-40 galvaneal steel.            FLOOR: Exclusive "Return Flangs" floor design provides support for side compartments, adds floor strength.            LIGHT GUARDS: Interior light guards provide protection for recessed lighting and wiring package. Light Holes in body.            DOOR HINGES: Continuous stainless steel hinge for unmatched security and corrosion resistance.            SHELVES: 250 lb. capacity adjustable divider shelves made of rugged spangled galvanized steel. Divider slots on 4" centers.            DOORS: Double-shell, 20 gauge, two sided A-40 galvaneal steel compartment doors with internal, enforcements for durability and long life.            FLIP TOP LID: 16 GA. two-sided Galvaneal steel with 16 GA. inner shell lid reinforcement for durability and long life. All stainless STEEL continuous hinge with 3/16" pin, and (2) gas springs per lid are standard equipment on all flip top lids.            TAILGATE: Slam lock tailgate with one hand center release for convenience. Durable double panel construction has flat interior surface for work bench use.            DOOR SEALS: Thick automotive bulb-type neoprene door seals protect compartments from the weather.            PAINT: Complete immersion in Knapheide's electro-deposition prime paint system for superior corrosion resistance white.            WARRANTY: 6-year limited warranty (see Knapheide warranty for details).</p> <p>OVERALL LENGTH: 97.25"            OVERALL WIDTH: 78"            FLOOR WIDTH: 49"            SIDE COMPARTMENT HEIGHT: 41 1/4"            SIDE COMPARTMENT DEPTH: 14.5"            FLOOR HEIGHT: 26"            BODY WEIGHT (APPROX): 1215 lbs.</p> <p>PAINT: Factory painted Knapheide white.</p>		
1	TESKN26054122	Knapheide Recess Bumper, Paint White, 78" UB GG Part # TESKN26054122		
1	TESKN20051510	Knapheide GM mounting kit for 56" CA. Part# TESKN20051510 Includes mounting kit, supplemental kit and harness adaptor.		



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QUOTATION  
 SAM00946

QTY	PART #	DESCRIPTION	PRICE EACH	AMOUNT
1	TESKN77004851	Knapheide Fuel Fill Cut Out, For Aluminum Cup, Chevy, GMC, Dodge, STD Front Tank. Part # TESKN77004851		
1	TESKN26202622	Knapheide Fuel Fill Cup Kit, Aluminum, GM, 21 Degree Part # TESKN26202622		
1	MUD12X20HD	Single wheel mud flap with mounting brackets. For single wheel service body. Part # MUD 12X20HD		
1	Shop Job lube doors	Lubricate and adjusts doors on service body.		
1	TOWCU-14061	Curt Hitch Class V Receiver, 12,000 LB Capacity, Chevrolet/GMC/Ram, 2011-C Bed Delete Part # TOWCU-14061		
1	TOWPO-11-893	7 Way flat light receptacle (REAR) Part # TOWPO-11-893		
1	MTA-RHINOLINE 8'SERV	Rhino Line Service body bed inside on 4 walls. (Black).		
1	Admin Fee State	***STATE CONTRACT MA2802*** ***QUOTED FOR A BED DELETE TRUCK***		

Quote Total:	\$8,060.36
Sales Tax:	\$0.00
Total Due:	\$8,060.36

Signature Required to Process Order

PO Number

Date

QTY	PART #	SUGGESTED ITEMS	PRICE EACH	AMOUNT
1	78010/70020 KIT	Kargomaster Ladder Rack (BLACK) for a 8' Service Body, Extended/Crew Cab. Side or Top Opening Service Body. Powder Coated Paint, 1700 lbs Capacity Distributed Evenly. Part #'s KAR 78010, KAR 70020 and KAR 70060. ***This Kit Includes Part # KAR 70060 Mounting Kit.***  ***NEED TO ADD 31110 FOR CREW CAB AND EXTENDED CAB***	\$1,067.69	\$1,067.69
1	KAR3111-0	Kargo Master Ladder Rack Cross Bar. Part # KAR3111-0	\$69.35	\$69.35
1	ECC-5585CA	Reflex™ LED mini bars provide a compact yet powerful warning solution that features 12-24 VDC operation, uses high intensity LED's and reflective technology to maximize light output and allows the user to select from a choice of 18 user selectable flash patterns. Part# ECC-5585CA ***MOUNTED OGDEN CITY STYLE***	\$488.09	\$488.09

- ◆ Labor and installation is included in all pricing unless specified.
- ◆ Quoted price does not include any applicable F.E.T., sales taxes, and delivery charges.
- ◆ Quote price does not include any unforeseen obstructions or modifications.
- ◆ Quotation valid until above stated expiration date.
- ◆ Terms are due upon receipt unless prior credit arrangements are made at the time of order.
- ◆ FOB Salt Lake City, Utah 84104

# MEMORANDUM



**TO:** Mayor and City Council

**DATE:** July 11, 2019

**FROM:** Duane Huffman

**RE:** **Tuition Reimbursement Agreement**

---

The July 16<sup>th</sup> city council agenda includes a proposed tuition reimbursement agreement with Dallas Green, the current acting golf director for the city. This memo briefly reviews the key terms of the agreement and lists the benefits for the city.

## Key Terms

1. Mr. Green will be eligible to receive up to \$8,000 in tuition and fee reimbursement.
2. Mr. Green agrees to remain in his position with the city until at least August 2021, or he will repay to the city all of the funds provided.

## Benefits to the City

- A. The subject of Mr. Green's studies will help him maximize profits at Lakeside. He will be attending the business school at Weber State University with a major in Professional Sales and Merchandising.
- B. Investing in employee education, especially in critical positions, is an excellent way to encourage retention, improve morale, and increase productivity.

Mr. Green has roughly two-years' worth of education remaining to obtain his bachelor's degree. If he and the city are successful with the education and productivity expectations, I will likely recommend an additional agreement next year.

## **WEST BOUNTIFUL CITY Tuition Reimbursement Agreement**

THIS TUITION REIMBURSEMENT AGREEMENT is made and entered into as of August 1, 2019 (the “*Effective Date*”), by and between WEST BOUNTIFUL CITY, a Utah municipal corporation with its principal office at 550 North 800 West, West Bountiful, Utah 84087 (the “*City*”); and DALLAS GREEN, an individual residing at 4615 Sunset Way, Bountiful, UT 84010 (“*Employee*”).

The City has employed Employee in the position of Acting Golf Director. Employee seeks to further his education by pursuing a Bachelor of Science degree with a major in Professional Sales and Merchandising at Weber State University (the “*Program*”). The City is supportive of such further education, considering it a benefit to the City, as long as Employee continues to perform his duties as an employee of the City while he is enrolled in the Program and thereafter.

NOW, THEREFORE, for good and valuable consideration, including the mutual covenants set forth below, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

**1. TUITION REIMBURSEMENT.** The City will reimburse Employee up to EIGHT THOUSAND AND NO/100 DOLLARS (**\$8,000.00**) (collectively, the “*Tuition Payments*”) for Program tuition as long as he is enrolled in the Program and continues to be employed by the City. The Tuition Payments will be made in up to three installments of up to TWO THOUSAND NINE HUNDRED EIGHTY-FIVE AND NO/100 DOLLARS (**\$2,985.00**) each, corresponding with the semester tuition deadlines of the Program. At the time of reimbursement, Employee will deliver to the City satisfactory evidence of continuing enrollment in the Program and payment of tuition for which Employee seeks to be reimbursed. The City, in its sole discretion, will determine the specific amount of each Tuition Payment within the limits provided in this Agreement.

**2. CONTINUING EMPLOYMENT.** Unless Employee’s employment is terminated, Employee will continue to devote substantially all of his time and attention to promoting the City’s business, and will continue to be considered a full-time, exempt employee of the City during his enrollment in the Program. Employee will abide by all applicable laws and City policies in connection with his employment.

**3. REIMBURSEMENT OF THE CITY.** Employee will immediately reimburse the City for all Tuition Payments received under this Agreement in the event Employee is terminated for cause (as defined below), retires, or voluntarily terminates his employment with the City before August 1, 2021. For purposes of this Agreement, “*Cause*” means: (1) willful, knowing, grossly negligent, or negligent breach of or continued failure to substantially perform Employee’s duties as an employee of the City (other than any failure resulting from disability); (2) willfully engaging in conduct that is demonstrably and materially injurious to the City’s business; (3) habitual and unexplained absenteeism, chronic alcoholism or drug addiction; (4) engaging in conduct involving a crime (other than minor traffic violations) or other act of moral turpitude; (5) gross insubordination; or (6) any willful, knowing, grossly negligent or negligent misapplication or misuse by Employee of public funds or other property owned by or entrusted to the City or any related agency.

**4. AT-WILL EMPLOYMENT. NOTWITHSTANDING ANY PROVISION OF THIS AGREEMENT TO THE CONTRARY, EMPLOYEE’S EMPLOYMENT WITH THE CITY IN HIS CURRENT POSITION IS AS AN EMPLOYEE AT WILL ONLY. NO PROVISION OF THIS AGREEMENT IS INTENDED TO ALTER THAT RELATIONSHIP. EITHER THE CITY OR EMPLOYEE MAY TERMINATE THE AT-WILL EMPLOYMENT RELATIONSHIP AT ANY TIME AND FOR ANY REASON OR FOR NO REASON, WITH OR WITHOUT NOTICE.**

**5. APPROPRIATIONS CONTINGENCY.** Notwithstanding any provision of this Agreement to the contrary, the City's obligation to make tuition reimbursement payments in any budget year beyond the current budget year will be subject to the availability of funds and the appropriation of sufficient funds for that purpose.

**6. MISCELLANEOUS PROVISIONS.**

**a. Notice.** Any notice required or permitted under this Agreement shall be in writing and shall be deemed to have been duly given either at the time of delivery if personally delivered or sent by fax or other electronic means, or three (3) days after the time of mailing first class, postage prepaid, and addressed to the party at the address listed in the preamble of this Agreement or such other address as the party designates in writing by notice in accordance with the provisions of this subsection.

**b. Entire Agreement, Modification and Waiver.** This Agreement constitutes the entire agreement and understanding of the parties with respect to its subject matter, and supersedes all previous or contemporaneous representations or agreements of the parties in that regard. No modification of this Agreement shall be valid or binding unless made in writing and signed by all parties. Any waiver of any provision of this Agreement shall be in writing and shall be signed by the party waiving the provision.

**c. Severability.** The provisions of this Agreement are severable, and the invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of the remaining provisions.

**d. Assignment.** This Agreement will not be assignable by either party without the prior written consent of the other party. Subject to this limitation on assignment, this Agreement will be binding upon and shall inure to the benefit of the parties' respective successors, heirs, and assigns.

**e. Governing Law. THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF UTAH, IRRESPECTIVE OF ANY CONFLICTS OF LAWS PROVISIONS, EXCEPT AS UTAH LAW MAY BE PREEMPTED OR SUPERSEDED BY THE LAWS OF THE UNITED STATES. EACH PARTY HEREBY CONSENTS TO THE JURISDICTION OF THE COURTS OF THE STATE OF UTAH OR THE COURTS OF THE UNITED STATES LOCATED IN THE STATE OF UTAH, AS THE CASE MAY BE, WITH VENUE IN DAVIS COUNTY, IN ANY DISPUTE ARISING OUT OF THIS AGREEMENT.**

**f. Further Documentation.** The parties will cooperate in executing and delivering any further documents required by law or this Agreement to carry out the terms of this Agreement.

**g. Counterparts.** This Agreement may be executed in two or more counterparts, each of which will be deemed an original and all of which together will constitute one instrument. A signature transmitted by facsimile, e-mail, or other comparable means will be deemed an original.

*[The remainder of this page is intentionally left blank.]*

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

**THE CITY:**

**EMPLOYEE:**

WEST BOUNTIFUL CITY

\_\_\_\_\_  
Kenneth Romney, *Mayor*

\_\_\_\_\_  
DALLAS GREEN

ATTEST:

\_\_\_\_\_  
Cathy Brightwell, *City Recorder*

# MEMORANDUM



**TO:** Mayor and City Council

**DATE:** July 11, 2019

**FROM:** Duane Huffman

**RE:** **Employment Agreement**

---

The July 16<sup>th</sup> city council agenda includes a proposed employment agreement with Duane Huffman, the current city administrator. This memo briefly reviews the key terms of the agreement and lists the benefits for the city.

## Key Terms

1. Employment responsibilities and duties are clearly defined.
2. The agreement is for a term of 3 years, at which point employment becomes at-will. Similar 3-year agreements were executed in 2013 and 2016.
3. If the city administrator ends employment before the end of the term, he agrees to provide notice of at least 30 days, and provide consulting services for 60 days after the termination.
4. If the city ends the employment "without cause," the administrator will receive a sum equal to 6 months' salary as a severance.

## Benefits to the City

The International City/County Management Association recommends employment agreements between city administrators and cities. Some of the reasons/benefits include:

- A. The stable working situation created by such an agreement helps to attract and keep top-flight administrators in a generally mobile profession.
- B. The safety net of an agreed-upon severance gives the city administrator the ability to make necessary decisions and provide potentially unwelcomed advice to the council.
- C. If the mayor and council ever feel a change in the position is necessary, there are no questions or need to argue about the terms of a separation.
- D. If the city administrator ever feels a change is necessary, the agreement assists in creating a process for a smooth transition.

On a personal note, I consider it a privilege and honor to have been able to work with the West Bountiful City staff and council as we have served the community these last six years, and I very much desire to continue in this position. Thank you for the opportunity and your consideration.

## **WEST BOUNTIFUL CITY Employment Agreement**

THIS EMPLOYMENT AGREEMENT is made and entered into as of August 6, 2019 (the “*Effective Date*”), by and between WEST BOUNTIFUL CITY, a Utah corporation located at 550 North 800 West, West Bountiful, Utah 84087 (the “*City*”); and DUANE HUFFMAN, an individual residing at 944 Berkshire Drive, North Salt Lake Utah 84054 (“*Employee*”).

The City has employed Employee in the position of City Administrator under Employment Agreements dated August 6, 2013 and August 6, 2016. The City desires to continue employing Employee, and Employee is willing to continue working for the City, in accordance with the provisions of this Agreement and Chapter 2.12 of the West Bountiful Municipal Code, as amended (the “*Code*”).

NOW, THEREFORE, for good and valuable consideration, including the mutual covenants set forth below, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

**1. EMPLOYMENT AND DUTIES.** The City employs Employee in the position of City Administrator. Employee’s duties will be as provided in Chapter 2.12 of the Code, and as otherwise directed by the City Council in its sole discretion; provided, that any change of Employee’s position from that of the City’s Chief Administrative Officer will be deemed Termination without Cause (as defined below). Employee will devote substantially all of Employee’s time and attention to promoting the City’s business, and will be considered a full-time, exempt employee of the City.

**2. COMPLIANCE WITH CITY POLICIES.** In performing his duties, Employee will comply with the Code and other applicable law, as well as all policies and rules of the City as adopted from time to time, including those contained in the City’s Personnel Policies and Procedures Manual, as amended (the “*Policy Manual*”). The provisions of this Agreement will govern to the extent of any inconsistency between this Agreement and the Policy Manual.

**3. PERFORMANCE EVALUATION.** Employee’s employment will be subject to performance evaluations to be conducted under the direction of the Mayor and City Council at least annually. The parties will keep the performance evaluations confidential in accordance with applicable law.

**4. COMPENSATION.** Employee will be entitled to receive compensation in the form of salary and benefits as set forth in the attached **Exhibit A**. Employee’s compensation will be subject to periodic review and adjustment by the City Council in its sole discretion.

**5. TERM AND TERMINATION.** Unless sooner terminated as provided below, this Agreement will commence on the Effective Date and will continue for a term of three (3) years. Unless the parties negotiate a written renewal of this Agreement, any employment relationship extending beyond the term of this Agreement will be on an at-will basis.

**a. Termination without Cause.** *Either party may terminate this Agreement for any reason or for no reason at all upon written notice. The remedies provided in this Agreement for Termination without Cause (as defined below) are intended to be exclusive and supersede any other available remedy Employee may have in connection with his employment or the termination of his employment.* If the City terminates Employee’s employment without cause (“*Termination without Cause*”), it will pay Employee a severance benefit as described in **Exhibit A**. If Employee terminates his employment without cause, Employee will give the City thirty (30) days’ prior written notice of the termination and will provide the City, at its option, consulting services for sixty (60) days following the effective date of termination. Employee will provide such consulting services without compensation for the purpose of assisting the City to transition to a new city administrator.

**b. Termination for Cause.** The City may terminate this Agreement upon written notice for Cause, as defined below. For purposes of this Agreement, “Cause” means any of the following: (1) willful, knowing, grossly negligent, or negligent breach of or continued failure to substantially perform Employee’s duties under this Agreement (other than any failure resulting from disability); (2) willfully engaging in conduct that is demonstrably and materially injurious to the City’s business; (3) habitual and unexplained absenteeism, chronic alcoholism or drug addiction; (4) engaging in conduct involving a crime (other than minor traffic violations) or other act of moral turpitude; (5) gross insubordination; and (6) any willful, knowing, grossly negligent or negligent misapplication or misuse by Employee of public funds or other property owned by or entrusted to the City or any related agency. In the event of termination for cause, Employee will not be entitled to any severance benefit, and the City will be entitled to pursue any remedy available under this Agreement, at law, or in equity, including recovery of the City’s costs and reasonable attorney fees, both before and after judgment. The City’s remedies will be cumulative.

**c. Retirement.** This Agreement will terminate upon the retirement, adjudicated incompetency, or death of Employee.

**d. Effect of Termination.** Upon termination of the parties’ employment relationship for any reason:

(1) The City will be liable to compensate Employee for services and any accrued leave or vacation only through the effective date of termination;

(2) The City will be entitled to offset any unaccrued vacation, time off, or sick leave Employee may have taken against any amount owing for Employee’s final paycheck;

(3) The City will make available to Employee any other benefits required by law; and

(4) The provisions of this Agreement, other than those specifically related to the rights and obligations of the parties during the period of employment, will survive termination of the employment relationship.

**6. DELIVERY OF CITY PROPERTY.** Employee shall hold as the City’s property all keys, access codes, user names, passwords, memoranda, books, papers, forms, letters, data and other City documents or property that relate in any way to the City’s business, whether maintained electronically or otherwise, whether made by Employee or otherwise coming into Employee’s possession; and shall deliver all originals and copies, including electronic copies, of such documents and materials to the City upon the termination of Employee’s employment.

**7. REPRESENTATIONS AND WARRANTIES.** Employee represents and warrants that the fulfillment of Employee’s duties under this Agreement or as an employee of the City will not violate or breach any agreement or understanding with any third party, including any former employer of Employee.

## **8. MISCELLANEOUS PROVISIONS.**

**a. Notice.** Any notice required or permitted under this Agreement shall be in writing and shall be deemed to have been duly given either at the time of delivery if personally delivered or sent by fax or other electronic means, or three (3) days after the time of mailing first class, postage prepaid, and addressed to the party at the address listed in the preamble of this Agreement or such other address as the party designates in writing by notice in accordance with the provisions of this subsection.

**b. Entire Agreement, Modification and Waiver.** This Agreement constitutes the entire agreement and understanding of the parties with respect to its subject matter, and supersedes all previous or contemporaneous representations or agreements of the parties in that regard. No modification of this Agreement shall be valid or binding unless made in writing and signed by all parties. Any waiver of any provision of this Agreement shall be in writing and shall be signed by the party waiving the provision.

**c. Severability.** The provisions of this Agreement are severable, and the invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of the remaining provisions.

**d. No Partnership.** The transaction contemplated under this Agreement is an employment relationship only, and does not constitute a partnership, joint venture, or other association between the parties. This Agreement does not confer any authority on Employee to bind the City other than as provided in the Code or by direction of the City Council.

**e. Assignment.** This Agreement will not be assignable by any party without the prior written consent of the other party. Subject to this limitation on assignment, this Agreement will be binding upon and shall inure to the benefit of the parties' respective successors, heirs, and assigns.

**f. Governing Law. THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF UTAH, IRRESPECTIVE OF ANY CONFLICTS OF LAWS PROVISIONS, EXCEPT AS UTAH LAW MAY BE PREEMPTED OR SUPERSEDED BY THE LAWS OF THE UNITED STATES. EACH PARTY HEREBY CONSENTS TO THE JURISDICTION OF THE COURTS OF THE STATE OF UTAH OR THE COURTS OF THE UNITED STATES LOCATED IN THE STATE OF UTAH, AS THE CASE MAY BE, WITH VENUE IN DAVIS COUNTY, IN ANY DISPUTE ARISING OUT OF THIS AGREEMENT.**

**g. Further Documentation.** The parties will cooperate in executing and delivering any further documents required by law or this Agreement to carry out the terms of this Agreement.

**h. Counterparts.** This Agreement may be executed in two or more counterparts, each of which will be deemed an original and all of which together will constitute one instrument. A signature transmitted by facsimile, e-mail, or other comparable means will be deemed an original.

*[The remainder of this page is intentionally left blank.]*

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

**THE CITY:**

**EMPLOYEE:**

WEST BOUNTIFUL CITY

\_\_\_\_\_  
Kenneth Romney, *Mayor*

\_\_\_\_\_  
DUANE HUFFMAN

ATTEST:

\_\_\_\_\_  
Cathy Brightwell, *City Recorder*

## **EXHIBIT A**

### ***Compensation***

Employee will be compensated as follows:

**1. Salary.** Employee will receive a gross annual salary at the level in effect as of the Effective Date, and thereafter as set by the City Council; provided, that any decrease in Employee's gross annual salary from its then current level without Employee's consent will be deemed Termination without Cause. Employee's salary will be payable every two weeks, net of applicable withholdings, in accordance with the City's regular payroll policies. Notwithstanding any provision of this Agreement, the Policy Manual, or any other City policy to the contrary, Employee will not be entitled to overtime pay or compensatory time off.

**2. Benefits.** The City will provide Employee the following benefits:

**a. Car Allowance.** The City will pay Employee \$200.00 per month as an allowance for automotive expenses. Employee will not be entitled to reimbursement for any other automotive expense.

**b. Retirement.** The City will contribute to the Utah Retirement System on Employee's behalf all amounts required by law. Upon written notice to the City, Employee may opt out of the Utah Retirement System and direct that such contributions be made to Employee's 401k plan, IRA, or other qualified retirement plan. In such event, the City will make the required contributions to the designated plan or account and will have no further obligation to contribute to the Utah Retirement System on Employee's behalf.

**d. Personal Time Off.** Employee will accrue leave and vacation time at the rate of five hours per pay period commencing as of the Effective Date. This leave and vacation time will be in lieu of any overtime pay, compensatory time off, or other paid leave, except for sick leave as allowed under the Policy Manual. Employee will schedule leave with the Mayor in advance.

**e. Professional Development.** The City will pay Employee's dues for membership in the Utah City Managers Association (UCMA), International City Managers Association (ICMA), and Utah League of Cities and Towns (ULCT). The City will pay for Employee to attend the annual ICMA conference bi-annually unless the City's budgetary circumstances do not so allow. Reimbursement for travel to other meetings or conferences held by any of these organizations will be determined by the City Council on a case-by-case basis and in accordance with the City budget.

**f. Severance.** In the event Employee receives a Termination without Cause as provided in **Section 5.a** of the Agreement, the City will pay Employee a lump-sum severance benefit, conditioned upon Employee's execution of a release of all claims against the City and the expiration of any waiting period required by law, in an amount equivalent to six (6) months of Employee's salary at the time of termination, net of applicable holdings.

**g. Other Benefits.** Employee will be entitled to other benefits, not inconsistent with this Agreement, as provided in the Policy Manual or as required by applicable law.

**3. Expenses.** Except as otherwise provided in this Agreement, the City will reimburse Employee's expenses incurred to further the City's business as approved by the City Council on a case-by-case basis.

# *WEST BOUNTIFUL CITY POLICE DEPARTMENT*

Todd L. Hixson  
Chief of Police

550 North 800 West  
West Bountiful, Utah 84087  
Office 801- 292-4487/Fax 801 – 294-3590

Kenneth Romney  
Mayor

## **West Bountiful City Council Report July 16, 2019**

Statistics are from June 2019; the other information reported is collected between council meetings.

### **Crossing Guards**

Nothing to report.

### **Reserve Officer Program**

Background investigation is complete on potential volunteer reserve officer Chris Fiedler. He will move on to the final part of the background and upon successful completion will be offered a reserve officer position.

### **Personnel**

Officer Brennan Halliday is progressing through field training and is doing well.

### **EmPAC**

EmPAC meeting will be held quarterly unless there is urgent business that needs attending. The next meeting will be in August 2019.

### **General Information**

The police department completed the annual physical fitness test. Asst. Chief Erikson was excused from taking the test in June for personal reasons. He will take the test during the first of August. Everyone passed the test and did a great job.

The 4<sup>th</sup> of July events went well. We believe having officers on bicycles somewhat helped control the crowd on 800 West from getting in the roadway and near the floats. However, this did not solve the problem. Pages Lane and 600 West were well behaved except for one group of people. I would recommend we have a discussion on requirements for those participants that want to throw candy.

# West Bountiful Police Department

## Department Summary

6/1/2019 to 6/30/2019

### Arrests

11

Adult	11	100.0%
-------	----	--------

### Activities

1,621

Admin	269	16.6%
Assist	131	8.1%
Community Relations	18	1.1%
Investigation	84	5.2%
Patrol	225	13.9%
Property	3	0.2%
Security	458	28.3%
Service Call	98	6.0%
Suspicious Activity	39	2.4%
Traffic	288	17.8%
Vehicle Accident	8	0.5%

### Shift Time and Percent Accounted

1353 hr. 21 min.

64.3%

### Reports

277

CITATION REPORT	96	34.7%
INCIDENT REPORT	101	36.5%
OFFICER INFORMATION	73	26.4%
POLICE VEHICLE IMPOUND	7	2.5%

# Department Summary

## Crime Offenses

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ANIMAL CONTROL	2	3.6%
ASSAULT	1	1.8%
BURGLARY	2	3.6%
DAMAGE PROPERTY	5	9.1%
DANGEROUS DRUGS	2	3.6%
FAMILY OFFENSE	4	7.3%
FRAUD	3	5.5%
KIDNAPPING	1	1.8%
PRIVACY VIOLATIONS	9	16.4%
SEX ASSAULT	1	1.8%
STOLEN VEHICLE	1	1.8%
THEFT	5	9.1%
TRAFFIC OFFENSE	15	27.3%
WARRANT SERVICE	4	7.3%

## Accidents

6

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## Citation Violations

126

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DUI	2	1.6%
Fix it	10	7.9%
Misdemeanor	3	2.4%
Traffic	68	54.0%
Warning	43	34.1%

1 **West Bountiful City**  
2 **Planning Commission Meeting**

**July 9, 2019**

3 **PENDING – NOT APPROVED**

4 **Posting of Agenda** - The agenda for this meeting was posted on the State of Utah Public Notice website,  
5 on the West Bountiful City website, and at city hall on July 5, 2019 per state statutory requirement.

6 Minutes of the Planning Commission meeting of West Bountiful City held on Tuesday, July 9, 2019 at  
7 West Bountiful City Hall, Davis County, Utah.

8 **Those in Attendance:**

9 **MEMBERS PRESENT:** Chairman Denis Hopkinson, Laura Charchenko, Corey Sweat, Dee Vest (alternate),  
10 Council member Enquist

11 **MEMBERS EXCUSED:** Mike Cottle, Alan Malan

12 **STAFF PRESENT:** Ben White (City Engineer), Cathy Brightwell (Recorder), and Debbie McKean  
13 (Secretary)

14 **VISITORS:** James Thomson, Hunter Thomson, Guy Goddard, Jenalee Gerber and son, Lloyd Carr

15

16 The Planning Commission Meeting was called to order at 7:30 pm by Chairman Denis Hopkinson. Dee  
17 Vest offered a prayer.

18 **1. Accept Agenda**

19 Chairman Denis Hopkinson reviewed the agenda. Laura Charchenko moved to accept the agenda. Corey  
20 Sweat seconded the motion. Voting was unanimous in favor among all members present.

21 **2. Public Hearing – Application to Change the Zoning to Accommodate Storage Units at 580**  
22 **W 100 N**

23 Chairman Hopkinson gave a brief introduction regarding the applicant's request. Ben White highlighted  
24 some of the pros/cons the applicant pointed out in his letter and the memorandum from Mr. White  
25 dated July 3, 2019. (See Memorandum information in Item #3).

26 **ACTION TAKEN:**

27 **Corey Sweat moved to open the public hearing at 7:37 pm on the applicant's request for a rezone**  
28 **of the property located at 580 West 100 North (Carr Printing Property). Dee Vest seconded the motion**  
29 **and voting was unanimous in favor.**

30 **PUBLIC COMMENT:**

31 **James Thomson** (project applicant) stated that Mr. Carr is present and has been the  
32 owner/occupant of the Carr Printing building since 1984. His business is 5 generations deep. Mr.  
33 Thomson reported that the property was sold 1 year ago but there were no interested retail tenants due  
34 to the parking conditions and building layout. Current owner is having some challenges developing a  
35 use for the building.

36 Mr. Thomson plans to make improvements on the building and enhance the exterior appearance.  
 37 The desired use would be for climatized indoor storage with some retail components. They are willing  
 38 to forgo the earlier request for outdoor storage units and RV parking. There would-be 24-hour security.  
 39 Staff will be on site Monday through Saturday. The building would be closed on Sunday except for  
 40 storage clients from 9am to 10 pm who have access.

41 **Lloyd Carr** (President of Carr Printing) stated that the building was built in 1984 and doubled in size  
 42 with an expansion project in the 2000's due to high volume of business. He noted there were storage  
 43 buildings that surrounded them before the development of the Common's area that they used to store  
 44 their inventory. He explained the need for downsizing his printing business due to the changing market  
 45 demands now requiring only one-fourth the space of the building. Before selling, he tried for two years  
 46 to find a retailer to share the building but has had no success in doing so since the building is not  
 47 conducive for retail purposes. He would like to stay as a tenant but not sure it fits with the current  
 48 storage unit plans He stated that the Thomson's have the best interest of the City in mind and appear to  
 49 be honest in their dealings. He reiterated that he really tried to find better options that are currently  
 50 permitted in the C-G zone but had no success.

51 **ACTION TAKEN:**

52 ***Corey Sweat moved to close the public hearing at 7:50 pm. Laura Charchenko seconded the motion***  
 53 ***and voting was unanimous in favor.***

54

55 **3. Consider Application to Change the Zoning to Accommodate Storage Units at 580**  
 56 **W 100 North**

57 Commissioner packets included a memorandum from Ben White dated July 3,2019 regarding Carr  
 58 Printing Property located at 580 West 100 North West Bountiful.

59 **The memorandum included the following information:**

60 The Cirrus Group desires to convert the Carr Printing building into a climatized indoor storage facility.  
 61 The property is in the C-G (General Commercial) zoning district just north of the Costco store. The  
 62 Cirrus Group is requesting a rezone of the property or a text change to the existing C-G zoning  
 63 ordinance because Indoor Storage is currently not an allowed use in the C-G zone.

64 A letter from the Cirrus Group outlines why they believe the rezone request is in the best interest of  
 65 the City. The applicant has removed its initial request for outdoor storage from the application.

66 The Planning Commission is tasked with soliciting public input, conducting their own analysis, and  
 67 making a recommendation to City Council. Options available to the Planning Commission include:

- 68 1. No zoning changes which would prohibit storage type projects in this area.
- 69 2. Change the municipal code to allow storage in some fashion to the C- G Zone. With this  
 70 option, staff would recommend placing specific restrictions on storages such as indoor,  
 71 climatized storage only. Other items to consider include size, retail component, hours of  
 72 operations, security and proximity to similar uses.
- 73 3. Rezone the property to C-H (Commercial Highway) with or without additional  
 74 changes/restrictions to the municipal code. The Utah Supreme Court has left zoning to the

75 discretion of local municipalities. In short, what we may consider a “spot zone” is allowed by  
 76 the State. Whether it is allowed or not, does not necessarily mean it is a good idea in this  
 77 case. A rezone to C-H without a code change would allow any indoor storage with outdoor  
 78 storage components being an allowed conditional use. To include a text change which limits  
 79 the storage could negatively impact the remainder of the C-H zone.

80 The applicant has provided a proposed site plan and architectural drawings to help the city visualize  
 81 what the facility would look like.

82 When considering a rezone request, the Planning Commission must remember that future uses will  
 83 not be limited to the proposed use, i.e., indoor storage, but would include all uses allowed in the new  
 84 zone.

85 Chairman Hopkinson introduced the proposed changes and gave a brief review. He invited the  
 86 Commissioners to make comments on their thoughts regarding the applicant’s request.

87 **Commissioner’s Comments:**

88 **Chairman Hopkinson** stated that much thought has been put into this proposal. He is not in favor of  
 89 spot zoning or changing text in the C-G zone to accommodate the storage unit use. In speaking with  
 90 retailers surrounding that area, they are not in favor of that type of use as well.

91 **Corey Sweat** appreciates the situation of the applicant. He explained that his business is in a similar  
 92 situation and may be forced to relocate. He respects personal property owner rights but the choices  
 93 they make as a Commission affect all businesses in the area. A lot of money was spent to develop this  
 94 area into a strong retail area. He is not in favor of changing the use in the C-G zoned at all or to  
 95 accommodate a spot zone request.

96 **Laura Charchenko** concurs with Commissioner Sweat and also appreciates the applicant’s desires and  
 97 request but does not see that options 2 and 3 are viable and believes they would be problematic. She  
 98 feels that Option 1 is the only solution she can support at this time.

99 **Dee Vest** pointed out that the owner has some very good points supporting the use of storage in this  
 100 area due to the inability to find retail users, but spot or rezoning would not be a favorable option that he  
 101 could support, although he is willing to listen to other options.

102 **Chairman Hopkinson** invited the applicants to look at other areas within our City for developing this  
 103 type of business as he feels it is a great idea and needed in our community. He requested that Staff  
 104 prepare a letter to the City Council from the Commission stating the efforts they have made in  
 105 considering this request and the reasons for their decision.

106 Staff will draft the letter requested by Chairman Hopkinson and send it via email tomorrow. Mr. White  
 107 asked that the Commissioners respond quickly to the email so they can have the letter ready for the  
 108 Council packets on Thursday.

109

110 4. **Public Hearing – Proposed Changes to Construction Standards and Specifications for West**  
 111 **Bountiful**

112 Chairman Hopkinson briefly summarized the proposed changes to Construction Standards and  
113 Specifications document.

114 **ACTION TAKEN:**

115 *Laura Charchenko moved to open the public hearing on Proposed Construction Standards and*  
116 *Specifications for West Bountiful at 8:02 pm. Dee Vest seconded the motion and voting was*  
117 *unanimous in favor.*

118 No Public Comment was given.

119 **ACTION TAKEN:**

120 *Corey Sweat moved to close the public hearing 8:03 pm. Dee Vest seconded the motion and voting*  
121 *was unanimous in favor.*

122

123 **5. Consider Proposed Changes to Construction Standards and Specifications for West**  
124 **Bountiful**

125 Commission packets included a memorandum from Ben White dated July 5, 2019 regarding the  
126 proposed updates to the Public Works Construction Standards with an attached copy of the minimum  
127 construction standards. The memorandum included the following information:

128 House Bill 232 in the 2017 General Legislative Session defined Construction Standards and  
129 Specifications (Standards) as a "Land Use Regulation." The Bill states that Land Use regulations will be  
130 adopted by ordinance. West Bountiful City complied with this new law in 2017 when construction  
131 standards were updated. State law now requires a public hearing to be held prior to the Planning  
132 Commission making a recommendation to City Council.

133 Substantive changes to the Standards include:

- 134 1. Detail 297SP: Update the distance requirement between the main and accessory structures to  
135 reflect the new 8 ft. minimum.
- 136 2. Detail 384 and 385SP: Update the minimum pavement thickness to 4 inches.
- 137 3. Also added text which prohibits the splicing of water service laterals between the water main  
138 and water meter setter.
- 139 4. Detail 521SP: Add detail for water meters located in driveways.
- 140 5. Street Light Base: Add detail to require concrete bases for all new residential streetlights.
- 141 6. Change minimum concrete sidewalk thickness to 6 inches.

142 Ben White pointed out to the Commission that Items 1-4 listed in the memorandum are the result of  
143 changes made over the past year. Items 4 and 5 are new requirements. A brief discussion took place.

144 **ACTION TAKEN:**

145 *Corey Sweat moved to approve the proposed changes to the Construction Standards and*  
146 *Specifications for West Bountiful. Laura Charchenko seconded the motion and voting was*  
147 *unanimous in favor.*

148

149 **6. Review Updates to the Housing Section of the General Plan**

150 Commissioner packets included a clean copy of updates to Section 6-4 of the Housing Section of the  
 151 General Plan based on discussion at the last meeting. Staff still needs to go through the remaining  
 152 portions of the Housing section and clean it up. Chairman Hopkinson asked for Commissioner's  
 153 comments regarding the document.

154 **Councilmember Enquist** stated that he thinks the document reads well.

155 **Dee Vest** concurred.

156 **Corey Sweat** suggested the period in the last sentence of the first paragraph in the Accessory  
 157 Dwelling Units section be moved to follow multifamily projects and delete, "*such as multistory*  
 158 *apartment complexes*". The rest of the document looks great to him.

159 **Laura Charchenko** suggested adding "*Some of*" to the second sentence in the Housing Resources  
 160 and Programs section as not all programs are listed.

161 The Commission supported both proposed changes.

162

163 **7. Staff Report**164 **Ben White**

- 165 • Parking lot/sidewalk repair at City Hall will be completed in 2 to 3 weeks.
- 166 • Atwater Subdivision will begin construction soon. Work in all other subdivisions continues.
- 167 • 1100 West from canal to Millcreek Meadows – the city will add curb and sidewalk.
- 168 • Pages Lane will be completed next week - it will take approximately 2 days.
- 169 • Mtn. View will delay putting in the finished road until all dirt is in place and heavy trucks are not  
 170 an issue - should be around September.

171 **Cathy Brightwell**

- 172 • As decided in the last meeting, there will be no Planning commission meeting held on July 23<sup>rd</sup>.  
 173 If needed, there will be a meeting scheduled on July 30<sup>th</sup>. The August 13<sup>th</sup> City Council meeting  
 174 has been cancelled as well due to the Primary election.
- 175 • The General Plan review is taking longer than expected. The goal is to finish the Housing section  
 176 in time for the July 30 meeting. If Staff is unable to meet that date, you will be contacted. .

177 **Additional Discussion:**

178 Dee Vest requested that construction road signs taken down when not applicable.

179 Corey Sweat inquired about the Highgate Development. Ben reported that it is a big project that has  
 180 faced some unexpected challenges. It has gone slower than some projects in the City, but they should  
 181 be showing some notable progress in the next week or two.

182 Chairman Hopkinson gave lots of compliments to the Parade/Events Committee for the 4<sup>th</sup> of July  
 183 Celebration and would like that passed on to the Arts Council and City Council.

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**8. Consider Approval of Minutes from June 25, 2019 meeting.**

**ACTION TAKEN:**

*Corey Sweat moved to approve of the minutes of the June 25, 2019 meeting as presented.  
Laura Charchenko seconded the motion and voting was unanimous in favor.*

**7. Adjournment**

**ACTION TAKEN:**

*Laura Charchenko moved to adjourn the regular session of the Planning Commission meeting at 8:29 pm. Dee Vest seconded the motion. Voting was unanimous in favor.*

.....

*The foregoing was approved by the West Bountiful City Planning Commission on July 30, 2019 by unanimous vote of all members present.*

\_\_\_\_\_

*Cathy Brightwell – City Recorder*

**PENDING – Not Yet Approved**

Minutes of the West Bountiful City Council meeting held on **Tuesday, June 18, 2019** at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

**MEMBERS:** Mayor Kenneth Romney, Council members, James Ahlstrom, James Bruhn, Kelly Enquist, Mark Preece, and Andy Williams

**STAFF:** Duane Huffman (City Administrator), Todd Hixson (Chief of Police), Ben White (City Engineer), Steve Doxey (City Attorney), Steve Maughan (Public Works Director), Dallas Green (Director of Golf), Cathy Brightwell (City Recorder)

**VISITORS:** Rod Wood, Gary Jacketta, Terry Olsen, Alan Malan, Brad Lewis, and representatives from Boy Scout Troop 219

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Mayor Romney called the work session to order at 6:34 pm and welcomed visitor Rod Wood.

**6:30 p.m. Work session to Discuss FY 2018/2019 Budget Amendment and FY 2019/2020 Budget**

Duane Huffman provided an overview of the current and proposed budgets.

Projected ending Fund balances are listed below.

- The FY-19 General Fund will end with \$1.2M and FY-20 General Fund is projected to end at \$1.1M which is just under 25%.
- RAP & Park Impact fees (combined) – FY-19 \$693K and FY-20 \$217K, after the new park restroom and Pickleball courts.
- Roads (Class C, Prop 1, Streets Property, & Impact fees) – FY-19 \$447k, and FY-20 \$242K
- Water Fund – FY-19 \$5M and FY-20 \$3M, if the city is successful with UDOT/new well.
- Golf Fund – FY-19 \$145K and FY-20 \$189K, which includes transfers.

Debt

- City hall - \$971K at 2.37% interest - will end in 2026. FY-20 principal is \$129K and interest is \$23K.
- Water fund –\$2.97M at 3.25–4.45% interest. FY-20 principal is \$265K and interest is \$73K.

Capital

- 800 West (400 N – 1000 N) – \$1.1M will include new street, new water line, fill-in curb & sidewalk, and improve storm water. Staff is still preparing options on the complete scope, specifically between 1000 N - Pages Ln.
- Porter Lane (640 W – 800 W) street repair - \$310K. This could be adjusted/delayed depending on final scope of 800 W project.
- Water - 400 North well and 800 West line.

- 47 • Parks – new restroom \$325K, Charnel Park \$50K, School Pickleball/bowery \$400K, Park top
- 48 dressing \$15K
- 49 • Golf – tee boxes \$10K, sand storage \$15K, cart paths \$9K
- 50 • Public Works equipment – loader \$164K (with guarantee to sell for \$173,500), excavator \$78K,
- 51 2 trucks \$40K (net cost \$10K) each.
- 52 • Police – Need 5 vehicles (shift from leasing vehicles to purchasing) - \$147K net
- 53

54 Updates since tentative budget

- 55 • Received \$600K in property taxes early (June) so recommend transferring \$1.9M to Capital
- 56 Project Fund for a balance of \$2.4M in FY-19.
- 57 • Property Tax – New certified tax rate will shift taxes on the average home from \$260/yr. to
- 58 \$299/yr. Adjusting the tax rate from 0.001510 to 0.001315 will keep taxes level for residents
- 59 and decrease budget by \$195,800. There was a consensus to keep the average payment for
- 60 residents the same. May want to consider small inflation adjustments in future years.
- 61 • City hall parking lot repair (\$38K) will now go in FY-20 budget.
- 62 • New garbage cans (\$22K) arrived in June instead of July so will be moved to FY-19.
- 63 • Pages Lane road project – expenditures were FY-19, but grant will come in FY-20.
- 64 • New 400 North well (\$2M) – was FY-19 now FY-20.
- 65 • New items:
  - 66 ○ Public works employee allocation adjustments.
  - 67 ○ Fire Dept assessment – -\$21,300 (FY-20).
  - 68 ○ Onion Parkway trail extension property purchase \$10,400 (FY-19).
  - 69 ○ McKean-Prospector trail connection (\$4K) from Park impact fees (FY 20).
  - 70 ○ Water purchase (Weber/Bountiful) \$10K more than originally budgeted.
  - 71 ○ Wetland study for the west yard - \$3K (FY-19).
  - 72 ○ Stone Creek well repair - \$41K (FY-19)
- 73 • Board stipends – There was discussion about stipends for various city boards/committees.
  - 74 ○ Arts Council - budget includes \$25/mtg for each member, but some have indicated they
  - 75 would prefer money to go to those who put in a lot of time with the July 4 celebration,
  - 76 e.g., Debbie McKean, Shelly Murphy, Emily Holmgren rather than individual council
  - 77 members who enjoy volunteering their time. It was suggested that the money be left in
  - 78 the budget and Arts Council be invited to make a recommendation to city council.
  - 79 ○ Youth Council – option to pay advisors \$25/mtg, or \$500/yr for each advisor.
  - 80 Recommend putting money in budget and giving it to them in December.
  - 81 ○ EmPAC – Recommend no stipends but recommend leaving \$500 in budget for a Thank-
  - 82 you event at the end of the year.
- 83

84 Duane will make the \$300 change which now leaves a projected year-end balance of \$1,120,770 in

85 the General Fund for FY 20.

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94  
95 Mayor Romney called the regular meeting to order at 7:34 pm. Members of Boy Scout Troop 219,  
96 Carson Tovey gave the Scout Oath and Spencer Lewis led the Pledge of Allegiance.  
97

98  
99 **1. Approve Agenda**

100  
101 **MOTION:** *Kelly Enquist made a Motion to approve the agenda as presented. Andy*  
102 *Williams seconded the Motion which PASSED by unanimous vote of all*  
103 *members present.*  
104

105 **2. Public Comment – two minutes per person, or five minutes if speaking on behalf of a**  
106 **group.**

107  
108 There was no public comment.  
109

110 **3. Consider Resolution 455-19, A Resolution Enacting the Second Amendment to the**  
111 **Fiscal Year 2018-2019 Budget.**  
112

113 Duane Huffman went over the highlights that were discussed in the earlier work session  
114 which included transferring \$1.5M from general fund to capital fund for the West Yard; moving  
115 project money to adjust for when they occurred, e.g., city hall parking lot, new garbage cans, Pages  
116 Lane completion; and added money to cover Stone Creek well repairs.  
117

118 **MOTION:** *James Ahlstrom made a Motion to Approve Resolution 455-19 Adopting the*  
119 *Second Amendment to the Fiscal Year 2018-2019 Budget. Mark Preece*  
120 *seconded the Motion which PASSED.*

121 The vote was recorded as follows:

122 James Ahlstrom – Aye                      Mark Preece – Aye  
123 James Bruhn – Aye                         Andy Williams – Aye  
124 Kelly Enquist – Aye  
125

126 **4. Consider Resolution 456-19, A Resolution Adopting the West Bountiful City Budget**  
127 **and Property Tax Rate for the Fiscal Year 2019-2020.**  
128

129 Duane Huffman summarized the highlights included in the Fiscal Year 2019-2020 Budget  
130 that were discussed in the earlier work session.  
131

132 **MOTION:** *Andy Williams made a Motion to Approve Resolution 456-19 Adopting the*  
133 *West Bountiful City Budget and adjusted Tax Rate for Fiscal Year 2019-*  
134 *2020. Mark Preece seconded the Motion which PASSED.*

135 The vote was recorded as follows:

136 James Ahlstrom – Aye                      Mark Preece – Aye  
137 James Bruhn – Aye                         Andy Williams – Aye  
138 Kelly Enquist – Aye

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**5. Consider Award of 1100 West Sidewalk Project**

After HollyFrontier completed street and sidewalk improvements from 500 South to Millcreek, the city immediately began exploring how to connect the new improvements to existing improvements at 190 North. The original FY-19 budget included \$70,000 for asphalt, curb, gutter, and sidewalk funded through street impact fees for such a project. Due in part to other city projects competing for staff time and the difficulties of the design, staff did not bid this project earlier this year. Mayor Romney has expressed a desire for some level of improvements to be installed for the 2019/2020 school year to increase the safety of children traveling from the area to the elementary school.

In order to get this done this year, three contractors currently working for the city were asked to bid the project – MC Green and Wind River Excavation responded. MC Green provided the lowest quote for \$124,364. After reviewing the unit prices, staff believes this is a reasonable quote.

Staff has developed three options, 1) Use standard bid process which will likely delay the project until 2020; 2) Move forward as an emergency project using the quotes received from MC Green and Wind River Excavation; or 3) extend asphalt now without completing other improvements to create a walking path similar to other sections of 1100 West. This option will likely require some asphalt to be replaced if curb and sidewalk is eventually installed.

There was discussion about MC Green’s quote and the timing of the project. Ben said there is no commitment to have it done before school starts, but they committed to do it by year-end.

Mayor Romney stated that he believes it was very important to complete a safe walking route all the way from 500 South to Porter Lane. Duane Huffman suggested that because the bids are all fairly close, between \$130K and \$140K, and the city wants it done as soon as possible so children can use it walking to school, the project be awarded to whoever can get the project finished earliest. Mayor Romney agreed that if the cost is within \$5K and the city can get an earlier finish date, staff should be given the latitude to make the selection and there is no need to come back for approval.

Mr. Huffman added that the money for this project will be moved to the FY 2020 budget.

**MOTION:** *James Ahlstrom made a Motion to Approve an Emergency Project, not to exceed \$139K, to one of three Submittals, at the discretion of Staff, based on who can give the city material completion at the earliest date. Andy Williams seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye	Mark Preece – Aye
James Bruhn – Aye	Andy Williams – Aye
Kelly Enquist – Aye	

**6. Consider Purchase Approval for Three 2020 Ford Explorers for a Total of \$100,209.**

The Fiscal Year 2020 budget that was just approved contains funding for a police vehicle plan that includes the purchase of three new patrol vehicles. The police department needs approval now to place the order for these vehicles to avoid shipment delays. Each 2020 Ford Explorer with a police package costs \$33,403, for a total order of \$100,209.

186  
187 **MOTION:** James Ahlstrom made a Motion to Approve Three 2020 Ford Explorers for a  
188 Total cost of \$100,209. Andy Williams seconded the Motion which  
189 PASSED.

190  
191 The vote was recorded as follows:

192 James Ahlstrom – Aye Mark Preece – Aye  
193 James Bruhn – Aye Andy Williams – Aye  
194 Kelly Enquist – Aye  
195

196 **7. Open Meeting Training.**

197  
198 Duane Huffman presented a review the Utah Open & Public Meetings Act as required  
199 annually by law.  
200

201 **8. Consider Approval of Minutes from the June 4, 2019 City Council Meeting.**

202  
203 **MOTION:** *James Bruhn made a Motion to Approve the Minutes from the June 4, 2019*  
204 *City Council Meeting as presented. Kelly Enquist seconded the Motion*  
205 *which PASSED by unanimous vote of all members present.*

206 **9. Police Report (Chief Hixson)**

- 207  
208
  - Crossing guards had another great year, and all have signed up to come back next year.
  - Reserve Officer Bjorndal will begin the Ghost week of his field training.
  - Running background on new reserve officer.
  - Asst. Chief Erikson completed seven years with WBPD on June 18. He started as a part-time alcohol enforcement officer and was quickly hired full-time. Brandon recently completed his bachelor's degree in business management from Western Governor's University.
  - We are conducting PT testing this week; all officers passed.
  - Getting ready for July 4 activities. Several officers will be on bicycles assisting with crowd during the parade and at the Park.
  - Quarterly EmPAC meeting was held last month, focus is on prepping for parade and safety fair.

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221 **10. Public Works/Engineering Report.**

222  
223 **Steve Maughan –**

- 224
  - Subdivision update: McKean, Mtn. View and Highgate subdivisions are all underway, and Atwater (800 W 1900 N) plans to begin work soon.
  - Stone Creek well – we are still working to get it to pass bacteria testing. Need two consecutive positive reports before turning into system. It's pumping at 200 gpm which is good.
  - School district extended the water line in the rear parking lot at city hall and will be putting in a new sewer line. Expect to see cuts in 800 West which will require daytime detours for a couple of days.

230  
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- 232           • Power has been hooked-up at the Park, so the new security lights are on.  
233           • Pages Lane paving has been extended until after July 4.

234  
235           *Mayor Romney thanked Steve and his crew for their oversight on our city projects. He noted*  
236           *that it's very time-consuming but if we don't watch contractors like a hawk, we end up paying a*  
237           *lot down the road.*

238  
239           **Ben White –**

- 240           • Mtn View initially hired MC Green to do underground utilities, and now they have  
241           made arrangements with another contractor to haul dirt, etc. There have been dust  
242           issues, so we had to shut them down yesterday. They are looking into options like  
243           magnesium chloride to help with the dust.  
244           • The Park concession/restroom building is scheduled to come down on July 15 and will  
245           take about 100 days to rebuild.  
246           • Work on the front city hall parking lot will begin after July 4.

247  
248           **11. Administrative Report (Duane Huffman).**

- 249  
250           • Candidate filing is over, and there are nine candidates running for three city council  
251           seats. Will hold an orientation next Tuesday night providing basic information on  
252           government, resources, etc.  
253           • Staff conducted cursory research into changing the name of the city at the request of a  
254           resident and the council. The technical part is very easy, but it is very hard to determine  
255           what the impact would be to businesses, etc. There was discussion about whether a  
256           citizen led initiative would be the best way to proceed if enough interest exists. Council  
257           member Ahlstrom noted that the requesting citizen came before us twice so he felt it  
258           was important to give them information.  
259           • He proposed executive sessions to discuss pending or imminent litigation, and a  
260           personnel issue.

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262           **12. Mayor/Council Reports.**

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264           James Ahlstrom – no report.

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266           Mark Preece – no report

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268           James Bruhn – Arts council is busy gearing up for July 4; they have a lot of activities planned.

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270           Andy Williams – The Youth Council held a year-end/welcome picnic at the Park. The 2019-2020  
271           Council has 6 new members out of 17. Advisors Paul and Michelle are doing good job.

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273           Kelly Enquist – Commended public works crew on their hard work and complements on the new  
274           banners. Reported that he heard from a resident that Blake Anderson went above and beyond by  
275           going to his home on Father's Day to fix a water leak.

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277           Mayor Romney – the new fire district budget was approved.

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**12. Executive Session for the Purpose of Discussion Items as Allowed Pursuant to UCA 52-4-205(1)(a) and (d).**

**MOTION:** *James Ahlstrom made a Motion to Move into Executive Session in the Police Training Room at 8:35 pm for the purpose of discussing (1) the character, professional competence, or physical or mental health of an individual, and (2) pending or imminent litigation. Andy Williams Seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye	Mark Preece – Aye
James Bruhn – Aye	Andy Williams – Aye
Kelly Enquist – Aye	

**MOTION:** *James Ahlstrom made a Motion to close the Executive Session at 9:30 p.m. Andy Williams seconded the Motion which PASSED by unanimous vote of all members present.*

**13. Adjourn.**

**MOTION:** *James Bruhn made a Motion to Adjourn this meeting of the City Council at 9:35 p.m. Andy Williams seconded the Motion which PASSED by unanimous vote of all members present.*

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*The foregoing was approved by the West Bountiful City Council on July 16, 2019 by unanimous vote of all members present.*

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Cathy Brightwell (City Recorder)