

1. City Council Meeting Agenda

Documents:

[MAY 18, 2017 CITY COUNCIL REGULAR MEETING AGENDA PACKET.PDF](#)
[MAY 18, 2017 CITY COUNCIL REGULAR MEETING AGENDA.PDF](#)

2. Meeting Audio & Video

- [MEETING AUDIO](#)
- [MEETING VIDEO](#)



MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a Public Hearing on Thursday, May 18, 2017, starting at 7:00 p.m. in the Council Chambers of the Kaysville City Municipal Center, 23 East Center Street, Kaysville, UT. The regular City Council meeting will convene at the conclusion of the Public Hearing.

The agenda shall be as follows:

6:00 p.m. ASK THE COUNCIL/PUBLIC Q & A

1. Council Member Garn will be available for discussion related to any topic that pertains to our community and the business of the City.

7:00 p.m. PUBLIC HEARING

1. The Vacation of 0.14 acres of right-of-way on 100 North Street at approximately 650 East.

CITY COUNCIL MEETING

The agenda shall be as follows:

1. Opening – Council Member Lee.
2. Call to the Public.
3. Consideration of the Vacation of 0.14 acres of right-of-way on 100 North Street at approximately 650 East.
4. Award of Bid for the 200 North and Angel Street Project.
5. Discussion of Sale of City Property at approximately 400 East Oak Lane.
6. Consideration of a Resolution of the City Council of Kaysville City, UT, authorizing the issuance and sale of not more than \$1,375,000 aggregate principal amount of sales tax revenue bonds, series 2017; and related matters for the purpose of financing the construction of Pioneer Park.
7. Acceptance of Improvements for Hill Farms Phase 2C Subdivision.
8. Proposed Ordinance Change of Kaysville City Employee Appeal Board.
9. Modification of Purchasing Procedures relating to Change Orders.
10. Consideration of Windstorm Response Resolution.
11. Consideration of schedule change of the June 1, 2017 City Council Meeting.
12. Council Member Reports.
13. Minutes.
14. Calendar.
15. Adjournment.

Kaysville City is dedicated to a policy of non-discrimination in admission to, access to, or operations of its programs, services or activities. If you need special assistance due to a disability, please contact the Kaysville City Offices at (801) 546-1235.

I hereby certify that I posted a copy of the foregoing Notice and Agenda at City Hall and emailed copies to media representatives on May 12, 2017.

Maria T. Devereux
Maria T. Devereux
City Recorder



City Council Staff Report

Public Hearing - Vacation of a Portion of 100 North Street May 18, 2017

Applicant: Spencer Prince
Location: Approx. 650 East 100 North

Description:

Mr. Prince is working to develop land at the east end of 100 North Street. Currently the pavement terminates but the right of way continues for another 200 feet or so. Mr. Prince has the property on the north and south sides of the right of way under contract. As seen in exhibit B the property being considered for development extends past the paved street about 147 feet. There is still another 50 feet or more of right of way east of that.

If vacated the right-of-way would go to the properties fronting the street to the north and south, half of to the property to the north and half to the property to the south. In this case the proposed development on the Stewart Family Trusts property fronts the property both on the north and south side. The Briggs family also owns the property on both sides of the right of way on the east end and would acquire the remainder.

17-27a-609.5 Vacating a street, right-of-way, or easement states that the legislative body shall hold a public hearing to determine whether good cause exists for the vacation; and the public interest or any person will be materially injured by the proposed vacation. The City Council may adopt an ordinance granting a petition to vacate some or all of the right-of-way based in its findings.

Possible Motions:

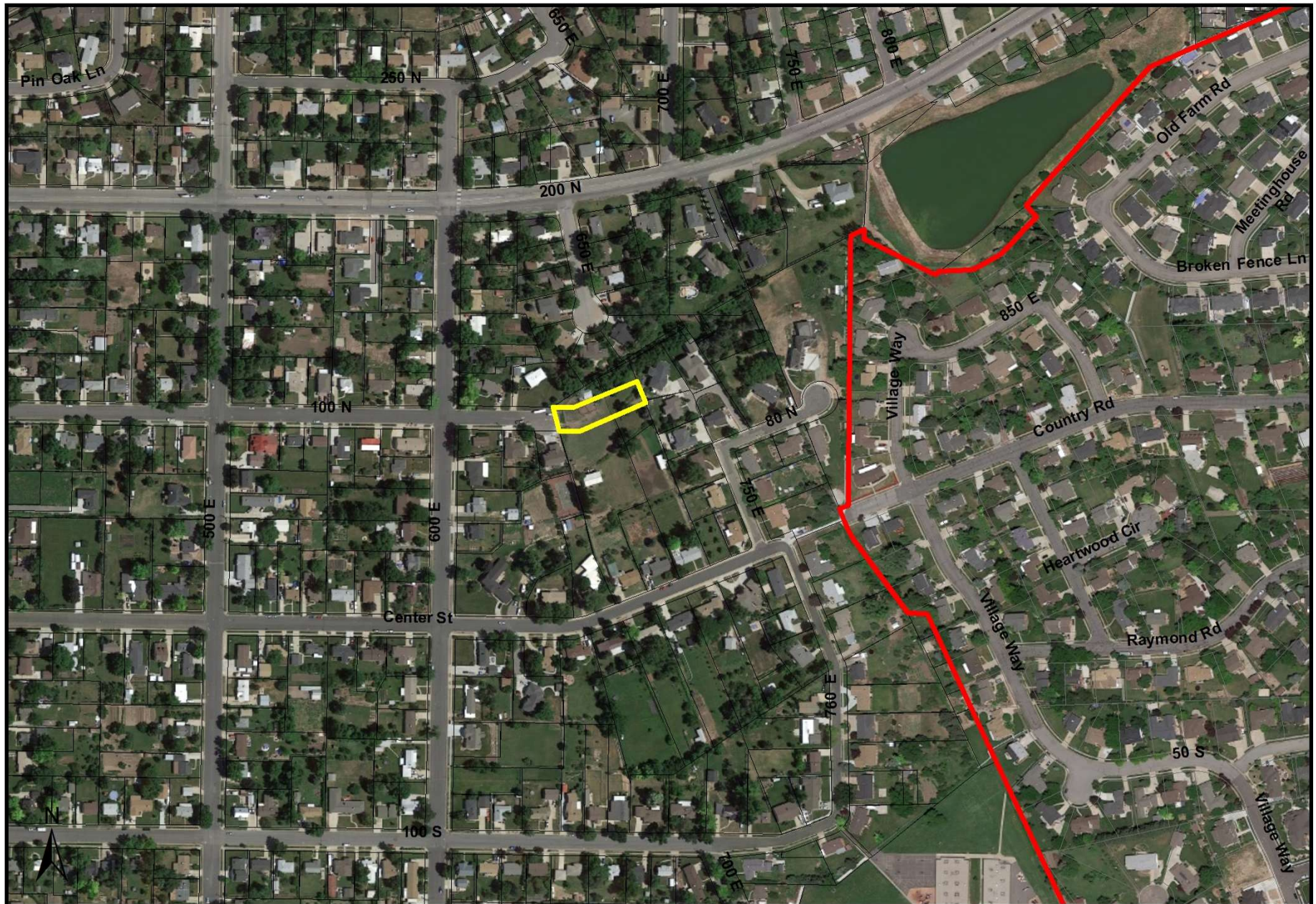
Approve the petition to vacate a portion of 100 North Street and direct staff to complete the legal description for the property indicated in the attached maps and record a copy of the attached ordinance with the Davis County Recorder's Office.

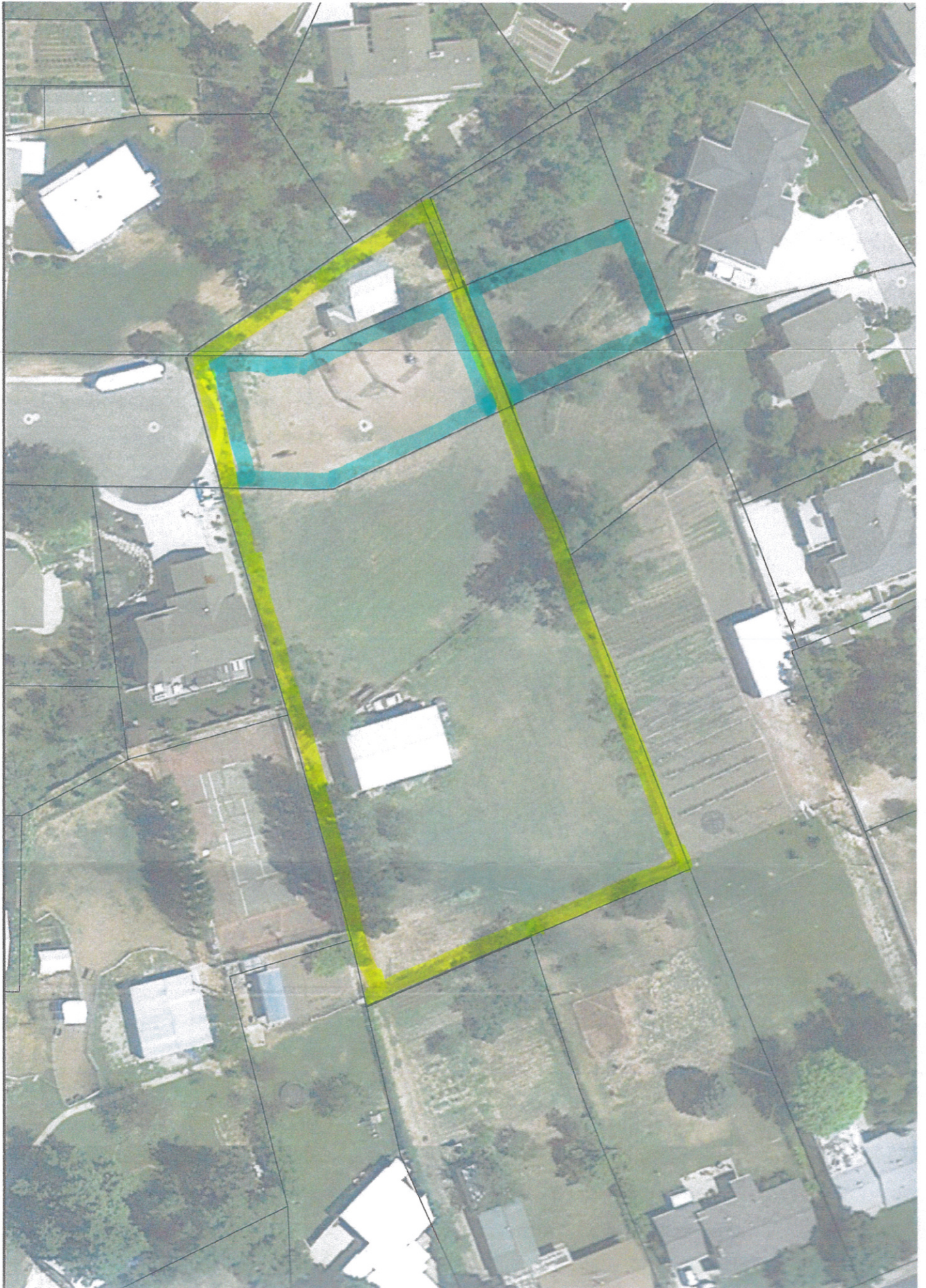
Deny the petition for the street vacation.

Table a decision pending additional information.

- Attachment 1: Location Map
- Attachment 2: Map indicating right of way to be vacated relating to proposed development.
- Attachment 3: Concept Development Map
- Attachment 4: Vacation Ordinance

100 North Street at Approximately 650 East







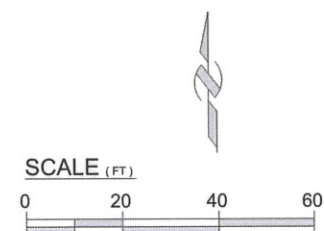
LEGEND:

PROPOSED	EXISTING	
SD	SD	STORMDRAIN LINE
SS	SS	SANITARY SEWER LINE
W	W	WATER LINE
OHE	OHE	OVERHEAD ELECTRIC LINE
UGE	UGE	UNDERGROUND ELECTRIC LINE
COM	COM	COMMUNICATIONS LINE
G	G	GAS LINE
COND	COND	CONDUIT
		PROPERTY LINE
		BUILDING OFFSET REQ'T
		EXISTING PROPERTY LINE
		EASEMENT
		CURB & GUTTER

	STORMDRAIN INLET
	STORMDRAIN COMBINATION BOX
	STORMDRAIN MANHOLE
	DOWNSPOUT (ROOF DRAIN W/CONNECTION)
	ROOFDRAIN (OUTLET TO LANDSCAPING)
	CLEANOUT
	SANITARY SEWER MANHOLE
	ELECTRICAL/TRANSFORMER BOX
	FIRE HYDRANT
	WATER METER
	WATER VALVE/POST INDICATOR VALVE
	FIRE DEPT. CONNECTION
	SITE LIGHT
	POWER POLE
	PAVEMENT PATCHING

SITE NOTES:

- LOT SIZE: 1.33 ac.
- ZONE: R1-8
- 20' FRONT SETBACK VARIANCE REQUIRED



OPTION: A

KAYSVILLE SUBDIVISION

ORDINANCE NO. 17-5-3

VACATING A PORTION OF 100 NORTH STREET, KAYSVILLE CITY, DAVIS COUNTY, STATE OF UTAH; PROVIDING FOR THE RECORDING OF SUCH ORDINANCE AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the governing body of Kaysville City, State of Utah, has determined that there is good cause for vacating the portion of 100 North Street at about 650 East, an areas of approximately .014 acres; and

WHEREAS, the City has caused to be published a “Notice of Proposal To Vacate a Portion of 100 North Street and Public Hearing Theron,” for the purpose of calling a Public Hearing to consider the question of whether or not the portion of said street should be vacated; and

WHEREAS, said Public Hearing was held at the Kaysville Municipal Center on Thursday May 18, 2017; and

WHEREAS, after due deliberation by the Mayor and City Council, it is now found and determined that good cause exists for vacating said portion of 100 North Street and that neither the public interest nor any person will be materially injured by the vacation and that it is in the best interest of the City and its inhabitants to vacate said portion of said Street;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF KAYSVILLE CITY, UTAH:

SECTION 1: PORTIN OF 100 NORTH STREET VACATED

The portion of 100 North Street at about 650 East, an area of approximately 0.14 acres and the same is hereby vacated as a public street, which said portion of said street is more particularly described as follows;

LEGAL DESCRIPTION HERE

SECTION 2: RECORDING OF ORDINANCE

Upon passage, a copy of this Ordinance shall be recorded in the office of the County Recorder of Davis County, State of Utah.

SECTION 3: EFFECTIVE DATE

1. This Ordinance shall take effect on the date of publication of a summary thereof, one time only, in The Davis Clipper.

APPROVED AND ADOPTED this 18th day of May, 2017.

Steve A. Hiatt
Mayor

ATTEST:

Maria T. Devereux
City Recorder

I, Maria Devereaux, do hereby certify that I am the duly appointed, qualified and acting City Recorder of Kaysville City, Davis County, State of Utah. I further certify that the above, foregoing and attached Ordinance entitled VACATING A PORTION OF 100 NORTH STREET, KAYSVILLE CITY, DAVIS COUNTY, STATE OF UTAH; PROVIDING FOR THE RECORDING OF SUCH ORDINANCE AND ESTABLISHING AN EFFECTIVE DATE constitutes a true and correct copy of such Ordinance passed and adopted by the City Council of said City on Thursday May 18, 2017, as said Ordinance officially appears in my office as such Recorder.

IN WITNESS THEREOF, I have hereunto subscribed my official signature and impressed hereupon the official seal of said Kaysville City this 18th day of May, 2017.

Maria T. Devereux
City Recorder

(SEAL)



City Council Staff Report

Award of Bid for the 200 North and Angel Street Project May 18, 2017

Description:

Some time ago Kaysville City received Federal funding to construct improvements at the intersection of 200 North and Angel Street. These funds were to be made available in 2019. The City was able to negotiate with UDOT and exchange the federal funding for state money which is available now. Over the last several months this project has been in design and has now been bid.

The project will include a traffic signal and associated improvements at the intersection of 200 North and Angel Street. Also included is curb, gutter and widening along the south side of 200 North from Angel Street east to Mountain Vistas Road and completion of all remaining improvements, including sidewalk, on the north side of 200 North, east of Angel Street.

Bids for this project were opened on May 4, with Staker Parsons Companies submitting the low bid in an amount of \$2,442,259.14.

Recommendation:

Staff recommends that the 200 North and Angel Street Project be awarded to Staker Parsons Companies in the bid amount of \$2,442,259.14

Attachment 1: Location Map

Attachment 2: Bid Tabulation

Kaysville City - 200 North Signal and Roadway Improvements

Bid Tabulation

May 5, 2017

				Engineer's Estimate		Staker Parson Companies		COP Construction		Granite Construction Company	
		Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
BID SCHEDULE											
Schedule A											
A-1	Mobilization	1	Lump	\$135,000.00	\$135,000.00	\$122,000.00	\$122,000.00	\$210,000.00	\$210,000.00	\$84,000.00	\$84,000.00
A-2	Traffic Control	1	Lump	\$37,000.00	\$37,000.00	\$126,000.00	\$126,000.00	\$65,000.00	\$65,000.00	\$71,300.00	\$71,300.00
A-3	Clear and Grub	1	Lump	\$20,000.00	\$20,000.00	\$10,000.00	\$10,000.00	\$53,000.00	\$53,000.00	\$68,000.90	\$68,000.90
A-4	Relocate Mailbox	9	Each	\$350.00	\$3,150.00	\$120.00	\$1,080.00	\$260.00	\$2,340.00	\$500.00	\$4,500.00
A-5	Relocate Sign	3	Each	\$300.00	\$900.00	\$75.00	\$225.00	\$91.00	\$273.00	\$350.00	\$1,050.00
A-6	Relocate Gate	4	Each	\$600.00	\$2,400.00	\$160.00	\$640.00	\$160.00	\$640.00	\$630.00	\$2,520.00
A-7	Remove Steel Entry Gate	1	Each	\$250.00	\$250.00	\$81.00	\$81.00	\$80.00	\$80.00	\$400.00	\$400.00
A-8	Reconstruct Manhole	26	Each	\$650.00	\$16,900.00	\$700.00	\$18,200.00	\$490.00	\$12,740.00	\$840.00	\$21,840.00
A-9	Reconstruct Valve Box	17	Each	\$450.00	\$7,650.00	\$480.00	\$8,160.00	\$240.00	\$4,080.00	\$630.00	\$10,710.00
A-10	Reconstruct Survey Monument	3	Each	\$500.00	\$1,500.00	\$700.00	\$2,100.00	\$240.00	\$720.00	\$1,100.00	\$3,300.00
A-11	Remove and Salvage Sign	7	Each	\$75.00	\$525.00	\$75.00	\$525.00	\$210.00	\$1,470.00	\$130.00	\$910.00
A-12	Remove Curb and Gutter	10	Feet	\$10.00	\$100.00	\$40.00	\$400.00	\$7.50	\$75.00	\$10.00	\$100.00
A-13	Remove Concrete Storm Drain / Irrigation Structure	8	Each	\$200.00	\$1,600.00	\$1,100.00	\$8,800.00	\$580.00	\$4,640.00	\$1,700.00	\$13,600.00
A-14	Remove Sidewalk and Flatwork	702	Sq Ft	\$1.50	\$1,053.00	\$1.60	\$1,123.20	\$6.00	\$4,212.00	\$0.50	\$351.00
A-15	Remove Structure	1,263	Sq Ft	\$10.00	\$12,630.00	\$2.60	\$3,283.80	\$7.90	\$9,977.70	\$1.00	\$1,263.00
A-16	Remove Fire Hydrant	7	Each	\$750.00	\$5,250.00	\$950.00	\$6,650.00	\$1,200.00	\$8,400.00	\$1,000.00	\$7,000.00
A-17	Remove Tree	184	Each	\$200.00	\$36,800.00	\$215.00	\$39,560.00	\$300.00	\$55,200.00	\$350.00	\$64,400.00
A-18	Remove Fence	1,956	Feet	\$3.50	\$6,846.00	\$0.80	\$1,564.80	\$1.00	\$1,956.00	\$2.00	\$3,912.00
A-19	Remove Asphalt Pavement	46,775	Sq Ft	\$1.00	\$46,775.00	\$0.33	\$15,435.75	\$1.30	\$60,807.50	\$0.40	\$18,710.00
A-20	Remove Storm Drain / Irrigation Pipe	964	Feet	\$10.00	\$9,640.00	\$10.70	\$10,314.80	\$19.00	\$18,316.00	\$19.00	\$18,316.00
A-21	Erosion Control	1	Lump	\$25,000.00	\$25,000.00	\$22,000.00	\$22,000.00	\$40,000.00	\$40,000.00	\$24,000.00	\$24,000.00
A-22	Clean Storm Drain Line	1	Lump	\$3,000.00	\$3,000.00	\$12,500.00	\$12,500.00	\$11,000.00	\$11,000.00	\$7,100.00	\$7,100.00
A-23	12 Inch Reinforced Concrete Pipe	32	Feet	\$35.00	\$1,120.00	\$88.60	\$2,835.20	\$190.00	\$6,080.00	\$130.00	\$4,160.00
A-24	15 Inch Reinforced Concrete Pipe	381	Feet	\$50.00	\$19,050.00	\$89.80	\$34,213.80	\$170.00	\$64,770.00	\$80.00	\$30,480.00
A-25	18 Inch Reinforced Concrete Pipe	512	Feet	\$75.00	\$38,400.00	\$80.00	\$40,960.00	\$83.00	\$42,496.00	\$90.00	\$46,080.00
A-26	24 Inch Reinforced Concrete Pipe	2,404	Feet	\$90.00	\$216,360.00	\$123.00	\$295,692.00	\$130.00	\$312,520.00	\$150.00	\$360,600.00
A-27	Storm Drain Diversion Box	1	Each	\$6,000.00	\$6,000.00	\$6,600.00	\$6,600.00	\$7,400.00	\$7,400.00	\$7,500.00	\$7,500.00
A-28	Catch Basin, Single Grate	3	Each	\$2,500.00	\$7,500.00	\$2,700.00	\$8,100.00	\$2,600.00	\$7,800.00	\$2,100.00	\$6,300.00
A-29	Combination Catch Basin and Cleanout Box	12	Each	\$5,000.00	\$60,000.00	\$6,300.00	\$75,600.00	\$4,200.00	\$50,400.00	\$6,200.00	\$74,400.00
A-30	Storm Drain Manhole	3	Each	\$4,500.00	\$13,500.00	\$4,900.00	\$14,700.00	\$3,300.00	\$9,900.00	\$3,200.00	\$9,600.00
A-31	Irrigation Diversion Box	7	Each	\$3,000.00	\$21,000.00	\$4,700.00	\$32,900.00	\$2,900.00	\$20,300.00	\$3,700.00	\$25,900.00
A-32	3/4 Inch Water Service Connection	7	Each	\$1,500.00	\$10,500.00	\$1,555.00	\$10,885.00	\$3,000.00	\$21,000.00	\$1,500.00	\$10,500.00
A-33	1-1/2 Inch Irrigation Service Connection	6	Each	\$1,500.00	\$9,000.00	\$2,450.00	\$14,700.00	\$3,700.00	\$22,200.00	\$1,900.00	\$11,400.00
A-34	Fire Hydrant with Lateral and Connection	8	Each	\$4,500.00	\$36,000.00	\$5,400.00	\$43,200.00	\$7,200.00	\$57,600.00	\$5,400.00	\$43,200.00
A-35	Loop Waterline	9	Each	\$1,500.00	\$13,500.00	\$4,200.00	\$37,800.00	\$6,000.00	\$54,000.00	\$4,900.00	\$44,100.00
A-36	Roadway Milling - 2 Inch (Plan Quantity)	113,383	Sq Ft	\$1.00	\$113,383.00	\$0.25	\$28,345.75	\$0.25	\$28,345.75	\$0.20	\$22,676.60
A-37	Roadway Excavation (Plan Quantity)	7,430	Cu Yd	\$9.00	\$66,870.00	\$12.88	\$95,698.40	\$11.00	\$81,730.00	\$9.00	\$66,870.00
A-38	Roadway Embankment (Plan Quantity)	3,100	Cu Yd	\$22.00	\$68,200.00	\$7.56	\$23,436.00	\$5.80	\$17,980.00	\$27.00	\$83,700.00

Kaysville City - 200 North Signal and Roadway Improvements

Bid Tabulation

May 5, 2017

				Engineer's Estimate		Staker Parson Companies		COP Construction		Granite Construction Company	
		Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
A-39	Granular Borrow (Plan Quantity)	4,627	Cu Yd	\$22.00	\$101,794.00	\$31.70	\$146,675.90	\$31.00	\$143,437.00	\$39.00	\$180,453.00
A-40	Untreated Base Course (Plan Quantity)	4,206	Cu Yd	\$26.00	\$109,356.00	\$33.40	\$140,480.40	\$43.00	\$180,858.00	\$43.00	\$180,858.00
A-41	Hot Mix Asphalt 3/4 Inch, PG 58-28	5,600	Ton	\$79.00	\$442,400.00	\$56.22	\$314,832.00	\$60.00	\$336,000.00	\$65.00	\$364,000.00
A-42	Mirafi RS380i Geosynthetic (Plan Quantity)	140,268	Sq Ft	\$0.56	\$78,550.08	\$0.39	\$54,704.52	\$0.60	\$84,160.80	\$0.40	\$56,107.20
A-43	Curb and Gutter Type A	4,264	Feet	\$14.00	\$59,696.00	\$18.00	\$76,752.00	\$19.00	\$81,016.00	\$16.00	\$68,224.00
A-44	6 Inch Mow Curb	210	Feet	\$6.00	\$1,260.00	\$11.00	\$2,310.00	\$33.00	\$6,930.00	\$8.00	\$1,680.00
A-45	Concrete Sidewalk	2,035	Sq Ft	\$3.45	\$7,020.75	\$5.00	\$10,175.00	\$7.50	\$15,262.50	\$4.20	\$8,547.00
A-46	Concrete Flared Driveway Approach 6 Inch Thick	16	Each	\$1,500.00	\$24,000.00	\$2,250.00	\$36,000.00	\$1,800.00	\$28,800.00	\$1,300.00	\$20,800.00
A-47	Concrete Dip Driveway Approach 8 Inch Thick	2	Each	\$3,500.00	\$7,000.00	\$2,450.00	\$4,900.00	\$4,200.00	\$8,400.00	\$1,500.00	\$3,000.00
A-48	Traffic Signal	1	Lump	\$62,550.00	\$62,550.00	\$70,000.00	\$70,000.00	\$69,000.00	\$69,000.00	\$66,000.00	\$66,000.00
A-49	Bore 6 Inch and 2 Inch Conduit	1,007	Feet	\$20.00	\$20,140.00	\$33.00	\$33,231.00	\$33.00	\$33,231.00	\$32.00	\$32,224.00
A-50	Pedestrian Access Ramp	6	Each	\$1,400.00	\$8,400.00	\$1,000.00	\$6,000.00	\$2,600.00	\$15,600.00	\$950.00	\$5,700.00
A-51	Pavement Marking Paint	20,172	Feet	\$0.25	\$5,043.00	\$0.11	\$2,218.92	\$0.20	\$4,034.40	\$0.40	\$8,068.80
A-52	Pavement Message	84	Each	\$25.00	\$2,100.00	\$23.83	\$1,932.00	\$27.00	\$2,268.00	\$35.00	\$2,940.00
A-53	Landscape Restoration	13	Parcel	\$750.00	\$9,750.00	\$3,250.00	\$42,250.00	\$8,000.00	\$104,000.00	\$3,100.00	\$40,300.00
A-54	5 Inch Topsoil	41,993	Sq Ft	\$0.40	\$16,797.20	\$0.48	\$20,156.64	\$0.75	\$31,494.75	\$0.50	\$20,996.50
A-55	6 Foot Chain Link Fence	999	Feet	\$40.00	\$39,960.00	\$11.80	\$11,788.20	\$12.00	\$11,988.00	\$12.00	\$11,988.00
A-56	Vinyl Fence	139	Feet	\$30.00	\$4,170.00	\$14.00	\$1,946.00	\$14.00	\$1,946.00	\$15.00	\$2,085.00
A-57	Right-of-Way Fence Type A	605	Feet	\$50.00	\$30,250.00	\$3.50	\$2,117.50	\$3.50	\$2,117.50	\$4.00	\$2,420.00
A-58	Sign Panel	4	Each	\$50.00	\$200.00	\$100.00	\$400.00	\$120.00	\$480.00	\$120.00	\$480.00
A-59	2 Inch Square Sign Post	4	Each	\$100.00	\$400.00	\$57.00	\$228.00	\$69.00	\$276.00	\$100.00	\$400.00
A-60	2-1/2 Inch Square Sign Anchor	4	Each	\$195.00	\$780.00	\$59.00	\$236.00	\$71.00	\$284.00	\$200.00	\$800.00
A-61	Survey Monument	7	Each	\$500.00	\$3,500.00	\$750.00	\$5,250.00	\$370.00	\$2,590.00	\$1,100.00	\$7,700.00
Schedule A Subtotal		26,666	Each	\$650.00	\$2,109,469.03		\$2,160,893.58		\$2,533,622.90		\$2,360,521.00
Schedule B											
B-1	8 Inch Water Service Main	72	Feet	\$32.00	\$2,304.00	\$80.00	\$5,760.00	\$100.00	\$7,200.00	\$160.00	\$11,520.00
B-2	1-1/2 Inch Irrigation Service Connection	11	Each	\$1,500.00	\$16,500.00	\$2,375.00	\$26,125.00	\$3,700.00	\$40,700.00	\$1,900.00	\$20,900.00
B-3	3/4 Inch Water Service Connection	8	Each	\$1,500.00	\$12,000.00	\$1,600.00	\$12,800.00	\$3,000.00	\$24,000.00	\$1,500.00	\$12,000.00
B-4	Fire Hydrant with Lateral and Connection	2	Each	\$4,500.00	\$9,000.00	\$5,530.00	\$11,060.00	\$7,200.00	\$14,400.00	\$5,400.00	\$10,800.00
B-5	4 Inch Sanitary Sewer Lateral Connection	8	Each	\$1,900.00	\$15,200.00	\$1,430.00	\$11,440.00	\$880.00	\$7,040.00	\$4,600.00	\$36,800.00
B-6	8 Inch Sanitary Sewer Main	116	Feet	\$50.00	\$5,800.00	\$74.00	\$8,584.00	\$80.00	\$9,280.00	\$74.00	\$8,584.00
B-7	Sanitary Sewer Manhole	3	Each	\$4,500.00	\$13,500.00	\$3,400.00	\$10,200.00	\$3,600.00	\$10,800.00	\$3,800.00	\$11,400.00
B-8	8 Inch Irrigation Main	42	Feet	\$32.00	\$1,344.00	\$100.00	\$4,200.00	\$140.00	\$5,880.00	\$160.00	\$6,720.00
B-9	Storm Drain Manhole	2	Each	\$4,500.00	\$9,000.00	\$2,900.00	\$5,800.00	\$3,300.00	\$6,600.00	\$3,200.00	\$6,400.00
B-10	Catch Basin, Single Grate	3	Each	\$2,500.00	\$7,500.00	\$3,333.00	\$9,999.00	\$2,600.00	\$7,800.00	\$2,100.00	\$6,300.00
B-11	Combination Catch Basin and Cleanout Box	2	Each	\$5,000.00	\$10,000.00	\$5,580.00	\$11,160.00	\$4,200.00	\$8,400.00	\$6,200.00	\$12,400.00
B-12	Cleanout Box Type B	1	Each	\$3,000.00	\$3,000.00	\$2,800.00	\$2,800.00	\$2,600.00	\$2,600.00	\$3,300.00	\$3,300.00
B-13	12 Inch Corrugated HDPE Storm Drain Stub	40	Feet	\$35.00	\$1,400.00	\$98.00	\$3,920.00	\$120.00	\$4,800.00	\$90.00	\$3,600.00
B-14	15 Inch Reinforced Concrete Pipe	516	Feet	\$50.00	\$25,800.00	\$97.00	\$50,052.00	\$110.00	\$56,760.00	\$48.00	\$24,768.00
B-15	Hot Mix Asphalt 3/4 Inch, PG 58-28	123	Ton	\$79.00	\$9,717.00	\$56.22	\$6,915.06	\$60.00	\$7,380.00	\$80.00	\$9,840.00

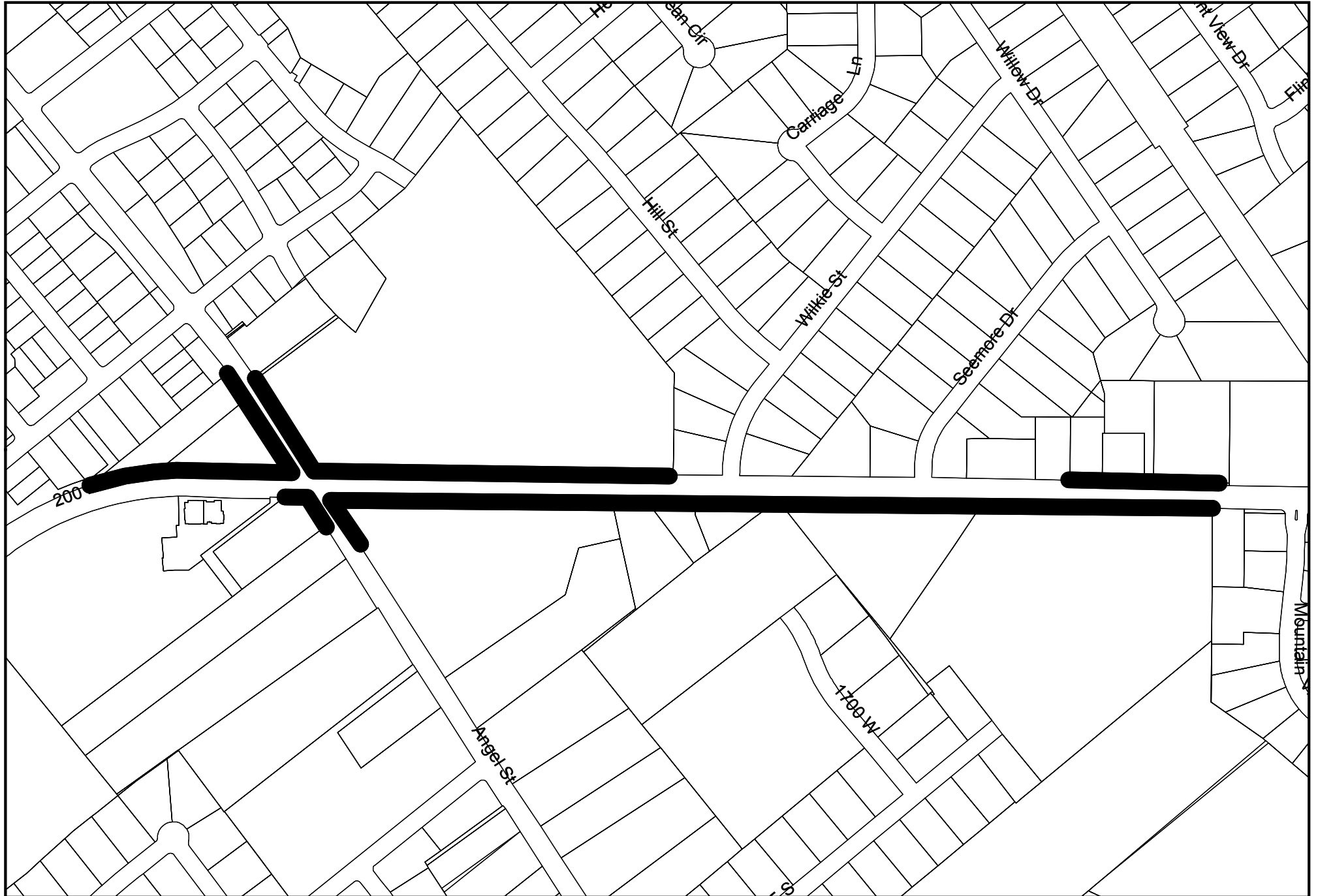
Kaysville City - 200 North Signal and Roadway Improvements

Bid Tabulation

May 5, 2017

				Engineer's Estimate		Staker Parson Companies		COP Construction		Granite Construction Company	
				Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
B-16	Untreated Base Course (Plan Quantity)	123	Cu Yd	\$26.00	\$3,198.00	\$34.00	\$4,182.00	\$42.00	\$5,166.00	\$57.00	\$7,011.00
B-17	Granular Borrow (Plan Quantity)	135	Cu Yd	\$22.00	\$2,970.00	\$32.00	\$4,320.00	\$31.00	\$4,185.00	\$38.00	\$5,130.00
B-18	Curb and Gutter Type A	373	Feet	\$14.00	\$5,222.00	\$19.00	\$7,087.00	\$30.00	\$11,190.00	\$15.00	\$5,595.00
B-19	Concrete Flared Driveway Approach 6 Inch Thick	2	Each	\$300.00	\$600.00	\$2,250.00	\$4,500.00	\$2,000.00	\$4,000.00	\$1,300.00	\$2,600.00
B-20	Concrete Sidewalk	7,633	Sq Ft	\$3.45	\$26,333.85	\$5.00	\$38,165.00	\$7.50	\$57,247.50	\$4.00	\$30,532.00
B-21	Pedestrian Access Ramp	2	Each	\$1,400.00	\$2,800.00	\$1,000.00	\$2,000.00	\$2,600.00	\$5,200.00	\$900.00	\$1,800.00
Schedule B Subtotal		26	Each	\$650.00	\$183,188.85		\$241,069.06		\$300,628.50		\$238,000.00
Schedule C											
C-1	Concrete Sidewalk	4,285	Sq Ft	\$3.45	\$14,783.25	\$5.30	\$22,710.50	\$7.50	\$32,137.50	\$4.00	\$17,140.00
C-2	8 Inch Water Service Connection	2	Each	\$2,500.00	\$5,000.00	\$4,888.00	\$9,776.00	\$4,700.00	\$9,400.00	\$4,300.00	\$8,600.00
C-3	1-1/2 Inch Irrigation Service Connection	2	Each	\$1,500.00	\$3,000.00	\$2,290.00	\$4,580.00	\$3,700.00	\$7,400.00	\$1,900.00	\$3,800.00
C-4	8 Inch Sanitary Sewer Lateral Connection	1	Each	\$3,000.00	\$3,000.00	\$850.00	\$850.00	\$2,100.00	\$2,100.00	\$6,900.00	\$6,900.00
C-5	15 Inch Reinforced Concrete Pipe	20	Feet	\$50.00	\$1,000.00	\$119.00	\$2,380.00	\$130.00	\$2,600.00	\$160.00	\$3,200.00
Schedule C Subtotal		26	Each	\$650.00	\$26,783.25		\$40,296.50		\$53,637.50		\$39,640.00
Total Bid - All Schedules					\$2,319,441.13	\$2,442,259.14		\$2,887,888.90		\$2,638,161.00	

200 North and Angel Street Project





City Council Staff Report

Discussion on Sale of City Property Located at Approximately 400 East Oak Lane May 18, 2017

Description:

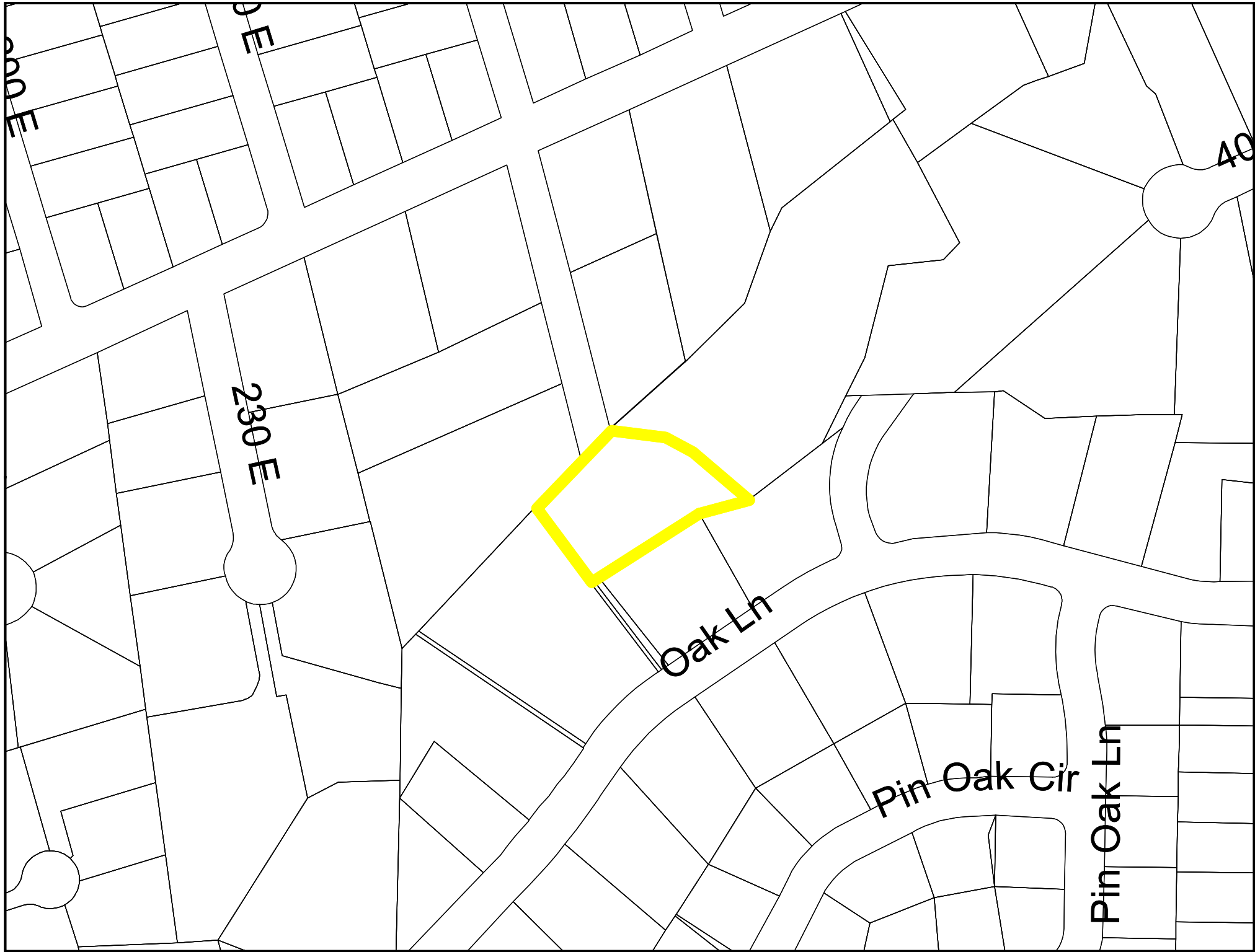
In 2011, Kaysville City acquired from Kaysville Irrigation Company, the old reservoir between Oak Lane and Crestwood Road at about 400 East, with the intent to use the reservoir as a detention basin for storm water. The parcel also includes property below the dam that is of little use to the City.

Staff has recently received an offer to buy a portion of this property. State statute only regulates disposal of "a significant parcel of real property" and allows the City to define what constitutes a "significant parcel" (10-8-2(4)). Kaysville City has defined a "significant parcel" as "larger than five (5) contiguous acres" (2-2-7), this approximate .35 acres of ground being requested for purchase therefore does not require any formal process to sell, however staff would like direction from the Council as to how to proceed.

Staff suggests that if the Council is willing to sell the property that they determine what if any public notification process should be used and then allow staff to negotiate the details including the price and the exact boundaries and bring back a sales agreement for Council's review and approval.

Attachment 1: Location Map

Attachment 2: State Code 10-8-2(4) and City Ordinance 2-2-7



Utah State Code 10-8-2(4)

- 4) (a) Before a municipality may dispose of a significant parcel of real property, the municipality shall:
 - (i) provide reasonable notice of the proposed disposition at least 14 days before the opportunity for public comment under Subsection (4)(a)(ii); and
 - (ii) allow an opportunity for public comment on the proposed disposition.
- (b) Each municipality shall, by ordinance, define what constitutes:
 - (i) a significant parcel of real property for purposes of Subsection (4)(a); and
 - (ii) reasonable notice for purposes of Subsection (4)(a)(i).

Kaysville City Ordinance 2-2-7

2-2-7 Disposition of a Significant Parcel of Real Property. (1) Before the City Council disposes of a significant parcel of real property, the Council shall:

- (a) provide reasonable notice of the proposed disposition at least 14 days before the opportunity for public comment thereon; and
- (b) allow opportunity for public comment on the proposed disposition.

4

(2) Land larger than five (5) contiguous acres, which was acquired without the intent to further convey it, constitutes a significant parcel of real property for purposes of this Section 2-2-7. Land acquired with the intent to further convey it, such as land in excess of the portion needed for City uses or land acquired for economic development or redevelopment purposes, is not a significant parcel of real property.

(3) A meeting of the City Council constitutes the opportunity for public comment for purposes of this Section 2-2-7.

(4) Posting notice in at least three (3) public places within the City and publishing notice in a newspaper of general circulation in the City constitutes reasonable notice for purposes of this Section 2-2-7.

Kaysville City, Utah

May 18, 2017

The City Council (the “Council”) of Kaysville City, Utah, met in regular public session at the regular meeting place of the Council in Kaysville, Utah, on Thursday, May 18, 2017, at the hour of 7:00 p.m., with the following members of the Council being present:

Steve Hiatt	Mayor
Dave Adams	Councilmember
Jake Garn	Councilmember
Susan Lee	Councilmember
Larry Page	Councilmember
Chris Snell	Councilmember

Also present:

Maria Devereux	City Recorder
----------------	---------------

After the meeting had been duly called to order and after other matters not pertinent to this resolution had been discussed, the City Recorder presented to the Council a Certificate of Compliance with Open Meeting Law with respect to this May 18, 2017, meeting, a copy of which is attached hereto as Exhibit A.

The following resolution was then introduced in written form, was fully discussed, and pursuant to motion duly made by Councilmember _____ and seconded by Councilmember _____, was adopted by the following vote:

AYE:

NAY:

The resolution is as follows:

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF KAYSVILLE CITY, UTAH (THE “ISSUER”), AUTHORIZING THE ISSUANCE AND SALE OF NOT MORE THAN \$1,375,000 AGGREGATE PRINCIPAL AMOUNT OF SALES TAX REVENUE BONDS, SERIES 2017; FIXING THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF THE BONDS, THE MAXIMUM NUMBER OF YEARS OVER WHICH THE BONDS MAY MATURE, THE MAXIMUM INTEREST RATE WHICH THE BONDS MAY BEAR, AND THE MAXIMUM DISCOUNT FROM PAR AT WHICH THE BONDS MAY BE SOLD; DELEGATING TO CERTAIN OFFICERS OF THE ISSUER THE AUTHORITY TO APPROVE THE FINAL TERMS AND PROVISIONS OF THE BONDS WITHIN THE PARAMETERS SET FORTH HEREIN; PROVIDING FOR THE PUBLICATION OF A NOTICE OF PUBLIC HEARING AND BONDS TO BE ISSUED; PROVIDING FOR THE RUNNING OF A CONTEST PERIOD AND SETTING OF A PUBLIC HEARING DATE; AUTHORIZING AND APPROVING THE EXECUTION OF AN INDENTURE, A BOND PURCHASE AGREEMENT, AND OTHER DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION; AND RELATED MATTERS.

WHEREAS, the City Council (the “Council”) of the Issuer desires to (a) finance all or a portion of the costs of improvements to Pioneer Park and all other related improvements (the “Series 2017 Project”), (b) fund any necessary debt service reserve funds, and (c) pay costs of issuance with respect to the Series 2017 Bonds herein described; and

WHEREAS, to accomplish the purposes set forth in the preceding recital, and subject to the limitations set forth herein, the Issuer desires to issue its Sales Tax Revenue Bonds, Series 2017 (the “Series 2017 Bonds”) (to be issued from time to time as one or more series and with such other series or title designation(s) as may be determined by the Issuer), pursuant to (a) the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended (the “Act”), (b) this Resolution, and (c) a General Indenture of Trust (the “General Indenture”), and a Supplemental Indenture (the “Supplemental Indenture” and together with the General Indenture, the “Indenture”), with such Indenture in substantially the form presented to the meeting at which this Resolution was adopted and which is attached hereto as Exhibit B; and

WHEREAS, the Act provides that prior to issuing bonds, an issuing entity must (a) give notice of its intent to issue such bonds and (b) hold a public hearing to receive input from the public with respect to (i) the issuance of the bonds and (ii) the potential economic impact that the improvement, facility or property for which the bonds pay all or part of the cost will have on the private sector; and

WHEREAS, the Issuer desires to call a public hearing for this purpose and to publish a notice of such hearing with respect to the Series 2017 Bonds, including a notice of bonds to be issued, in compliance with the Act; and

WHEREAS, there has been presented to the Council at this meeting a form of a bond purchase agreement (the “Bond Purchase Agreement”), in substantially the form attached hereto as Exhibit C to be entered into between the Issuer and the purchaser (the “Purchaser”) selected by the Issuer for any portion of the Series 2017 Bonds; and

WHEREAS, in order to allow the Issuer flexibility in setting the pricing date of the Series 2017 Bonds to optimize debt service costs to the Issuer, the Council desires to grant to any one of the [Mayor or Mayor pro tem (collectively, the “Mayor”), or the City Finance Director] (collectively, the “Designated Officers”), the authority to (a) determine whether all or a portion of the Series 2017 Bonds; (b) approve the principal amounts, interest rates, terms, maturities, redemption features, and purchase price at which the Series 2017 Bonds shall be sold; and (c) make any changes with respect thereto from those terms which were before the Council at the time of adoption of this Resolution, provided such terms do not exceed the parameters set forth for such terms in this Resolution (the “Parameters”);

NOW, THEREFORE, it is hereby resolved by the City Council of Kaysville City, Utah, as follows:

Section 1. For the purpose of (a) financing the Series 2017 Project, (b) funding a deposit to a debt service reserve fund, if necessary, and (c) paying costs of issuance of the Series 2017 Bonds, the Issuer hereby authorizes the issuance of the Series 2017 Bonds which shall be designated “Kaysville City, Utah Sales Tax Revenue Bonds, Series 2017” (to be issued from time to time as one or more series and with such other series or title designation(s) as may be determined by the Issuer) in the aggregate principal amount of not to exceed \$1,375,000. The Series 2017 Bonds shall mature in not more than ten (10) years from their date or dates, shall be sold at a price not less than ninety-eight percent (98%) of the total principal amount thereof, shall bear interest at a rate or rates of not to exceed four percent (4.00%) per annum, as shall be approved by the Designated Officers, all within the Parameters set forth herein.

Section 2. The Designated Officers are hereby authorized to specify and agree as to the method of sale, the final principal amounts, terms, discounts, maturities, interest rates, redemption features, and purchase price with respect to the Series 2017 Bonds for and on behalf of the Issuer, provided that such terms are within the Parameters set by this Resolution. The determination of the final terms and redemption provisions for the Series 2017 Bonds by the Designated Officers shall be evidenced by the execution of the Bond Purchase Agreement in substantially the form attached hereto as Exhibit C. The form of the Bond Purchase Agreement is hereby authorized, approved and confirmed

Section 3. The Indenture and the Bond Purchase Agreement in substantially the forms presented to this meeting and attached hereto as Exhibits B and C, respectively, are hereby authorized, approved, and confirmed. The Mayor and City Recorder are hereby authorized to execute and deliver the Indenture and the Designated Officers are hereby authorized to execute and deliver the Bond Purchase Agreement in substantially the forms

and with substantially the content as the forms presented at this meeting for and on behalf of the Issuer, with final terms as may be established by the Designated Officers within the Parameters set forth herein, and with such alterations, changes or additions as may be necessary or as may be authorized by Section 5 hereof. The Designated Officers are hereby authorized to select the Purchaser.

Section 4. The Designated Officers or other appropriate officials of the Issuer are authorized to make any alterations, changes or additions to the Indenture, the Series 2017 Bonds, the Bond Purchase Agreement, or any other document herein authorized and approved which may be necessary to conform the same to the final terms of the Series 2017 Bonds (within the Parameters set by this Resolution), to conform to any applicable bond insurance or reserve instrument or to remove the same, to correct errors or omissions therein, to complete the same, to remove ambiguities therefrom, or to conform the same to other provisions of said instruments, to the provisions of this Resolution or any resolution adopted by the Council or the provisions of the laws of the State of Utah or the United States.

Section 5. The form, terms, and provisions of the Series 2017 Bonds and the provisions for the signatures, authentication, payment, registration, transfer, exchange, redemption, and number shall be as set forth in the Indenture. The Mayor and the City Recorder are hereby authorized and directed to execute and seal the Series 2017 Bonds and to deliver said Series 2017 Bonds to the Trustee for authentication. The signatures of the Mayor and the City Recorder may be by facsimile or manual execution.

Section 6. The Designated Officers or other appropriate officials of the Issuer are hereby authorized and directed to execute and deliver to the Trustee the written order of the Issuer for authentication and delivery of the Series 2017 Bonds in accordance with the provisions of the Indenture.

Section 7. Upon their issuance, the Series 2017 Bonds will constitute special limited obligations of the Issuer payable solely from and to the extent of the sources set forth in the Series 2017 Bonds and the Indenture. No provision of this Resolution, the Indenture, the Series 2017 Bonds, or any other instrument, shall be construed as creating a general obligation of the Issuer, or of creating a general obligation of the State of Utah or any political subdivision thereof, or as incurring or creating a charge upon the general credit of the Issuer or its taxing powers.

Section 8. The Designated Officers and other appropriate officials of the Issuer, and each of them, are hereby authorized and directed to execute and deliver for and on behalf of the Issuer any or all additional certificates, documents and other papers (including, without limitation, any escrow agreement permitted under the Indenture and tax compliance procedures) and to perform all other acts they may deem necessary or appropriate in order to implement and carry out the matters authorized in this Resolution and the documents authorized and approved herein.

Section 9. After the Series 2017 Bonds are delivered by the Trustee to the Purchaser and upon receipt of payment therefor, this Resolution shall be and remain irrevocable until the principal of, premium, if any, and interest on the Series 2017 Bonds

are deemed to have been duly discharged in accordance with the terms and provisions of the Indenture.

Section 10. The Issuer shall hold a public hearing on June 15, 2017 to receive input from the public with respect to (a) the issuance of the Series 2017 Bonds issued under the Act, and (b) the potential economic impact that the improvements to be financed with the proceeds of the Series 2017 Bonds issued under the Act will have on the private sector, which hearing date shall not be less than fourteen (14) days after notice of the public hearing is first published and such publication shall be made (i) once a week for two consecutive weeks in Davis County Clipper, a newspaper of general circulation in the Issuer, (ii) on the Utah Public Notice Website created under Section 63F-1-701, Utah Code Annotated 1953, as amended, and (iii) on the Utah Legal Notices website (www.utahlegals.com) created under Section 45-1-101, Utah Code Annotated 1953, as amended. The City Recorder shall cause a copy of this Resolution (together with all exhibits hereto) to be kept on file in the Kaysville City of offices, for public examination during the regular business hours of the Issuer until at least thirty (30) days from and after the last date of the newspaper publication thereof. The Issuer directs its officers and staff to publish a “Notice of Public Hearing and Bonds to be Issued” in substantially the following form:

NOTICE OF PUBLIC HEARING AND BONDS TO BE ISSUED

NOTICE IS HEREBY GIVEN pursuant to the provisions of the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended (the “Act”), that on May 18, 2017, the City Council (the “Council”) of Kaysville City, Utah (the “Issuer”), adopted a resolution (the “Resolution”) in which it authorized the issuance of the Issuer’s Sales Tax Revenue Bonds, Series 2017 (the “Series 2017 Bonds”) (to be issued in one or more series and with such other series or title designation(s) as may be determined by the Issuer), and called a public hearing to receive input from the public with respect to (a) the issuance of that portion of the Series 2017 Bonds issued under the Act and (b) any potential economic impact that the Project described herein to be financed with the proceeds of the Series 2017 Bonds issued under the Act may have on the private sector.

TIME, PLACE AND LOCATION OF PUBLIC HEARING

The Issuer shall hold a public hearing on June 15, 2017, at the hour of 7:00 p.m. at 23 East Center, Kaysville, Utah. The purpose of the hearing is to receive input from the public with respect to (a) the issuance of that portion of the Series 2017 Bonds issued under the Act and (b) any potential economic impact that the Project to be financed with the proceeds of that portion of the Series 2017 Bonds issued under the Act may have on the private sector. All members of the public are invited to attend and participate.

PURPOSE FOR ISSUING THE SERIES 2017 BONDS

The Series 2017 Bonds will be issued for the purpose of (a) financing all or a portion of the costs of improvements to Pioneer Park and all related improvements (the “Series 2017 Project”), (b) funding any debt service reserve funds, as necessary, and (c) paying costs of issuance of the Series 2017 Bonds.

PARAMETERS OF THE SERIES 2017 BONDS

The Issuer intends to issue the Series 2017 Bonds in the aggregate principal amount of not more than One Million Three Hundred Seventy-Five Thousand Dollars (\$1,375,000), to mature in not more than ten (10) years from their date or dates, to be sold at a price not less than ninety-eight percent (98%) of the total principal amount thereof, and bearing interest at a rate or rates not to exceed four percent (4.00%) per annum. The Series 2017 Bonds are to be issued and sold by the Issuer pursuant to the Resolution, including as part of said Resolution, a General and a Supplemental Indenture (together, the “Indenture”) which were before the Council in substantially final form at the time of the adoption of the Resolution and said Indenture is to be executed by the Issuer in such form and with such changes thereto as shall be approved by the Issuer; provided that the principal amount, interest rate or rates, maturity, and discount of the Series 2017 Bonds will not exceed the maximums set forth above. The Issuer reserves the right to not issue the Series 2017 Bonds for any reason and at any time up to the issuance of the Series 2017 Bonds.

SALES AND USE TAXES PROPOSED TO BE PLEDGED

The Issuer proposes to pledge all or any portion of the revenues produced by the local option sales excise taxes levied by the Issuer pursuant to Title 59, Chapter 12, Part 2, Utah Code Annotated 1953, as amended.

OUTSTANDING BONDS SECURED BY PLEDGED TAXES

The Issuer currently has no parity bonds outstanding secured by the Revenues.

OTHER OUTSTANDING BONDS OF THE ISSUER

Additional information regarding the Issuer's outstanding bonds may be found in the Issuer's financial report (the "Financial Report") at: <http://secure.utah.gov/auditor-search/>. For additional information, including any information more recent than as of the date of the Financial Report, please contact Dean Storey, Finance Director at (801) 546-1235.

TOTAL ESTIMATED COST OF BONDS

Based on the Issuer's current plan of finance and a current estimate of interest rates, the total principal and interest cost of the Series 2017 Bonds to be issued under the Act to finance the 2017 Project, if held until maturity, is \$1,495,000.

A copy of the Resolution and the Indenture are on file in the office of Kaysville City Recorder, 23 East Center Kaysville, Utah, where they may be examined during regular business hours of the City Recorder from 8:00 a.m. to 5:00 p.m. Monday through Friday, for a period of at least thirty (30) days from and after the date of publication of this notice.

NOTICE IS FURTHER GIVEN that a period of thirty (30) days from and after the date of the publication of this notice is provided by law during which (i) any person in interest shall have the right to contest the legality of the Resolution, the Indenture (as it pertains to the Series 2017 Bonds), or the Series 2017 Bonds, or any provision made for the security and payment of the Series 2017 Bonds, and that after such time, no one shall have any cause of action to contest the regularity, formality, or legality thereof for any cause whatsoever and (ii) registered voters within Kaysville City, Utah may sign a written petition requesting an election to authorize the issuance of the Series 2017 Bonds. If written petitions which have been signed by at least 20% of the registered voters of Kaysville City, Utah are filed with the Issuer during said 30-day period, the Issuer shall be required to hold an election to obtain voter authorization prior to the issuance of the Series 2017 Bonds. If fewer than 20% of the registered voters of Kaysville City, Utah file a written petition during said 30-day period, the Issuer may proceed to issue the Series 2017 Bonds without an election.

DATED this May 18, 2017.

/s/ Maria Devereux
City Recorder

Section 11. The Issuer hereby reserves the right to opt not to issue the Series 2017 Bonds for any reason, including without limitation, consideration of the opinions expressed at the public hearing.

Section 12. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, hereby repealed and this Resolution shall be in full force and effect immediately upon its approval and adoption.

Section 13. The Issuer hereby declares its intention and reasonable expectation to use proceeds of tax-exempt bonds to reimburse itself for initial expenditures for costs of the Series 2017 Project. The Series 2017 Bonds are to be issued, and the reimbursements made, by the later of 18-months after the payment of the costs or after the Project is placed in service, but in any event, no later than three years after the date the original expenditure was paid. The maximum principal amount of the Series 2017 Bonds which will be issued to finance the reimbursed costs of the Project is not expected to exceed \$1,375,000.

APPROVED AND ADOPTED this May 18, 2017.

(SEAL)

By: _____
Mayor

ATTEST:

By: _____
City Recorder

(Other business not pertinent to the foregoing appears in the minutes of the meeting.)

Upon the conclusion of all business on the Agenda, the meeting was adjourned.

(SEAL)

By: _____
Mayor

ATTEST:

By: _____
City Recorder

STATE OF UTAH)
 : ss.
COUNTY OF DAVIS)

I, Maria Devereux, the duly appointed and qualified City Recorder of Kaysville City, Utah (the “City”), do hereby certify according to the records of the City Council of the City (the “City Council”) in my official possession that the foregoing constitutes a true and correct excerpt of the minutes of the meeting of the City Council held on May 18, 2017, including a resolution (the “Resolution”) adopted at said meeting as said minutes and Resolution are officially of record in my possession.

I further certify that the Resolution, with all exhibits attached, was deposited in my office on May 18, 2017, and pursuant to the Resolution, there was published a Notice of Public Hearing and Bonds to be Issued no less than fourteen (14) days before the public hearing date: (a) once a week for two consecutive weeks in the Davis County Clipper, a newspaper having general circulation within the City, the affidavit of which publication will be attached upon availability, (b) on the Utah Public Notice Website created under Section 63F-1-701, Utah Code Annotated 1953, as amended and (c) on the Utah Legal Notices website (www.utahlegals.com) created under Section 45-1-101, Utah Code Annotated 1953, as amended.

IN WITNESS WHEREOF, I have hereunto subscribed my signature and impressed hereon the official seal of said City, this May 18, 2017.

(SEAL)

By: _____
City Recorder

EXHIBIT A

CERTIFICATE OF COMPLIANCE WITH
OPEN MEETING LAW

I, Maria Devereux, the undersigned City Recorder of Kaysville City, Utah (the “City”), do hereby certify, according to the records of the City in my official possession, and upon my own knowledge and belief, that in accordance with the requirements of Section 52-4-202, Utah Code Annotated, 1953, as amended, I gave not less than twenty-four (24) hours public notice of the agenda, date, time and place of the May 18, 2017, public meeting held by the City Council of the City (the “City Council”) as follows:

(a) By causing a Notice, in the form attached hereto as Schedule 1, to be posted at the principal offices of the City on May __, 2017, at least twenty-four (24) hours prior to the convening of the meeting, said Notice having continuously remained so posted and available for public inspection until the completion of the meeting;

(b) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be delivered to the Davis County Clipper on May __, 2017, at least twenty-four (24) hours prior to the convening of the meeting; and

(c) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be posted on the Utah Public Notice Website (<http://pmn.utah.gov>) at least twenty-four (24) hours prior to the convening of the meeting.

In addition, the Notice of 2017 Annual Meeting Schedule for the City Council (attached hereto as Schedule 2) was given specifying the date, time, and place of the regular meetings of the City Council to be held during the year, by causing said Notice to be (a) posted on _____, at the principal office of the City Council, (b) provided to at least one newspaper of general circulation within the City on _____, and (c) published on the Utah Public Notice Website (<http://pmn.utah.gov>) during the current calendar year.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature this May 18, 2017.

(SEAL)

By: _____
City Recorder

SCHEDULE 1

NOTICE OF MEETING

SCHEDULE 2

ANNUAL MEETING SCHEDULE

(attach Proof of Publication of
Notice of Public Hearing and Bonds to be Issued)

EXHIBIT B

FORM OF INDENTURE

(See Transcript Document Nos. ____ and ____)

EXHIBIT C

FORM OF BOND PURCHASE AGREEMENT

(See Transcript Document No. ____)

EXHIBIT D

FORM OF PRELIMINARY OFFICIAL STATEMENT

(See Transcript Document No. ____)



City Council Staff Report

Hill Farms Phase 2C Subdivision Acceptance of Improvements May 18, 2017

Applicant/Owner:
Location:

Destination Homes
Approx. 2000 West Phillips Street

Description:

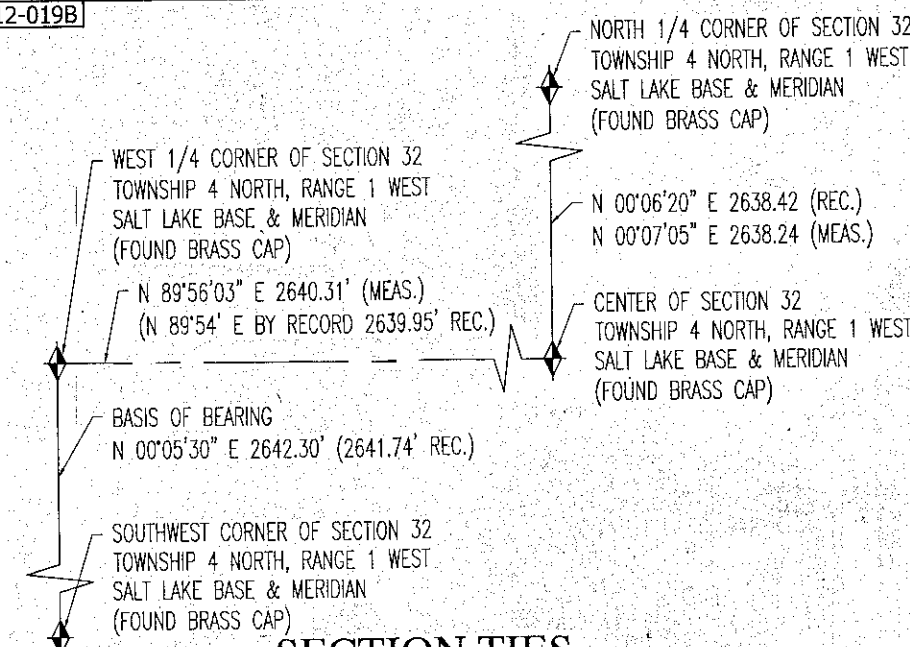
The developer of this project has completed the required improvements and has requested that they be accepted. City staff has inspected the improvements and found that they meet City standards.

Recommendation:

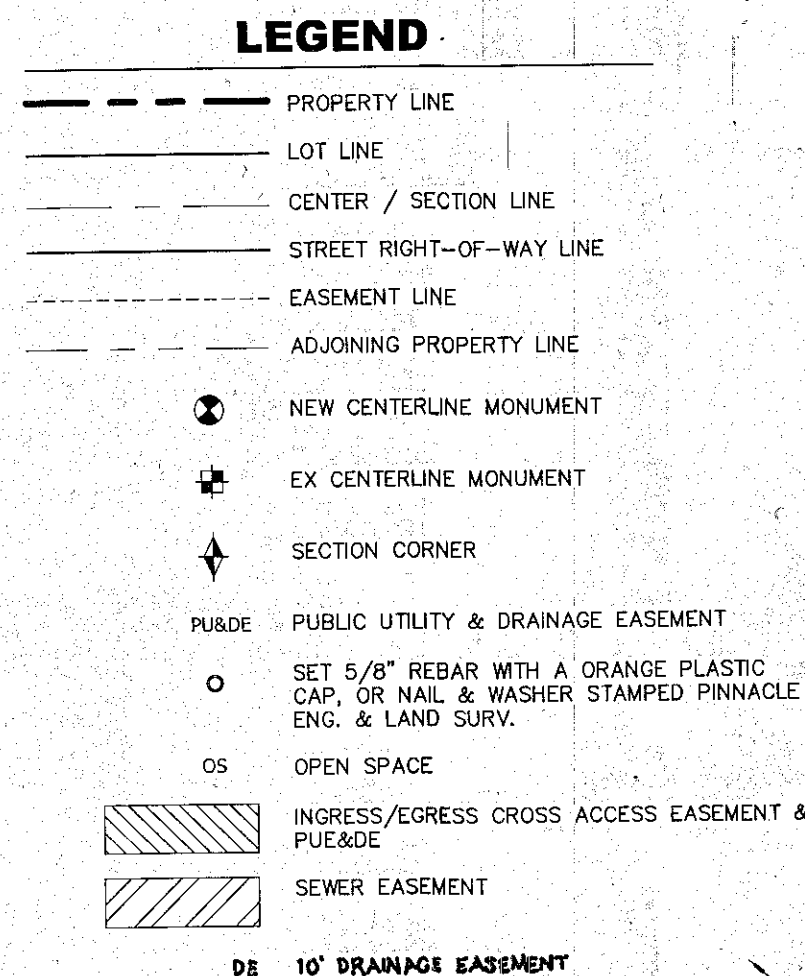
It is recommended that the improvements be accepted with the normal one year warranty period and 10% surety.

Attachments: Location Map
 Plat Map

12-0198



SECTION TIES



HILL FARMS PHASE 2C

A PLANNED RESIDENTIAL UNIT DEVELOPMENT (PRUD)
LOCATED IN THE NORTHWEST QUARTER OF SECTION 32
TOWNSHIP 4 NORTH, RANGE 1 WEST,
SALT LAKE BASE AND MERIDIAN.
KAYSVILLE CITY, DAVIS COUNTY, UTAH
(INCLUDES PART OF LOT 1 OF THE HILL ACRES SUBDIVISION)
SHEET 1 OF 2

SURVEY

I, STEPHEN J. FACKRELL DO HEREBY CERTIFY
CERTIFICATE NO. 191517 AS PRESCRIBED UNDER
AUTHORITY OF THE OWNERS, I HAVE MADE A
DESCRIPTED BELOW, AND HAVE SUBDIVIDED
BE KNOWN AS: HILL FARMS PHASE 2C AND THE
THE GROUND AS SHOWN ON THIS PLAT. I FULLY
AREA REQUIREMENTS OF THE APPLICABLE ZONING

4-28-
DATE

BOUN

PARCEL 1 - BEGINNING AT A POINT LOCATED
RE-ESTABLISHED IN THE FIELD, SAID POINT
LINE 898.19 FEET WEST 215.64 FEET FROM
NORTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN
THE SOUTHWEST CORNER AND THE WEST QUARTER
SOUTH 50°24'18" WEST TO AND ALONG HILL
SUBDIVISION THE FOLLOWING TEN (10) CALLS:
WEST 36.79 FEET; 3) SOUTH 50°24'18" WEST
50°24'18" WEST 150.00 FEET; 6) SOUTH 39°
SOUTHWESTERLY 146.34 FEET ALONG THE A
CENTRAL ANGLE OF 10°51'15" (CHORD BEAR
WEST 115.92 FEET TO A POINT OF CURVATURE
FOOT RADIUS CURVE TO THE LEFT THROUGH
58°42'04" WEST 92.75 FEET) TO A POINT OF
THE ARC OF A 15.00 FOOT RADIUS CURVE TO
BEARS NORTH 83°33'39" WEST 20.83 FEET
39°35'42" WEST ALONG SAID EASTERLY LINE
NORTH 51°49'47" EAST ALONG SAID SOUTH
NO. 3; THENCE SOUTH 40°16'30" EAST ALONG
CONTAINS: 150,125 SQ. FT. / 3.45 AC. - 8 LOTS

PARCEL 2 - ALSO, BEGINNING AT A POINT OF
AGREEMENT RECORDED AT ENTRY NO. 1322
00°07'05" WEST ALONG THE SECTION LINE
CORNER OF SECTION 32, TOWNSHIP 4 NORTH,
BEARING IS NORTH 00°05'30" EAST BETWEEN
SAID SECTION), AND RUNNING THENCE SOUTH
THE EAST LINE OF ANGEL STREET; THENCE
ANGEL STREET 329.13 FEET; THENCE NORTH
39.19 FEET; THENCE NORTH 51°49'00" EAST
NORTH 51°49'00" EAST 130.49 FEET; THENCE
EAST 115.50 FEET; THENCE SOUTH 38°11'00"
THENCE NORTH 51°53'02" EAST 55.01 FEET
40°00'44" WEST 62.96 FEET; THENCE NORTH
AGREEMENT; THENCE SOUTH 39°59'57" EAST
POINT OF BEGINNING.
CONTAINS: 172,550 SQ. FT. / 3.96 AC. - 11 LOTS
TOTAL: 322,675 SQ. FT. / 7.41 AC. - 19 LOTS

OW
KNOW ALL MEN BY THESE PRESENTS THAT
ABOVE DESCRIBED TRACT OF LAND, HAVING
OPEN SPACE PARCELS AS SHOWN ON THIS
DEDICATE, GRANT AND CONVEY FOR PERPETUITY
UTILITY AND DRAINAGE EASEMENTS AS SHOWN
TO THE HILL FARMS HOMEOWNERS ASSOCIATION
DESIGNATE SAID PARCELS AS COMMON USE
OF THE LOT OWNERS AND AS PUBLIC UTILITY
EASEMENTS AS SHOWN HEREON AS COMMON

IN WITNESS WHEREOF, I HAVE HERE
A.D. 2016
GOLDEN LAND MANAGEMENT, INC.
Karl F. Marriot

STATE OF UTAH
COUNTY OF DAVIS
ON THE 29 DAY OF APRIL
UNDER SIGNED NOTARY PUBLIC, IN AND FOR
SIGNER () OF THE ABOVE OWNER'S DEED
ME THAT KARL F. MARIOTT, SIGNER
PURPOSES THEREIN MENTIONED, AS
MANAGEMENT, INC.
MY COMMISSION EXPIRES: 3-28-2017

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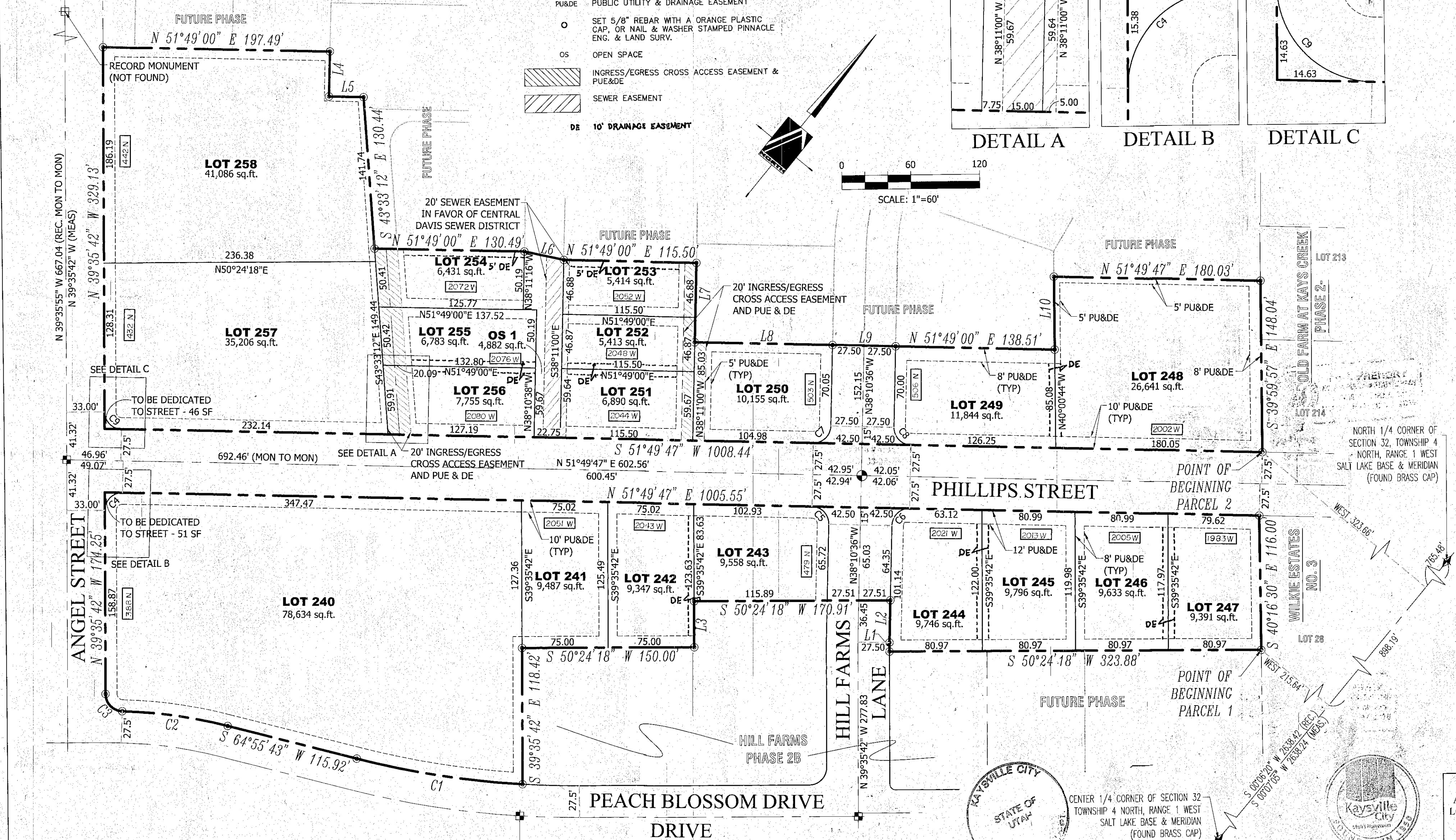
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PINNACLE
Engineering & Land Surveying, Inc.
2720 North 350 West, Suite #108
Layton, UT 84041
Phone: (801) 773-1910
Fax: (801) 773-1925

CITY ATTORNEY'S APPROVAL

APPROVED THIS 22ND DAY OF JULY, 2016
BY THE KAYSVILLE CITY ATTORNEY.

John King
KAYSVILLE CITY ATTORNEY

PLANNING COMMISSION APPROVAL

APPROVED THIS 10TH DAY OF SEPTEMBER, 2015
BY THE KAYSVILLE CITY PLANNING COMMISSION.

[Signature]
KAYSVILLE CITY PLANNING COMMISSION

CITY ENGINEER'S APPROVAL

APPROVED THIS 10TH DAY OF SEPTEMBER, 2016
BY THE KAYSVILLE CITY ENGINEER.

[Signature]
KAYSVILLE CITY ENGINEER

CITY COUNCIL APPROVAL

APPROVED THIS 6TH DAY OF OCTOBER, 2016
BY THE KAYSVILLE CITY COUNCIL.

[Signature]
KAYSVILLE CITY RECORDER
[Signature]
KAYSVILLE CITY COUNCIL



City Council Staff Report

Appeal Board Changes May 18, 2017

Description:

Currently, Title 2, Chapter 7 of the Kaysville City Code establishes the City Council as the official Appeal Body for all employee “discharges, suspensions for more than two days without pay or involuntary transfers to positions with less remuneration”. At times it has been questioned whether the city council can serve effectively and impartially in the role of Appeal Board. An informal poll of other cities showed that the city council does not often serve in this capacity.

Recommendation:

In reviewing the attached possible ordinance change, a recommendation of following the Layton City model is recommended. This includes the appointment of 3 fellow employees and 2 members of the council to serve on the appeal board. It is further recommended that the appeal board is not established with specific members but is chosen each time an appeal is made in order to include individuals that are fair, impartial, and that may not have a close relationship with the appealing party. Kaysville City Council should review this ordinance and make suggestions for potential changes to ordinance language.

Reasoning:

There are times when action is taken against an employee and it is often difficult to keep the details of that action from the city council in an effort to keep them unbiased in the event of an appeal. Changing the Appeal Board from the Kaysville City Council to a mix of fellow employees and some council members should allow for a less biased board and should give the appealing party additional confidence in the gravity of the appeal.

ORDINANCE NO. _____

AMENDING TITLE 2, CHAPTER 7 APPEAL BOARD OF THE REVISED ORDINANCES OF KAYSVILLE CITY.

WHEREAS, the Kaysville City Council desires to recognize the rights of its employees to a fair appeal process: and

WHEREAS, the Kaysville City Council desires to alter who the members are that serve on the Appeal Board; and

WHEREAS, the proposed changes to the Revised Ordinances of Kaysville City have been properly noticed and reviewed in a public hearing;

BE IT ORDAINED BY THE CITY COUNCIL OF KAYSVILLE CITY, UTAH THAT THE FOLLOWING CHAPTER BE ALTERED TO TITLE 2, CHAPTER 7, APPEAL BOARD OF THE REVISED ORDINANCES OF KAYSVILLE CITY:

2-7-1 Creation of Appeal Board

There is hereby created an Appeal Board to hear appeals in connection with the appeal of discharges, suspensions for more than two days without pay or involuntary transfers to positions with less remuneration under the Kaysville City Personnel Rules and Regulations. The Appeal Board shall consist of **three members of the city staff, each from a different department, appointed by the City Manager and two members of the Kaysville City Council, appointed by the Mayor. Board members will be chosen at the time of appeal and shall be chosen for their impartiality, fairness, and lack of relationship with the appealing party.**

2-7-2 Appeal Board Procedures

Whenever an appeal is taken by any employee of Kaysville City to which Section 10-3-1105, Utah Code Annotated applies, the Appeal Board shall thereupon process the appeal according to Section 10-3-1106, Utah Code Annotated. ~~The Mayor shall be a nonvoting member of the Appeal Board except on each matter for which there is a tie vote of the other board members present at a board meeting.~~

2-7-3 Procedure And Standards Of Review At Appeal Hearing

1. **Procedure.** The City shall first present evidence in support of the employment action. The employee may then present evidence in support of the appeal. The City may thereafter offer rebuttal evidence. Formal rules of evidence shall not apply and procedures applicable to administrative hearings will be followed.
2. **Standard of Review.** If the employment action is supported by substantial evidence, the action will be sustained. "Substantial evidence" is defined as that quantum and quality of relevant evidence that is adequate to convince a reasonable mind to support a conclusion. Substantial evidence is more than a mere scintilla of evidence and something less than a preponderance of the evidence."

This Ordinance shall take effect upon the date of publication of a summary thereof, one time only, in The Davis Clipper.

APPROVED AND ADOPTED this _____ day of _____, 2017

Steve A. Hiatt
Mayor

ATTEST:

Maria T. Devereux
City Recorder



City Council Staff Report

Purchasing Document Alteration to Change Orders May 18, 2017

Description:

The Kaysville City Council adopted a Purchasing and Procurement document at the November 3, 2016 regular city council meeting. Since that meeting, some concern has been raised about the Change Order exclusion which allows staff to authorize up to 15% of the total project costs without city council approval. The concern focused on the fear that this amount could be substantial, depending on the total cost of the project.

Recommendation:

It is recommended that the city council review the highlighted section of the attached procurement document which changes the 15% threshold to a \$25,000 threshold, consistent with the formal bidding threshold in the same document, and determines if this is more appropriate for Change Orders. Council may leave the document as is, change the threshold to \$25,000, or choose another dollar amount by which the staff can authorize a Change Order without city council approval.

Reasoning:

Although Change Orders are considered the exception and not the rule in city projects, they are often necessary. City staff, in implementing the 15% threshold, made an effort to keep smaller and often timely decisions in the hands of staff. With the change in the highlighted section of the attached purchasing document, Change Orders of over \$25,000 will need to be authorized by city council. This could, therefore, make the Change Order approval process longer and potentially delay a project. But city staff also believes that the occasion when a Change Order will be over \$25,000 and needs to be approved immediately will be seldom and that added controls will give city council members piece of mind in this part of the approval process.

KAYSVILLE CITY PURCHASING POLICY AND PROCEDURES

Pursuant to Utah Code Annotated Section 10-6-122 and other pertinent provisions of the State of Utah, there is hereby adopted and established purchasing policy and procedures for Kaysville City.

SECTION I. GENERAL PROVISIONS

Policy

This policy shall establish procedures for capital and non-capital purchases and annual contracts for Kaysville City. The City Manager shall administer the Purchasing Policy and Procedures.

Purpose

The policy and procedures have been created to maximize the use of Kaysville City's financial resources. The underlying purpose of these policies and procedures are:

1. To ensure fair and equitable treatment of all persons who wish to, or do conduct business with Kaysville City.
2. To provide for the greatest possible economy and efficiencies in City procurement activities.
3. To foster effective broad-based competition to ensure that the City will receive the best possible service or product at the lowest possible price.

Compliance

These policies and procedures shall not prevent the City from complying with the terms and conditions of any grant, gift or bequest that is otherwise consistent with the law. When procurement involves the expenditures of federal or state financial assistance funds, the City shall comply with applicable federal or state laws and regulations.

Purchasing Agent

The City Manager shall administer the Purchasing Policy and Procedures. Department Heads shall be considered "purchasing agents" for purposes of this policy. As determined by Department Heads, others within the departments may be authorized to procure goods and services.

SECTION II. DEFINITIONS

Unless the context requires otherwise, the terms used in the Purchasing Procedures, or the rules and regulations adopted pursuant to the Purchasing Procedures shall have the following meanings:

Adequate Appropriation Balance: A sufficient balance which must exist in the line item appropriation of the account against which the purchase is to be charged.

Bid: A proposal or price quotation provided to the City as part of the City's procurement process.

Bidding: The procedures used to solicit quotations on price and delivery from various prospective suppliers of supplies, equipment, and contractual services.

Bid Process: The type of procedures used by the City to solicit quotations and award bids or contracts. Examples include over the counter, open market and formal competitive bidding.

Bid Splitting: The process of breaking up procurement of goods and services into smaller amounts which inhibits fair and open competition unless deemed advantageous to the City as determined by the City Manager.

Bidders List: A list maintained by the Department of known vendors supplying goods and services to the City. Vendors may submit a written request to be placed on a bidder's list.

Collusion: When two or more persons act together that circumvent purchasing procedures and inhibits the free and open competition in City procurement.

Contractual Services: Professional services, sought or obtained from sources other than regular City employees, including auditing, consulting, architectural, engineering and/or other consulting services.

Cronyism: A form of favoritism where contracts are awarded or purchases made on the basis of friendship, familiar association, or political connections instead of fair and open competition.

Department Head: The person who administers a department of the City or his designee specified in writing. This also includes the City Manager.

Estimates of Requirements: Forecasts of future requirements of supplies, equipment, or contractual services submitted by City Departments upon request of the City Manager or his designee.

Lowest Responsible Bidder: Shall mean a bidder who has submitted the lowest responsive bid to furnish supplies or contractual services to the City, and who meets the standards set forth in this definition. The lowest responsible bidder's bid shall comply with the specifications, delivery terms and conditions, and other qualifications and requirements included in the invitation for bids, and shall be accompanied by any bonds required by the City or other applicable law and when requested, information and data to provide that his financial resources, production or service facilities, service reputation and experience are adequate, for the contractual services or work who has not violated or attempted to violate any provisions of the Purchasing Procedures. In determining the lowest responsible bidder, the City shall give primary emphasis to bid price, but may also consider the complexity of the project in conjunction with the ability and capacity of the bidder.

Professional Services: This includes but is not limited to professional services for auditing, banking, insurance, engineering, architectural services and other forms of consulting.

Public Property: Any item of real or personal property owned by the City.

Purchase Requisition: - standard forms used by departments providing detailed information as to quantity, description, price, supplier and signature authorization for purchases. These are also known as purchase orders.

Responsive Bid: An offer, submitted by a Responsible Bidder to furnish supplies, material, equipment or services in conformity with the specification, delivery terms and conditions and other requirements included in the invitation for bids.

Services: The furnishing of labor, time, or effort by a contractor, not involving the delivery of specific end product other than reports which are merely incidental to the required performance. This term does not include employment agreements or professional services.

Supplies, Materials, and Equipment: The specific end product(s) identified in a Purchase Requisition, or specification prepared by the City.

Surplus Property: Any item of personal property or parcel of real property owned by the City that is no longer used by the City or no longer usable by the City that is out of date, damaged and cannot be repaired at a cost less than the property's value, has exceeded its useful life or the City determines is not required to meet the needs or responsibilities of the City.

SECTION III. GENERAL PURCHASES PROCEDURES AND BID SELECTION PROCESS

City purchasing shall be a fair and open process to ensure efficient and cost effective acquisition and procurement of supplies, materials, equipment and services. The following procedures shall be followed:

A. Over-the-Counter Purchases Less than \$5,000

Purchase of less than \$5,000 may be authorized by the Department Head. Although no specific purchasing requirements are established for this level of purchase, competitive bidding shall be used whenever practical.

The City Manager may require any acquisitions to a more restrictive purchasing process if in his determination, such actions would be in the best interest of the City.

B. Open Market Purchases between \$5,000 and \$25,000

Any purchase or acquisition of supplies, material, equipment, improvements, or services of an estimated value of more than \$5,000 and less than \$25,000 require a solicitation of bids. These purchases or acquisitions shall be made pursuant to the procedure hereinafter prescribed.

1. Solicitation and Minimum Number of Bids - Price quotations shall be solicited from prospective vendors by written or verbal request though every effort should be made for solicitations to be made in a written format. Departments shall solicit bids from known vendors, a bidder's list maintained by the Department and a public bidding website (i.e. BidSync) whenever possible. Open market purchases shall be based on at least three price quotations if obtainable, and shall be awarded to the lowest responsible bidder.
2. Receipt of Price Quotation and Bids - Price quotations and bids shall be provided in writing from prospective vendors. Vendors must submit price quotations via a sealed proposal, FAX, a designated purchasing email address or other electronic communication.
3. Purchase Requisitions - Departments shall use Purchase Requisitions when any material, supply, equipment or service is estimated to cost \$5,000 or more and the formal contract procedure will not be followed. All purchase requisitions in excess of \$10,000 must be countersigned by the City Manager.

4. Use of Local Bidders - Departments will make every effort to use Kaysville Businesses and obtain non-formal bids or price quotations from Local Bidders. At least one of the three price quotations will be requested from a Local Bidder *if available*.
5. Bidders List – Kaysville City Staff will maintain a Bidders List to use in advertisements of city projects where applicable. This list is generated by business licenses, local knowledge of business owners that may live in Kaysville but do not have a business in the city, as well as any interested party with whom it is appropriate to do business. Every effort will be made to invite and encourage local bidder participation.
6. Budgetary Considerations - All purchases must conform to the annual budget and there must be an adequate balance in the appropriation for the item or service to be procured. Any substantial deviation from the annual budget or any appropriation thereunder shall be approved by the City Manager.

C. Formal Competitive Bidding - Purchases over \$25,000

Purchases of supplies, equipment or contractual services of an estimated value of \$25,000 or more shall be approved by the City Council and by written contract with the lowest responsible bidder pursuant to the procedure hereinafter prescribed. Purchases of equipment in excess of \$25,000 may be exempt from formal contract procedures, however formal bidding is required.

1. Notice Inviting Bids - Notices inviting bids shall include a general description of the improvements, supplies, materials, and equipment or services to be acquired, shall state where plans and specifications and other information may be secured, and shall state the time and place for opening bids. Notices shall be delivered to all known responsible prospective suppliers, including those whose name are on a bidders list or who have made a written request that their names be added to the bidders list. At least ten (10) days before the opening of bids, notices inviting bids shall be published on the City website, professional group association or contractor magazine or database and also posted on a public bidding website (ie. BidSync).

Additional Requirements:

Building Improvements and Public Works Projects: For any building improvement or public works projects where the estimated cost exceeds the bid limit, as defined in Section 11-39-101(1) of the Utah Code, requests for bid shall be published at least twice in a newspaper of general circulation at least five (5) days before the opening of the bids

Class C Road Projects: For the construction of any improvement project on Class C Roads where the estimated cost exceeds the bid limit, as defined in Section 72-6-109 of the Utah Code, advertisement for bids shall be published in a newspaper of general circulation at least once a week for three consecutive weeks before the opening of bids.

Bidders List – Kaysville City Staff will maintain a Bidders List to use in advertisements of city projects where applicable. This list is generated by business licenses, local knowledge of business owners that may live in Kaysville but do not have a business in the city, as well as any interested party with whom it is appropriate to do business. Every effort will be made to invite and encourage local bidder participation.

2. Bid Opening Procedure - Sealed bids shall be submitted as designated in the Notice with the statement "Bid for (item)" on the envelope. Bids shall be opened in public at the time and place stated in the notice inviting bids. A written description of all bids received shall be available for public inspection during regular business hours for a period of not less than thirty (30) days after the bid opening.
3. Rejection of Bids - The City Council reserves the right to reject any and all bids for any reason. All notices calling for bids should so state. If all bids are rejected and the City Council decides to make the improvement or acquire the supplies, materials, equipment or services, it shall advertise anew in the same manner provided herein, no bid shall be received that is not satisfactory, the City Council may proceed to negotiate or make the improvement or acquisition or enter such other agreements as it deems necessary or desirable.
4. Award of Contracts - Except as otherwise provided herein, it is the intention of the City Council to award the contract to the lowest responsible bidder.
5. Tie Bids - If two or more bids received are for the same total amount or unit price, quality and service being equal, and if the public interest will not permit the delay or re-advertising for bids, the City Council shall accept the lowest bid made by the firm deemed by the City Manager to be the most qualified to perform the required work.
6. Performance Bonds - Before entering a contract, the City Council shall have authority to require performance and payment bonds to be provided in such amounts as it shall find reasonably necessary to protect the best interests of the City and as required by law. The form and amount of said bonds shall be described in the notice inviting bids.

SECTION IV EXCEPTIONS TO COMPETITIVE BIDDING REQUIREMENTS OF SECTION III

Unless otherwise required by State or Federal Law, the bid process requirements set forth in Section III do not apply in the following situations as determined by the City Manager. Purchases over an estimated value of \$25,000 are to be reviewed and approved by the City Council.

A. Professional Service Contracts.

Professional Services shall include, but not be limited to the following: auditing, architecture, banking, insurance, engineering, appraisals, legal services, and other consulting services. Professional service contracts shall be awarded based on professional qualifications, service ability, cost of service and other criteria deemed important by the Kaysville City Council.

B. Contracts Not Suited to Competitive Bidding.

Contracts which by their nature are not suited to award by competitive bidding shall not be subject to the bidding requirements set forth herein. These contracts include:

1. Contracts for items which may only be purchased from a single or sole source.
2. Contracts for additions to and repairs and maintenance of equipment owned by the City which may be more efficiently added to, repaired or maintained by a particular person or firm as confirmed by the City Manager.

3. Contracts for equipment which by reason of the training of City Personnel or the inventory or replacement parts maintained by the City, is more compatible with the existing equipment owned by the City.

C. Auction, Close-Out, Bankruptcy Sales.

If the Kaysville City Council determines that supplies, materials or equipment can be purchased at a public auction, close-out sale, bankruptcy sale or other similar sale, and if the City Manager determines that such a purchase at such auction or sale will be made at a cost below the market cost in the community, a contract or contracts may be let or purchase made without complying with the competitive bidding requirements set forth herein.

D. Exchanges

Exchanges of supplies, material or equipment between the City and any other public agency which are not by sale or auction shall be by mutual agreement of the respective public agencies.

E. State Contracts.

The City may purchase supplies from the vendor who has submitted the lowest bid price for such items to the State of Utah Purchasing Office at the quoted price without any solicitation or price quotation or invitation to bid. For such purposes, the quoted price shall be deemed to be the lowest price available for such items and the City need not follow any other bidding requirements.

F. Utah Correctional Industries Division.

Goods and services produced by the Utah Correctional Industries Division may be purchased from the Utah Correctional Industries Division without following any of the bidding requirements set forth herein.

G. Additional Work (Change Orders).

Any change orders, scope of work changes, extension of work, or other additions or corrections to existing contracting services, supplies, equipment or materials, whether constituting a reduction or increase in bid amount, to a current award provided the change order is no more than \$25,000 (twenty five thousand dollars). The City Council shall be notified of any Change Orders in excess of this dollar amount.

H. Interlocal Agreements

The City shall have the power to enter into joint purchase agreements with any or all other public agencies within the State for the purchase of any commodity or service wherein it is determined by the City Council to be in the best interest of the City.

I. Emergency Procurement

Notwithstanding any other provision of this purchasing policy, when there exists a threat to public health, welfare, safety or ability of the City to provide its services, under emergency conditions as determined by the City, the City Manager may authorize the immediately award a contract for any supply, service or construction provided said procurement is made with as much competition as practicable under the circumstances and reasonably limited for the purpose of facilitating accomplishment of an emergency need.

SECTION V

DISPOSAL OF SURPLUS PROERTY

A. Transfer and Disposition of Surplus Property

All surplus property is disposed of “as is” and “where is,” with no warranty, guarantee, or representation of any kind, expressed or implied, as to the condition, utility or usability of the property. Property with an estimated value exceeding \$10,000 shall be determined specifically by the City Council. These provisions do not preclude City employees from acquiring surplus property through a fair and open process as described herein. Appropriate methods of disposition of surplus property include:

1. Transfer to another Department. Surplus property may be transferred between City departments.
2. Trade-In. Property declared as surplus may be offered as a trade-in for credit toward the acquisition of new property.
3. Disposal. Surplus property may be offered for sale by the City. Appropriate methods of sale are as follows:
 - (a) **Auction.** Surplus property may be sold at public auction. Auctions may be conducted by City staff, or the City may contract with a professional auctioneer or electronic auction site.
 - (b) **Sealed Bids.** Sealed bids may be solicited for the sale of surplus property. Surplus property disposed of in this manner shall be sold to the highest responsible bidder.
 - (c) **Selling for Scrap.** Surplus property may be sold as scrap if the City deems that the value of its parts exceeds the value of the surplus property as a whole.
 - (d) **No Value Item.** Where the City determines that property is surplus and of minimal value to the City due to spoilage, obsolescence or other cause or where the City determines that the cost of disposal of such property would exceed the recovery value, the City shall dispose of the same in such a manner as they deem appropriate and in the best interest of the City.
 - (e) **Donation.** Surplus property may be donated to any other public agency or charitable organization exempt under Section 501(c)(3) of the Internal Revenue Code. “Public ncy” means the State or any agency or subdivision thereof, any city, county, special district, or school district.

B. Personal Scrapping, Recycling or Disposal of City Property

Transferring, selling, donating, scrapping, recycling or disposing of City property, as defined herein (regardless of monetary value), by City employees for personal gain or to benefit the interest of any person or party other than Kaysville City is in violation of this policy.

City employees are prohibited from claiming ownership of, giving away, recovering, or salvaging for personal use, or the use or interest of any person other than the Kaysville City, any materials abandoned, disposed or stored upon City. City employees are prohibited from taking possession of any surplus property or the proceeds from the sale of surplus property designated for disposal as trash, scrap, or as recyclables unless as determined by the City Manager that the property has no value to the City. This prohibition includes giving any such surplus property or the proceeds from the sale of such surplus property to any person or party other than for the duly authorized benefit and interest of Kaysville City, or authorizing any other person or party to accept, receive or take any such surplus property to benefit their own interest, except as provided hereinabove.

C. Proceeds from Transfer and Disposition of Property.

When so authorized to transfer, sell, donate, recycle, and scrap City property, the employee directed to undertake such activity shall remit the entire proceeds from any such activity to the City by check or money order made payable to Kaysville City, and shall be deposited into the appropriate fund.

SECTION VI APPEALS

Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may appeal to the City Manager. An appeal shall be submitted in writing within five (5) working days after the aggrieved person knows or should have known the facts.

The City Manager shall issue a written decision within fourteen (14) days regarding the appeal if it is not settled by mutual agreement. The decision shall state the reasons for the action taken and inform the protestor, contractor, or prospective contractor of the right to appeal to the City Council.

The appeal to the City Council shall be the final appeal authority on the City level.

SECTION VII PROHIBITIONS

1. Conflicts of Interest - No member of the City Council or City employee may have an undisclosed pecuniary interest, as per State law, directly or indirectly in any contract entered into by the City. A violation of this provision shall be cause for removal or other disciplinary action. City Employees and City Council shall notify the City Manager of any potential conflict of interest.
2. Collusion Among Bidders - Any agreement or collusion among bidders or prospective bidders in restraint of competition by, an agreement to bid a fixed price, or otherwise, shall render any such bids void.
3. Ethics - It is the intent of the City Council that procurement by Kaysville City comply in all respects with the requirements of the law of the State of Utah relating to ethics and employees' dealings with the City. Therefore, to the extent applicable, the Utah Municipal Officers' and Employees' Ethics Act, Utah Code Annotated, Title 10, Chapter 3, Part 13, and the Utah Public Employees Ethics Act, Utah Code Annotated, Title 67, Chapter 16, are adopted herein by this reference.

4. Personal Use -Any purchase of supplies or equipment by the City for the personal use of any official or employee of the City is prohibited. Any person who violates this requirement will be subject to disciplinary action by the City.
5. Bidding Preference - A council member, director or employee with purchasing authority may not take part in any contracting decision: (i) relating to a family member; or (ii) relating to any entity in which a family member is an officer, director or partner, or in which a family member owns or controls 10% or more of the stock of such entity. If a contracting matter arises relating to a family member, then a council member must advise the Mayor and City Council and must be recused from all discussions and votes related to the matter. If a contracting matter arises relating to a family member, a director or employee must advise the City Manager of the relationship, and must be recused from any and all discussions or decisions relating to the matter.

For the purposes of this policy, the term "family member" shall mean an employee's spouse, siblings, step-siblings, siblings-in-law, parents, step-parents, parents-in-law, children, step-children, children-in-law, any person living in the same household as the employee, and any individual claimed as a dependent for tax purposes.

SECTION III COMPLIANCE

No officer or employee of the City shall make any purchase for or on behalf of the City of any material, goods, supplies, equipment or services of any kind except through the purchasing procedures as specified in this policy. It shall be considered a breach of duty on the part of any officer or employee to make any purchase in any manner other than through specified purchasing procedures. Officers and employees are subject to disciplinary action as determined by the City Manager for any violation.



City Council Staff Report

Wind Storm Recovery Resolution Discussion May 18, 2017

Description:

Nearly each year there is a wind event in Kaysville City limits that requires a specific level of response from both Kaysville residents and Kaysville City Employees for a given event size. In the past, as recently as last year, there have been various discussions about what role the city should play, if any, in the response and clean up to a wind or other emergency event.

Recommendation:

The attached resolution makes an effort to address responses to various future events. It is recommended that the city council review the attached resolution and make suggestions to alter content where appropriate.

Reasoning:

With this Resolution, staff has a clear goal and path to follow for each event, regardless of size. While this document does not say exactly how the city will respond in each case, it does lay out a general plan for responses and includes the importance of communication so the residents of Kaysville have a clear understanding of what the city will and will not do in any such event that will happen in the future.



RESOLUTION ESTABLISHING THE POLICY OF KAYVILLE CITY GOVERNMENT IN RESPONSE TO THE OCCURRENCE OF PROPERTY DAMAGE CAUSED BY WIND STORMS, FLOODING, OR OTHER SIMILAR EVENTS.

WHEREAS, the Kaysville City Council acknowledges that wind storms, floods, and other similar events (hereinafter referred to as “events”) have occurred in the past in the city and are expected in the future; and

WHEREAS, the Kaysville City Council recognizes content of the Emergency Management Plan of 2006 which establishes the emergency management organization and intervention by the city in the case of events; and

WHEREAS, the Emergency Management Plan is silent on the topic of response levels of the city when it comes to rendering assistance to recover from damage from events to private property including providing service using City staff and equipment, and/or hiring private contractors ; and

WHEREAS, the Kaysville City Council desires to establish in this “Resolution” a formal written policy and procedure by the City clearly defining the City’s policy upon the occurrence of events, and what the residents may or may not expect from the City’s government resources to recover from or mitigate damage caused by events; and upon completion of the policy as contained in this “Resolution” such policy will be effectively communicated to residents of the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF KAYSVILLE CITY, UTAH THAT THE FOLLOWING RESOLUTION BE PASSED:

I. GENERAL POLICY – CITY’S DEFAULT POLICY AND PROCEDURE

1. The primary responsibility to mitigate and recover from damage to private property within the City resulting from “events” which may be described as acts of nature such as windstorm damage, flood water damage, or other occurrence shall be that of the owner of private property.
2. Residents, property owners, tenants, or others who may have responsibility for property upon which damage occurs are expected and encouraged to effect recovery from event damage through unity in applying resources of families, neighbors, church organizations, or other private non-governmental organizations and private resources.

3. Unless the City's administration declares the event to be in size and impact requiring City intervention to recover from damage to private property or to mitigate the impact of the event upon private property as provided in Section II:
 - a. Neither City staff, equipment, or funds shall be directed to provide assistance for the purpose of recovery or mitigation of damage from the event;
 - b. If the damage occurs on, to, or in any way affects City electrical resources, water, sanitary sewer, or storm drain lines located on private property, the City shall apply its resources to recover damage to City assets.
 - c. During the period in which significant private resources are applied in recovery upon private property, City staff, equipment, and work will remain focused upon their regular non-emergency responsibilities.

II. ASSESSMENT OF EVENT SCOPE AND DAMAGE

1. In the event of an event as defined in this "Resolution" affecting all or any part of the residents of the City, there shall be timely called an assessment meeting to include the:
 - Mayor;
 - City Council Members invited by the Mayor;
 - City Manager;
 - Chief of Police;
 - Fire Chief;
 - Director of Public Works; and
 - City Engineer.
2. That initial assessment meeting may be called by either or both the Mayor and the City Manager.
3. The purpose of that meeting shall be to assess the extent of the damage to private property and the resources necessary to recover from or mitigate the damage.
4. Upon making that assessment there shall be made a determination if the scope of the damage to private property and the resources required to recover from that damage exceeds that which can be expected or required of the City's residents under Section I of this "Resolution".
5. If the assessment results in a finding that residents are to conduct recovery from damage under Section I, the provisions of that Section shall apply. No notice of that decision shall be required as the "default policy and procedure" of the City is provided in that Section.

6. If the assessment results in a finding that the event has been a “major disaster” which has caused damage or demands for recovery upon private property owners which are determined to justify the application of City staff, equipment, hiring of private contractors, funds, or other public resources the following shall be defined and communicated by “best method” to the City’s residents:

- A clear definition of what the City will do or not do to recover from damage upon or to private property, to include;
 - o Extent to which debris will be hauled or carried away by City equipment; and
 - o The extent to which the City will hire private contractors to assist in event recovery upon, or resulting from damage on private property; and
 - o What residents may expect from the City to assist in removal of large trees or limbs requiring substantial equipment and skilled labor; and
 - o Identification of sites, if any, upon which residents may deliver debris as a means of avoiding repeated trips to the landfill, from which the City will clear the site of debris; and
 - o Any other matter which is determined in the assessment to be unique to the event upon which the City must make a decision as to whether it will mitigate the event damage; or, whether the property owner is to recover from the damage with private resources.

III. POLICY AND PROCEDURE UPON THE OCCURRENCE OF A MAJOR EVENT

The policies and procedures to be applied by the City’s government, after it has defined the occurrence as a major event and has effectively notified residents by “best method” of the City’s intent to direct City resources to recovery and mitigation, are not treated in this “Resolution”.

The application of City resources and the extent to which the City chooses to assist in recovery from and mitigation of damage are executive decisions which are to be made by the City’s elected officials and administration.

Adopted this ____ day of May 2017 by the Kaysville City Council

Steve Hiatt, Mayor, Kaysville City

City Calendar and Events, Recreation Programs and Activities

May 2017 (Mountain Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1	2	3	4	5	6
Soccer and Camp Champ Registration						
				8am - Kaysville 6pm - "Ask the 7pm - City Council		
7	8	9	10	11	12	13
Soccer and Camp Champ Registration						
			7pm - Miss Kaysville	7pm - Planning	3pm - Baby Animal	10am - Baby Animal
14	15	16	17	18	19	20
Soccer and Camp Champ Registration						
				6pm - "Ask the 7pm - City Council		
21	22	23	24	25	26	27
Soccer and Camp Champ Registration						
				7pm - Planning		
28	29	30	31	1	2	3
Soccer and Camp Champ Registration				6pm - "Ask the 7pm - City Council		
	City Offices Closed 10am - Memorial					

City Calendar and Events, Recreation Programs and Activities

Jun 2017 (Mountain Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
Soccer and Camp Champ Registration				6pm - "Ask the 7pm - City Council		
	City Offices Closed 10am - Memorial					
4	5	6	7	8	9	10
				8am - Kaysville 7pm - Planning		2pm - Miss Kaysville
11	12	13	14	15	16	17
				6pm - "Ask the 7pm - City Council		9pm - Movie in the
18	19	20	21	22	23	24
				7pm - Planning	6pm - Miss Kaysville	
25	26	27	28	29	30	1

City Calendar and Events, Recreation Programs and Activities

Jul 2017 (Mountain Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4 City Offices Closed	5	6 6pm - "Ask the 7pm - City Council	7	8
9 6pm - Miss Kaysville	10	11	12	13 7pm - Planning	14	15 9pm - Movie in the
16	17	18	19	20 6pm - "Ask the 7pm - City Council	21	22 10am - Miss
23 Pioneer Day (City	24	25	26	27 7pm - Planning	28 4pm - Miss Kaysville	29 9am - Miss Kaysville
30	31	1	2	3	4	5



MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a Public Hearing on Thursday, May 18, 2017, starting at 7:00 p.m. in the Council Chambers of the Kaysville City Municipal Center, 23 East Center Street, Kaysville, UT. The regular City Council meeting will convene at the conclusion of the Public Hearing.

The agenda shall be as follows:

6:00 p.m. ASK THE COUNCIL/PUBLIC Q & A

1. Council Member Garn will be available for discussion related to any topic that pertains to our community and the business of the City.

7:00 p.m. PUBLIC HEARING

1. The Vacation of 0.14 acres of right-of-way on 100 North Street at approximately 650 East.

CITY COUNCIL MEETING

The agenda shall be as follows:

1. Opening – Council Member Lee.
2. Call to the Public.
3. Consideration of the Vacation of 0.14 acres of right-of-way on 100 North Street at approximately 650 East.
4. Award of Bid for the 200 North and Angel Street Project.
5. Discussion of Sale of City Property at approximately 400 East Oak Lane.
6. Consideration of a Resolution of the City Council of Kaysville City, UT, authorizing the issuance and sale of not more than \$1,375,000 aggregate principal amount of sales tax revenue bonds, series 2017; and related matters for the purpose of financing the construction of Pioneer Park.
7. Acceptance of Improvements for Hill Farms Phase 2C Subdivision.
8. Proposed Ordinance Change of Kaysville City Employee Appeal Board.
9. Modification of Purchasing Procedures relating to Change Orders.
10. Consideration of Windstorm Response Resolution.
11. Consideration of schedule change for the June 1, 2017 City Council Meeting.
12. Council Member Reports.
13. Minutes.
14. Calendar.
15. Adjournment.

Kaysville City is dedicated to a policy of non-discrimination in admission to, access to, or operations of its programs, services or activities. If you need special assistance due to a disability, please contact the Kaysville City Offices at (801) 546-1235.

I hereby certify that I posted a copy of the foregoing Notice and Agenda at City Hall and emailed copies to media representatives on May 12, 2017.

Maria T. Devereux
City Recorder