

1 **Minutes of the**  
2 **Parks, Recreation & Arts Committee Budget Review Meeting**

3 Bountiful City Hall, Council Work Room  
4 April 22, 2024 (4:00 p.m.)  
5

6 Present:

7 Committee Members: Kate Bradshaw (chair), Jesse Bell, Kendalyn Harris  
8 Other Council Members: Richard Higginson, Cecilee Price-Huish, Matt Murri  
9 City Manager: Gary Hill  
10 Assistant City Manager: Galen Rasmussen  
11 Department Personnel: Brock Hill, Lloyd Cheney, Todd Christensen, Bruce  
12 Sweeten, Kent McComb, Geno Flanary, Jessica Sims,  
13 Charles Benson  
14

15 Official Notice of this meeting had been given by posting a written notice of same and an agenda at  
16 the City Hall and providing copies to the following newspapers of general circulation: Davis County  
17 Clipper, Standard Examiner, and on the Utah Public Notice Website.  
18

19 Committee chair Kate Bradshaw called the meeting to order at 4:04 p.m. and welcomed those in  
20 attendance. It was noted that voting on all budget submissions would take place at the conclusion of  
21 presentations.

22 **PRESENTATION OF BUDGETS**

23 **Recreation Arts & Parks (RAP) Tax Grant Applications**

24 Committee Chair Bradshaw asked Galen Rasmussen to provide an overview of funding requests and  
25 available funding. A total of \$134,652 in requests were received by staff with \$82,500 in available  
26 funding to balance against requests. Committee members asked questions of applicants present in  
27 the meeting. A question was asked of Bountiful Philharmonia asking for a detail of other funding  
28 sources they have. A Bountiful Philharmonia representative provided a response to the question. A  
29 question on the BDAC request was asked specifically about the details of the eligible and ineligible  
30 costs (a summary was provided by staff to answer the question). One further question directed to the  
31 BDAC dealt with the reasoning for the request for funding of a strategic plan. An explanation was  
32 provided by the BDAC Executive Director.

33 Committee chair Bradshaw noted for those present that a decision on final funding of grants would  
34 not be made today but that a follow-up meeting would be held later to decide on funding levels.  
35  
36

1 **RAP Tax Fund**

2 Gary Hill reviewed the fund priorities and major projects for Fiscal Year 2025. Line items of the  
3 budget were reviewed with reference to RAP tax funding and how it is used per council guidelines.  
4 The RAP Tax fund has been reimbursing the Capital Fund for advance funding of eligible projects such  
5 as Creekside Park and the Bountiful Town Square. A review of the long-term capital plan for RAP Tax  
6 was made for the remaining funding authorization period and for potential projects if the RAP Tax is  
7 reauthorized by the voters.

8 A request by Committee Member Higginson was made for a list of completed projects to show how  
9 the RAP Tax has benefited the City and its residents. This list will be provided at a future time.  
10 Projection of funding available from a reauthorized RAP Tax is expected to total approximately  
11 \$9,000,000.

12 **Government Buildings Department**

13 Bruce Sweeten was asked to review the fiscal year priorities of the department. The line item budget  
14 was reviewed with no extraordinary items to comment on other than cost of living and increases in  
15 health insurance. The capital budget request includes a replacement truck.

16 **Golf Fund**

17 Kent McComb and Brock Hill identified fiscal year priorities and recognized the recent approval  
18 provided by the Council for fee adjustments effective in March 2024. A discussion was made on how  
19 the new food concessionaire's practices are adding value at the course. A review of budget line item  
20 highlights was made including comments on the change from leasing of carts and increases from cost  
21 of living and health insurance premiums.

22 **Cemetery Fund**

23 Lloyd Cheney, Brock Hill and Geno Flanary reviewed operational shifts in the Cemetery including the  
24 decrease in number of burials and sale of lots. Policy changes have delivered changes in the number  
25 of lot sales for residents and non-residents but have unfortunately brought corresponding reductions  
26 in revenue for the fund and a need to balance operating expenses with declining revenues. Gary Hill  
27 provided further insights on how the policy changes affected cemetery revenues. Lloyd noted that  
28 there were 273 resident lot sales in 2023. In 2024, to date there were only 149 lot sales made. Fees,  
29 and changes to fees, were reviewed. Staff is reviewing options to address sales and expense issues.

30 **Parks Department**

31 Brock Hill reviewed the budget request of the Parks Department. Fiscal priorities were reviewed and  
32 focus was given to the planned automated smart controller sprinkler system. Consideration is being

1 given to two competing vendor offerings. Purchase and installation of at least a portion of the system  
2 will be completed in the near future. High visibility and high use locations will be prioritized for  
3 installation.

4 Challenges in the department center on finding employees for part-time and seasonal work. Line item  
5 budget items were reviewed with key changes between years identified. Capital request items were  
6 noted and questions were addressed.

7 **Trails Department**

8 Brock Hill reviewed progress on trail building by location. Questions were asked by committee  
9 members and staff provided answers. All bridges to serve trails that are now constructed, or are  
10 contracted for, in the trail system have been installed. Additional bridges will be required to serve the  
11 entire master planned trail system. The budget is set at the level necessary to support planned trail  
12 improvements in Fiscal Year 2025.

13 **Committee Action and Adjourn**

14 Committee member Bell made a motion to approve the budget submissions of the Golf Fund,  
15 Government Buildings Department, Cemetery Fund, Parks Department, Trails Department and RAP  
16 Tax Fund for Fiscal Year 2024-2025 as stated. The motion was seconded by Committee member  
17 Bradshaw.

18 The meeting adjourned at 6:17 p.m. by motion of Committee member Bell and seconded by  
19 Committee member Bradshaw.