

1 **Minutes of the**  
2 **Streets and Sanitation Committee Budget Review Meeting**

3 Bountiful City Streets Department  
4 April 9, 2019 (4:00 p.m.)  
5

6 Present:

7 Committee Members: Chris Simonsen (Chair) and Kendalyn Harris  
8 City Manager: Gary Hill  
9 Assistant City Manager: Galen Rasmussen  
10 Department Personnel: Gary Blowers, Charles Benson, Lloyd Cheney,  
11 Todd Christensen, Paul Hartvigsen, Scott Redding,  
12 Sherry Steed  
13

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

18 Committee chair Chris Simonsen called the meeting to order at 4:00 p.m., and welcomed those in  
19 attendance. It was noted that Committee member John Marc Knight was excused due to illness.

20 **PRESENTATION OF BUDGET**

21 **Streets Department Budget**

22 Gary Blowers and Charles Benson presented a PowerPoint slide presentation with several slides to  
23 highlight the operations of the Streets Department. It was noted that the department staff had  
24 responded on 66 separate snow plow events thus far for the season using 19,000 tons of road salt. To  
25 illustrate the resources used in the snowplowing operation, a detailed spreadsheet was displayed  
26 which tracks each snow plow event and notes the amount of labor hours, fuel used, salt used, blades  
27 replaced and an amortized value for cost of equipment used.

28 Additional functions of the department were explained including road striping; street signage; clearing  
29 of debris; snow plowing; vehicle fueling; maintenance of vehicles and sponsorship of four separate  
30 citywide cleanup events annually. It was noted that 248,000 gallons of fuel are dispensed annually  
31 citywide and 500 vehicles are serviced. This vehicle maintenance operation saves the City 75% versus  
32 contracting with outside repair facilities.

33 A review of road paving and rehabilitation plans was presented. In 2018 a total of 6,168 tons of  
34 patching material was applied in the City. A total of 27 roads (5.3 miles) were paved using 8,881 tons  
35 of asphalt.

1 Gary Hill asked Lloyd Cheney to review the roles of Engineering staff and the Streets Department staff.  
2 The Engineering staff members primary roles are to provide design services; prepare specifications  
3 and bid out major public works projects; coordinate work with utility companies and others doing  
4 work in the streets.

5 The Streets Department is charged with maintenance of roadways along with preparation of the  
6 surfaces for patching and paving. Once this step is complete, the crews then have responsibility to  
7 pave the prepared areas. In addition to paving, road preservation is also a major activity of the  
8 Streets Department. Preservation includes slurry and chip seal treatments along with High Density  
9 Mineral Bond applications to extend the life of and preserve road surfaces.

10 Following the presentation Gary Blowers reviewed the line-item budget for the Department  
11 highlighting notable changes between the current approved Fiscal Year 2019 budget and the Fiscal  
12 Year 2020 budget request. The following items were highlighted:

- 13 • Street signs expenditures are up by \$5,000 to provide for additional needed signal upgrades.
- 14 • Operating supplies expenditures are up by \$20,000 to provide for road striping. This area will  
15 be bid out in the new budget year.
- 16 • Road Materials and Road Reconditioning expenditures were reclassified from the Capital  
17 budget to the Operating budget in Fiscal Year 2020 to provide better clarity of reporting.
- 18 • Capital requests include a replacement HVAC system to replace the existing 27 year old units;  
19 a replacement truck; replacement forklift and a new milling machine.

#### 20 Recycling Fund

21 Gary Blowers reviewed the major line items in the budget with the Committee. The shortfall in  
22 revenues versus expenses will be covered for the next few years by a transfer from the Landfill Fund.  
23 The amount of the transfer in the Fiscal Year 2020 budget is \$240,485.

#### 24 Storm Water Fund

25 Gary Blowers reviewed a slide presentation with the Committee to illustrate work performed by the  
26 Storm Water Department employees on 71 miles of storm drains in the City. This work includes  
27 cleaning and lining of pipes and inlets along with repairs and replacements. Several notable system  
28 issues from the past were shown in the slides to highlight the typical issues encountered by  
29 employees including corrosive effects from soils and breaks in lines. A brief outline of the budgeted  
30 revenues and expenses was given noting a \$0.25 increase in the Equivalent Residential Unit (ERU) fee  
31 and a discussion of the need for a future rate increase or several smaller increases over a number of  
32 years. Capital requests in the budget include a truck and leaf collector.

33

1 Landfill Fund

2 Gary Blowers reviewed the budget request from the Landfill Fund and noted that a key component of  
3 the budget in Fiscal Year 2020 will be a replacement of the compactor equipment at a cost of  
4 \$850,000. A local contractor with a grinder provides contracted tree and vegetation grinding services  
5 for compost and wood chips which are sold at the Landfill. Key line-items of the budget were  
6 reviewed with highlights on the following:

- 7 • Reduction of \$18,000 due to no required Tier 2 gas sampling in the Fiscal Year 2020 budget  
8 period.
- 9 • Green waste grinding expenses are projected to increase by \$10,000 to accommodate grinding  
10 of additional materials stockpiled.
- 11 • Budget includes funds for paving of the area around the scale house.
- 12 • Transfers out in the amount of \$240,485 are budgeted for the aforementioned transfer to the  
13 Recycling Fund.

14 Sanitation Fund

15 Gary Blowers reviewed the budget request from the Sanitation Fund noting that 18,930 cans are  
16 maintained in the City. Fiscal sustainability of the Fund has been maintained by adjusting the  
17 allocation of collection fees between the Sanitation and Landfill Funds. Current fees are the lowest  
18 among comparable cities in the South Davis County area. A rate increase will be considered for  
19 presentation in the Fiscal Year 2021 budget to restore a more financially sustainable balance between  
20 the Landfill and Sanitation Funds. It was noted that the Sanitation Department hauls 17,500 tons of  
21 material that is landfilled annually. Capital requests in the budget include a replacement Sanitation  
22 truck.

23 With no further comments or questions on any of the budgets, Committee member Kendalyn Harris  
24 made a motion to accept the tentative budget of the Streets, Recycling, Storm Water, Landfill and  
25 Sanitation funds, as presented, and Committee chair Chris Simonsen seconded the motion. Voting  
26 was unanimous with Committee members Simonsen and Harris voting "aye".

27 The meeting adjourned at 5:35 p.m. on a motion made by Committee member Harris and seconded  
28 by Committee chair Simonsen. Voting was unanimous with Committee members Simonsen and Harris  
29 voting "aye".