

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

3 Bountiful City Hall, Council Work Room
4 April 10, 2023 (4:00 p.m.)
5

6 Present:

7 Committee Members: Jesse Bell (chair), Richard Higginson, Kate Bradshaw
8 Other Council Members: Kendalyn Harris (left at 6:32 p.m.), Millie Segura Bahr (left
9 at 6:37 p.m.), Cecilee Price-Huish (left at 5:25 p.m.)
10 City Manager: Gary Hill
11 Assistant City Manager: Galen Rasmussen
12 Department Personnel: Brock Hill, Lloyd Cheney, Todd Christensen, Bruce
13 Sweeten, Kent McComb, Scott Olsen, Thomas Rhoades,
14 Geno Flanary
15

16 Official Notice of this meeting had been given by posting a written notice of same and an agenda at
17 the City Hall and providing copies to the following newspapers of general circulation: Davis County
18 Clipper, Standard Examiner, and on the Utah Public Notice Website.
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20 Committee chair Jesse Bell called the meeting to order at 4:02 p.m. and welcomed those in
21 attendance.

22 **PRESENTATION OF BUDGET**

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

24 Committee chair Bell asked Gary Hill and Galen Rasmussen to review a summary of applications
25 received and requested funding. A staff report was issued to the Mayor and City Council to
26 summarize the requested funding and staff analysis. Each entity's funding request was outlined in
27 summary form for the Committee members.

28 Committee member Higginson requested additional bids to review for the request for funding from
29 the Bountiful Davis Arts Center to add soundproofing and also further details on location in the
30 building, etc.

31 A motion was made by Committee member Bradshaw to fund grants to the following requesting
32 organizations:

- 33 • Bountiful Historical Preservation Foundation (Bountiful History and Learning Center, \$8,735)
34 • Centerpoint Legacy Theater option 2 (LED stage lighting, \$25,000)
35 • Joy Foundation (Chalk Art and other requests, \$14,200)

- 1 • South Davis Recreation District (Summer Movie night and Christmas holiday events, \$3,000).
2 This motion was seconded by Committee member Higginson. Committee members Bell,
3 Higginson, and Bradshaw all voted aye.

4 A motion was then made by Committee member Higginson to fund a grant to Bountiful Davis Arts
5 Center in the total amount of \$51,020 for their requested amounts for soundproofing of the
6 basement, various equipment requests and exhibitions subject to receipt of additional bids for review
7 on the proposed soundproofing of the building. This motion was seconded by Committee member
8 Bradshaw. Committee members Bell, Higginson, and Bradshaw all voted aye.

9 **RAP Tax Fund**

10 Gary Hill reviewed the budget request for the RAP Tax Fund. Details of the line-item budget and long-
11 term capital plan were given as noted in the tentative budget document. A question was asked by
12 Councilwoman Price-Huish about available RAP Tax funding for each category of funding established
13 by the Council. Gary Hill asked to be excused from the meeting to gather the requested information.
14 This item will be continued later in the meeting.

15 **Parks Department**

16 Brock Hill reviewed fiscal year budget priorities of the Parks Department. A detail of the line-item
17 budget was given with emphasis on the Personnel Services section. The changes in the Personnel
18 Services come from market adjustments in compensation along with a 5% COLA and changes in health
19 insurance premiums. Changes in the operations and maintenance categories include cost increases in
20 supplies and related categories along with increases in the department's irrigation water assessment
21 which is based on an allocation rather than actual usage. It was noted that Bountiful Irrigation District
22 is currently installing meters for customers in their mainline areas and further installations will move
23 on to other areas later.

24 In response to a question, it was noted that the Golf Course irrigation connection from Bountiful
25 Irrigation is metered. Future irrigation charges will be based on metered usage rather than an
26 allocation as soon as Bountiful Irrigation gets their meter installations completed.

27 **Government Buildings Department**

28 Brock Hill introduced Bruce Sweeten, Building Maintenance Supervisor, and Bruce reviewed the
29 department's fiscal year priorities along with Brock Hill. Comments were made about major projects
30 coming in the new fiscal year budget which include HVAC upgrades at the Public Safety Building and
31 the Bountiful Davis Arts Center roof replacement which would be in a future year.

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1 **Trails Department**

2 Brock Hill reviewed the Trails Department budget. A listing of trails scheduled for work was provided
3 including North Canyon, Holbrook, Ward Canyon, Mueller Park Canyon, and City property at Temple
4 Ridge. The use of a project manager has been implemented by staff to help ensure regular oversight
5 of trail project contractors.

6 Todd Christensen, Assistant City Engineer, feels that weather conditions will delay completion of some
7 trails. Other factors in completing projects on budget and on time include the effects of inflation and
8 access (e.g. Forest Service land access). A question from Committee chair Bell was asked regarding
9 the current Trails Committee and how it is working. Staff response to this and other conditions were
10 given. The long-term capital plan was also reviewed, and committee questions were addressed.

11 **Golf Fund**

12 Brock Hill provided an overview of the Golf Course budget request and later introduced Kent
13 McComb, Golf Professional, and Thomas Rhoades, Course Superintendent. Fiscal Year priorities were
14 outlined including remodeling in the pro shop; rebuilding #14 tee area; installation of an aeration
15 system for the irrigation reservoir and smart remote irrigation controls. Questions were asked about
16 the availability of services at the Golf Course in the off season. Staff noted that the Pro Shop has
17 limited hours in the off season. Public use of the course in the off season has in the past caused
18 course damage from such activities as sledding, etc.

19 Questions from the committee were raised on the cost/benefit of using special fertilizers versus extra
20 use of irrigation water. Golf staff present at the meeting addressed this question.

21 **RAP Tax Fund (discussion continued)**

22 Gary Hill provided a summary of projected available funding over the next few years before the RAP
23 Tax grant period expires in 2026. An estimated amount of \$1.5 million will remain for allocation after
24 current commitments for funding are met. The actual amounts available for funding will depend on
25 future tax receipts. Currently recommended funding for Fiscal Year 2023-2024 includes:

- 26 • Skate Park Cost increase \$50,000.
- 27 • Washington Park design costs \$425,000
- 28 • Parks Irrigation Control Upgrade \$235,000.
- 29 • Transfer to Capital Improvement Fund (Ice Ribbon reimbursement) \$959,900.

30 Committee member Bradshaw made a motion to use the \$3,210 in remaining unallocated RAP Tax
31 Grant funding toward RAP Tax projects. Committee member Higginson seconded the motion.

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1 **Cemetery Fund**

2 Brock Hill reviewed the budget request along with input from Geno Flanary, Cemetery
3 Superintendent. A focus was made this year on revising rates and revenues into resident and non-
4 resident categories. A current goal has been set to accumulate \$10 million in reserves in the
5 Cemetery Perpetual Care Fund for care of the cemetery long-term after all regular operations cease.

6 The fee schedule for Fiscal Year 2022-2023 and Fiscal Year 2023-2024 were reviewed in detail.
7 Questions on various fee categories were asked by committee members and addressed by staff. The
8 fee structure is set to protect spaces for residents and price non-resident lots and related fees to
9 exceed other local burial options.

10 An outline of proposed policy changes was distributed to the committee members for review and
11 comment. A question was asked on establishing residency. The currently proposed policy will need
12 to be clarified to allow all to prove residency in some manner including renters, minors, etc.
13 Additionally, the policy will need clarification on purchasing of lots for children who predecease their
14 parents and number of lots allowed to be purchased. Other issues covered in the policy include:

- 15 • Estate planning and lots conveyed through a will.
- 16 • Lot conversions and lot depth.
- 17 • Contiguous spacing of lots to allow headstone placement.
- 18 • Temporary removal of markers.
- 19 • No disinterment of double-depth plots.

20 Staff recommends adoption of the policy with rates and fees on May 9th at City Council Meeting.

21 **Committee Action and Adjourn**

22 Committee member Higginson made a motion to approve the budget submissions of the Golf Fund,
23 Government Buildings Department, Cemetery Fund, Parks Department, Trails Department and RAP
24 Tax Fund for Fiscal Year 2023-2024 as stated. The motion was seconded by Committee member
25 Bradshaw.

26 The meeting adjourned at 6:48 p.m. by motion of Committee member Higginson and seconded by
27 Committee member Bradshaw.