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# Minutes of the Parks, Recreation & Arts Committee Budget Review Meeting

Bountiful City Hall, Council Work Room  
April 12, 2022 (3:00 p.m.)

Present:

Committee Members:	Jesse Bell (chair), Richard Higginson, Kate Bradshaw Cecilee Price-Huish, Kendalyn Harris
City Manager:	Gary Hill
Assistant City Manager:	Galen Rasmussen
Department Personnel:	Lloyd Cheney, Todd Christensen, Brock Hill, Kent McComb, Thomas Rhodes, Bruce Sweeten, Paul (Geno) Flanary

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

Committee chair Jesse Bell called the meeting to order at 3:05 p.m. and welcomed those in attendance.

## **PRESENTATION OF BUDGET**

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

Committee chair Bell asked Gary Hill and Galen Rasmussen to review a summary of applications received and requested funding. A staff report was issued to the Mayor and City Council to summarize the requested funding and staff analysis. Each entity's funding request was outlined in summary form for the Committee members. There was discussion on staff recommendations for changes in the existing program guidelines and concurrence on the need for more clarity in the program guidelines for the future. Mayor Harris expressed her feeling that the existing guidelines should be used for this year's evaluations rather than using the staff recommended guideline clarifications. A suggestion was made that a subcommittee could be formed to review requests and then make presentation to full City Council as in the past. Committee discussion led to a decision to forgo this past practice in favor of the existing committee's ability to make the funding decisions and then present the recommendations directly to the full City Council during the consideration of a Tentative Budget.

A recommendation was made to hold a separate meeting of the Parks, Recreation and Arts Committee for the purpose of reviewing the staff recommended changes to program guidelines with

1 the intent of the Committee adopting a revised set of guidelines to apply to the next round of grant  
2 funding.

3 Comments were provided by Jansen Davis (Centerpoint Legacy Theatre) on the process this year and  
4 his feeling that their organization’s request is capital in nature and eligible for funding. Mr. Davis  
5 expressed his feeling that there were unclear guidelines on funding eligibility and that they have other  
6 projects that could have been recommended to qualify for funding if their current request is not  
7 deemed eligible. Gary Hill and Committee member Higginson noted that there has always been a  
8 distinction made in the guidelines (as set by original Council intent) between new (betterment)  
9 requests versus replacement of existing which is deemed ongoing operational in nature.

10 Discussion ensued among the committee members and other Council Members present relative to  
11 the amount of funding to be approved for each organization when considering their requests, staff  
12 recommendations and amounts deemed eligible using the existing program guidelines for evaluation.  
13 A compromise consensus decision for the following funding levels was made by the committee  
14 members (totaling \$51,035 on a budget of \$78,000):

- 15 • Bountiful Davis Arts Center (BDAC)  
16 \$17,335 (staff recommended amount of \$9,135 plus an additional \$8,200 to fund the  
17 Gingerbread Festival, Artist Talks, and Senior Sing Along)
- 18 • Bountiful Historical Foundation  
19 \$7,500 (as recommended by staff)
- 20 • Centerpoint Legacy Theatre  
21 \$10,000 (compromise solution to be used for carpeting or other eligible expense)
- 22 • Joy Foundation  
23 \$16,200 (as recommended by staff)

24 A motion was made by Committee member Higginson to fund grants in the total amount of \$51,035  
25 as outlined in the staff report with adjustments noted above. The motion was seconded by  
26 Committee member Bradshaw. Committee members Bell, Higginson, and Bradshaw all voted aye.  
27 Motion was made by Committee member Bradshaw for the Committee to meet again for the purpose  
28 of reviewing the proposed guideline revisions and to recommend to full Council on grant amounts.  
29 Committee member Higginson seconded the motion. Committee members Bell, Higginson, and  
30 Bradshaw all voted aye.

### 31 **Golf Fund**

32 Brock Hill introduced Kent McComb, Golf Professional, and Thomas Rhoades, Course Superintendent.  
33 Fiscal year priorities were reviewed by Brock Hill and Kent McComb which included a greater focus on  
34 men’s and women’s associations among other priorities. The line-item budget highlights of the Golf  
35 Fund were discussed including a planned \$1.00 increase for nine-hole rounds and the same \$1.00

1 increase for nine-hole round cart rentals. All increases would be effective January 1, 2023. A  
2 discussion was held on the seasonality of golf operations and past practices of matching fee increases  
3 with the season for consistency. Reasons for the dollar changes in personnel services between budget  
4 years include the cost of living and related changes in such items as health insurance premiums.  
5 Operational expense increases include anticipated changes in prices for fertilizers and similar items.  
6 Due to changes in how the Bountiful Irrigation District charges large (2.5 acres +) parcels the City will  
7 pay more for water than previous years. Committee recommends further study on need for more  
8 adjustments in fees to address increasing operating costs. Also, the committee members requested a  
9 comparison of the City's fees with surrounding courses.

## 10 **Government Buildings Department**

11 Brock Hill introduced Bruce Sweeten, Building Maintenance Supervisor, and Bruce reviewed the  
12 department's fiscal year priorities. These priorities include:

- 13 • A focus on use of available supplies on hand to repair facilities to save on need to buy new  
14 items such as lighting and other building fixtures.
- 15 • Emphasis on training of staff to enhance use of Office365 for managing requests for service  
16 from departments.

17 An inquiry was made on the possibility of putting the firepits at Bountiful Town Square on a motion  
18 sensor. Bruce indicated that the firepit at the Ice Ribbon would be converted over to a switch, rather  
19 than the current handheld remote type of control, which would result in simplified operation for the  
20 Ice Ribbon staff.

## 21 **Cemetery Fund**

22 Geno Flanary, Cemetery Sexton, and Brock Hill, reviewed fiscal priorities with the Committee  
23 including:

- 24 • Reroofing of Cemetery Office.
- 25 • Plant 16 trees in Plat R (in the last windstorm 18 trees were lost)
- 26 • Add sprinkler line in Plat G adjacent to Cottonwood Street.

27 The line-item budget includes a \$50,000 increase in grave opening fees and a \$60,000 increase in plot  
28 sale revenue due to increased sales and a change in fees.. This is needed to help in a continuing effort  
29 to incentivize current and future availability of the existing cemetery spaces for residents since many  
30 non-residents are still purchasing lots. Changes in the budget within the personnel services category  
31 stem mostly from the 3% cost of living allowance and related items including a 4% medical insurance  
32 increase.

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2 **Parks Department**

3 Brock Hill reviewed fiscal year budget priorities of the Parks Department:

- 4 • Continued focus on Improving maintenance in the Parks.
- 5 • Assist with developing Washington Park and North Canyon Trailhead.
- 6 • Assist with Bountiful trail network.

7 The line-item budget changes for fiscal year 2022-2023 are mostly related to personnel services due  
 8 to the cost of living allowance of 3% and related accounts. Questions were asked about increases in  
 9 operation and maintenance categories and how seasonal hiring is looking now. Brock addressed the  
 10 trends for market increases in many of the consumable items in the budget and acknowledged the  
 11 effects of the difficult employee recruitment and retention environment noted by other departments.

12 **Trails Department**

13 Gary Hill reviewed the new Trails Department budget. Since fiscal year 2022-2023 will be the first  
 14 year of operations the budget categories and amounts listed are management’s best faith estimates.  
 15 The long-term capital plan for Trails was also reviewed with the committee, much of which will be  
 16 funded from an upcoming General Obligation Bond issue. There will also be some donated funds that  
 17 will be received for trails development over time.

18 **RAP Tax Fund**

19 Gary Hill reviewed the budget request for the RAP Tax Fund. Fiscal year priorities focus mostly on  
 20 reconstruction of pickleball courts at Twin Hollows Park in fiscal year 2022-2023. The long-term  
 21 capital plan outlines projects that are anticipated in the next few years of the remaining RAP Tax  
 22 authorization along with items planned if the RAP Tax authorization is renewed in 2026 by the voters.

23 **City-wide Financial Overview**

24 Gary Hill provided for the Committee a City-wide budget overview including an outline of the revenue  
 25 structure of the General Fund. Sales Tax increases over the last two fiscal years have come in at 15%  
 26 for fiscal year 2020-2021 and 12% in fiscal year 2021-2022 thus far compared to the prior reference  
 27 years. Current historically large increases in sales tax are not expected to be sustainable long-term so  
 28 staff is recommending a conservative budget to recognize that the revenue trend may not continue.  
 29 The budget includes a Cost-of-Living Allowance (COLA) of 3%; merit-based pay adjustments for eligible  
 30 employees; and market adjustments are included in a few departments like the Streets and Police  
 31 departments along with Department Heads positions. There is a 4% increase in the budget for health  
 32 insurance premiums due to combined renewal rates received from both health insurance carriers

1 used by the city. The city received notice recently of a change in how the Bountiful Irrigation District  
2 will charge large properties. This change will result in increased costs in the new fiscal year (total of  
3 \$132,000 citywide).

4 **Committee Action and Adjourn**

5 Committee member Bradshaw made a motion to approve the budget submissions of the Golf Fund,  
6 Government Buildings Department, Cemetery Fund, Parks Department, Trails Department and RAP  
7 Tax for Fiscal Year 2022-2023. The motion was seconded by Committee member Higginson.

8 The meeting adjourned at 5:00 p.m. by committee consent.