

1 **Minutes of the**
2 **Finance and Administration Committee Budget Meeting**

3 Bountiful City Hall Council Work Room
4 April 27, 2025 (8:00 a.m.)
5

6 Present:

7 Committee Members: Beth Child (Chair), Millie Segura Bahr, Richard Higginson
8 Other City Council Members: Kate Bradshaw, Dan Bell
9 City Manager: Gary Hill
10 Assistant City Manager: Tyson Beck
11 Department Personnel: David Burgoyne, Kevin McFadden, Mike Doxey,
12 Greg Martin, Dan Urban, Jessica Sims, Lloyd Cheney, Todd
13 Christensen, Brad Jeppsen
14

15 Official Notice of this meeting was given by posting an Agenda at Bountiful City Hall and on the
16 Bountiful City Website and the Utah Public Notice Website.
17

18 Committee chair Child opened the meeting at 8:00 a.m.. Committee chair Child asked Tyson Beck to
19 provide direction on the order of budget presentations. It was noted that voting by committee
20 members for approval of all budgets would be made at the end of the presentations.

21 **PRESENTATION OF BUDGETS**

22 Time was turned over to Gary Hill who began with a brief City-wide discussion over the budgeted 3%
23 cost-of-living adjustment and 2.5% increase in medical insurance, and that unless otherwise stated this
24 is the main reason for each department's budgeted increase in the personnel services section.

25 **Legislative Department**

26 Gary Hill continued with the Legislative department and mentioned that it includes the activities of the
27 elected body of the city. The department's fiscal year priority projects were outlined with a brief
28 discussion. There were only two changes in the operations and maintenance category. The first is the
29 reduction in election expenses due to 2027 being a non-election year. The second is an increase in the
30 budget for the concert series provided by the Bountiful Community Services Council. The City Council
31 gave direction that the concert series budget would be set at \$25,000, an increase from prior years,
32 with flexibility on the quantity of concerts based on sponsorships and donations received. The
33 department's capital projects plan for the fiscal year 2027 budget was outlined with a brief discussion.

34 **Executive Department**

35 Gary Hill outlined the structure of the department and covered the department's fiscal year priority
36 projects. The department's personnel services section includes a budgeted increase for the Assistant

1 City Manager position. This is a relocation of the position from the Finance budget where it had been
2 budgeted for many years. This is a relocation to better report the responsibilities of the position. The
3 operations and maintenance section also includes several increases for this budget change.

4 **Legal Department**

5 Brad Jeppsen outlined the department structure and department's fiscal year priority projects. The
6 division of responsibilities in the department were reviewed for the committee along with the overall
7 responsibilities of the department for civil and criminal cases. Budget line-item changes were outlined
8 in personnel services and operations and maintenance areas. Brad discussed that main cost of Legal's
9 operations and maintenance section is from prosecution fees based on judge appointed cases where
10 there is little to no control by the City.

11 **Liability Fund**

12 Brad Jeppsen outlined the department's fiscal year priority projects and the budget request of the fund.
13 The city is self-insured to \$500,000 with an excess insurance policy in place to cover claims over this
14 amount. Several open cases are being worked currently. The main cost of this fund comes from the
15 excess insurance policy and there is a slight increase to that budget line. Brad discussed that the claims
16 expense line is difficult to predict and can have large swings from year to year.

17 **Workers' Compensation Fund**

18 Brad Jeppsen outlined the department's fiscal year priority projects and the budget request of the fund.
19 The City is still working with Tristar Risk Management under a partially self-insured risk model for a
20 limited number of claims and has moved to a fully insured risk model with the Workers' Compensation
21 Fund of Utah for the majority of the claims. Jessica Sims provided additional oversights on how workers
22 compensation premiums are charged by job function within departments. These claims are another
23 challenging budget to estimate with significant swings between years. It was pointed out that there is
24 a \$49,000 budgeted decrease in premiums expense from the recent switch to Workers' Compensation
25 Fund of Utah.

26 **Human Resources Department**

27 Jessica Sims reviewed the Human Resources department's fiscal year priority projects. The personnel
28 services section includes the hiring of a new part-time payroll technician. This position request is to aid
29 in the additional workload in part from new requirements from the Utah Retirement Systems due to
30 their implementation of a new reporting software.

31 **Information Technology Department**

1 Greg Martin outlined the budget request from the Information Technology department, including
2 department responsibilities, and fiscal priorities. The department's operations and maintenance
3 categories do not have a budget increase.

4 A discussion was held about the possibility of including a new network infrastructure charge into the
5 South Davis Recreation District interlocal agreement where City staff provide I.T. services to the District.

6 Councilmember Bell inquired about a capital budget decrease to zero for the department. Greg
7 responded that all those capital expenditures are now being budgeted in the Computer Replacement
8 fund to better report the city-wide use of such equipment and software.

9 **Computer Replacement Fund**

10 Greg Martin reviewed the budget request of the Computer Replacement fund. This fund is used to
11 track and account for the replacement of software, network equipment, personal computers and
12 related hardware using a replacement schedule by category. IT staff has retooled their cost estimates
13 and decreased the amounts being charged out to the various departments, thus decreasing the fund's
14 revenue. This is offset by expense decreases throughout the other City departments. The ten-year
15 capital plan of the fund was also reviewed with committee members.

16 **Finance Department**

17 David Burgoyne reviewed the budget request from the Finance Department including a review of the
18 department fiscal year priorities. The budget for personnel services was reviewed. The large decrease
19 was discussed as the removal of the Assistant City Manager position from Finance and relocation to the
20 Executive department.

21 As for other budget categories, adjustments in operations and maintenance were made for computer
22 software and hardware costs from reclassifications in how the Information Technology Department is
23 allocating overall costs citywide. The capital request for fiscal year 2027 was reviewed.

24 **Engineering Department**

25 Lloyd Cheney reviewed the budget submission of the department and fiscal year 2027 priorities. A
26 discussion surrounding the replacement of the Mill Creek Reservoir took place. Key changes in the
27 department budget between the current budget year and fiscal year 2027 were highlighted including
28 decreases in Professional & Technical Services and Interest Expense from performance bonds. No
29 capital request is being made in the department for fiscal year 2027. Increases in Engineering fees
30 related to cash deposits for street damage were discussed.

31 **Planning Department**

1 Gary Hill excused the absence of Francisco Astorga and he outlined the budget request of the
2 department and reviewed the related fiscal year priorities. The budgeted personnel services have a
3 significant increase as the Planning Director position and part-time administrative assistant position are
4 now fully budgeted out of the Planning department. Previously these positions were being partially or
5 fully allocated to the Redevelopment Agency (RDA). These RDA responsibilities were realigned to be
6 under the Assistant City Manager position and thus the need to report their wages and benefits fully in
7 the Planning department.

8 **Debt Service Fund Budget**

9 Tyson Beck outlined the budget request of the debt service fund for fiscal year 2027. This fund accounts
10 for debt service on the general obligation debt of the city. The tax rate used to pay for this debt service
11 is adjusted annually to match the actual debt service due. A discussion was had that the tax rate is
12 adjusted each year to ensure we are not over collecting above the debt service requirements of the
13 bond.

14 **Cemetery Perpetual Care Fund**

15 Tyson Beck reviewed the budget request of the Cemetery Perpetual Care fund. This fund accounts for
16 future funding of maintenance for the cemetery after all operations have ceased. The income for this
17 fund is derived from lot sales and from interest income. Interest income was adjusted for fiscal year
18 2027 to better reflect the most currently available projections.

19 **Landfill Closure Fund**

20 Tyson Beck noted that this fund accounts for the amount needed to maintain the City landfill after its
21 eventual closure. The fund accumulates interest income on deposited amounts for that future closure
22 based on estimated life of the landfill. Funds for this landfill closure originated from a June 1990
23 settlement agreement between Bountiful City and several surrounding municipalities regarding the
24 former joint use Bay Area Refuse Disposal (BARD) landfill.

25 **Fiber Fund**

26 Tyson Beck and Gary Hill reviewed the budget request of the Fiber fund and its fiscal year 2027 priorities.
27 The construction phase for the project is substantially complete with essentially just customer
28 connections remaining. An original estimate of a 12% take rate at this point in the project was
29 anticipated from the proforma projections made by staff. The Fiber Fund has been utilizing Capital
30 Projects Fund reserves for debt service payments during the construction phase through an interfund
31 loan and this arrangement is approved to continue through the initial operational phase of the project.
32 A discussion was had about the projected customer total and take rate through fiscal year 2027. The
33 fund's budgeted capital expenses were discussed.

1 **Redevelopment Agency (RDA) Fund**

2 Gary Hill and Tyson Beck reviewed the budget request of the RDA fund and its fiscal year 2027 priorities.
3 Gary Hill provided a physical copy of an updated version of the RDA budget to the committee. The
4 budgeted personnel services have a decrease as the Planning Director position and part-time
5 administrative assistant position are now fully budgeted out of the Planning department. These
6 decreases were partially offset with an allocation of 30% of the Assistant City Manager position to the
7 RDA with a change in that position’s responsibilities. Changes between budget years in line items of the
8 RDA Operating Fund were discussed. The capital plan for fiscal year 2027 includes some design work for
9 the future project of Main Street infrastructure improvements along with a roof replacement for the
10 BDAC building.

11 **Committee Action and Adjourn**

12 Committee chair Child asked for a motion to approve the budgets presented. Committee member
13 Higginson made a motion for approval of all budgets presented, with the only change being the RDA
14 insert provided by Gary Hill in place of the printed version of the RDA budget. This motion was seconded
15 by Committee chair Child. Voting was unanimous with Committee member Higginson and Child voting
16 aye.

17 The meeting adjourned at 10:15 a.m. with the unanimous consent of the committee members.

18

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

3 Bountiful City Hall, Council Work Room
4 April 27, 2026 (4:00 p.m.)
5

6 Present:

7 Committee Members: Kate Bradshaw (chair), Dan Bell, Beth Child
8 City Council Member: Richard Higginson
9 City Manager: Gary Hill
10 Assistant City Manager: Tyson Beck
11 Department Personnel: Brock Hill, Lloyd Cheney, Todd Christensen, Thomas
12 Rhoades, Chris Stover, Paul (Geno) Flanary, Jessica Sims,
13 David Burgoyne
14

15 Official Notice of this meeting was given by posting an Agenda at Bountiful City Hall and on the Bountiful
16 City Website and the Utah Public Notice Website.
17

18 Committee chair Kate Bradshaw called the meeting to order at 4:03 p.m. and welcomed those in
19 attendance. Committee chair Bradshaw provided an overview of the budget process of the city along
20 with planned meetings. This meeting is held for the purpose of recommending actions to the full City
21 Council. It was noted that voting on all budget submissions would take place at the conclusion of
22 presentations.

23 **PRESENTATION OF BUDGETS**

24 **Cemetery Fund**

25 Lloyd Cheney, Brock Hill, and Geno Flanary reviewed fiscal priorities for the upcoming budget year.

26 Budget line-item changes for fiscal year 2027 were reviewed along with a capital request for an
27 expansion of the healing garden and a project to remove Pine road at the cemetery.

28 **RAP Tax Grant Applications**

29 Committee Chair Bradshaw reviewed with the committee a RAP Tax grant overview of the fiscal year
30 2027 funding requests and available funding for grants. It was noted that the city received a total of
31 \$155,435 in requests for grant funding. The fiscal year 2027 only has \$87,000 in available funding to
32 balance against these requests leaving a deficit of nearly \$68,435 between requests and funding
33 availability. Key points from the RAP Tax Grant Guidelines document were discussed.

34 Gary Hill led a discussion on several elements of some of the RAP Tax grant applications that were
35 ineligible under the guidelines. The grant application from Bountiful City Music in the Park Concerts was
36 also deemed ineligible as it is not a separate organization from the City.

1 The decision of the final funding of grants would not be made today. A sub-committee was formed with
2 City staff, Committee Chair Bradshaw, and Committee Member Child. This sub-committee would
3 provide a final recommendation of grant funding and adoption in June by the full City Council.

4 **Golf Fund**

5 Thomas Rhoades and Chris Stover discussed the fiscal year priorities for the course. Chris stated they
6 are proposing a green fee increase of \$2 (nine holes) and \$4 (18 holes) beginning in January 2027.
7 Committee Member Bell inquired about our rates compared to other municipal courses. Chris replied
8 that it is safe to say we are lower than the average. A discussion was had about the desire to begin
9 setting aside funds for a potential remodel or reconstruction of the clubhouse.

10 No significant changes in operations and maintenance categories are proposed with this budget. The
11 capital requests of the fund were also reviewed with the committee.

12 **Government Buildings Department**

13 Brock Hill was asked to review the budget request and overall aspects of the department along with
14 fiscal year priorities. No significant changes from the prior year are proposed in the budget other than
15 the personnel services budget decreased due to the retirement of Bruce Sweeten and the hiring of Alen
16 Ljubijankic. Brock also led a discussion on the department's capital budget.

17 **Parks Department**

18 Brock Hill reviewed the fiscal year 2027 budget request of the Parks Department along with its priorities.
19 The department is requesting in this budget three new full-time positions and a new part-time seasonal
20 crew. A discussion was held regarding the expansion of recreation properties in the city and the
21 corresponding workload for department employees. Budget line-items were reviewed along with the
22 capital requests of the department which include a new equipment for the new maintenance crew and
23 work on the department's greenhouse.

24 A question was raised and a discussion was held regarding the length and quality of the city's 24th of
25 July firework show. The committee recommended that the amount budgeted in the Park's department
26 be revisited to ensure a quality firework show is held.

27 **Trails Department**

28 Brock Hill reviewed fiscal year priorities of the department including work with the Forest Service to
29 obtain the necessary National Environmental Policy Act (NEPA) approvals for projects. Line-items in the
30 budget were reviewed with the committee including a discussion of capital plans.

31 **Recreation, Arts and Parks (RAP) Tax Fund –**

1 Gary Hill reviewed the fund priorities and major projects for Fiscal Year 2027. Line items of the budget
2 were reviewed with reference to RAP tax funding and how it is used per council guidelines. The current
3 RAP Tax authorization that began in April 2026 allowed for 75% of funds to be allocated to fund existing
4 City park infrastructure, 5% for public art, 5% for grants, and 10% for trails.

5 **Committee Action and Adjourn**

6 Committee member Bell made a motion to approve the budget submissions. The motion was seconded
7 by Committee member Child. Voting was unanimous with Committee member Bell, Bradshaw, and
8 Child voting aye.

9 Committee member Bell made a motion to adjourn with a second by Committee member Child. Voting
10 was unanimous with Committee member Bell, Bradshaw, and Child voting aye. The meeting adjourned
11 at 6:10 p.m.

PENDING

1 **Minutes of the**
2 **Power Committee Budget Review Meeting**
3 **(Joint Meeting with Power Commission)**

4 Bountiful City Power Department
5 April 28, 2026 (8:00 a.m.)
6

7 Present:

8 Committee Members:	Richard Higginson (Chair), Kate Bradshaw, Dan Bell
9 Council Members:	Beth Child
10 Power Commissioners	Susan Becker (Chair), Matthew Myers, David Irvine
11 City Manager:	Gary Hill
12 Assistant City Manager:	Tyson Beck
13 Department Personnel:	Allen Johnson, Alan Farnes, Jess Pearce, 14 Tyrone Hansen, Luke Veigel, Nancy Lawrence, 15 Jessica Sims, 16

17 Official Notice of this meeting was given by posting an Agenda at Bountiful City Hall and on the Bountiful
18 City Website and the Utah Public Notice Website.
19

20 Power Commission chair Susan Becker called the meeting to order at 8:00 a.m. and she welcomed those
21 in attendance.

22 **PRESENTATION OF BUDGET**

23 The meeting was turned over to Tyrone Hansen, Light & Power Department Accountant, to review key
24 points of the power system and budget request via PowerPoint presentation.

25 Budget highlights for the Fiscal Year 2027 were presented as follows:

- 26 • Overall budget for adoption of \$43,080,097
- 27 • 4% increase in power rates
- 28 • 4% Feed-in-tariff increase in power rates
- 29 • Solar Net Metering buy back rate reduced from \$0.07 to \$.065
- 30 • The annual Pole attachment fee increased from \$15 to \$16

31 Major Roles and Critical Functions were outlined as follows:

- 32 • Ensure the safety of everyone that interacts with the electrical system.
- 33 • Buy and generate electricity at economical prices.
- 34 • Deliver reliable electricity to residential, commercial, and industrial customers.

35 Department Description:

- 1 • Services are provided to 17,400 total customers (15,744 residential; 1,655 commercial; 1
- 2 industrial)
- 3 • 24-hour operation
- 4 • Staffing:
 - 5 ○ Substation Technicians (6 substations)
 - 6 ▪ Hydro Inspection and Maintenance (2 hydros – Echo and Pineview)
 - 7 ▪ Traffic Controller Maintenance (15 city-owned controllers)
 - 8 ▪ SCADA maintenance
 - 9 ○ Line Crews
 - 10 ▪ Outage and system damage
 - 11 ▪ Capital Improvement Projects
 - 12 ▪ System maintenance
 - 13 ▪ Support of city events
 - 14 ○ Tree Crews
 - 15 ▪ Manage the 3-year vegetation management cycle
 - 16 ○ Engineer and Power System Planners
 - 17 ▪ Design projects
 - 18 ▪ Blue Staking
 - 19 ▪ Update of GIS and system records
 - 20 ▪ Monitor pole attachments
 - 21 ▪ Work with customers and contractors
 - 22 ○ Metering Technicians
 - 23 ▪ Gather meter readings monthly
 - 24 ▪ Respond to customer inquiries and billing concerns
 - 25 ▪ Approving new solar and battery installations
 - 26 ▪ Audit meter operations
 - 27 ▪ Complete customer connects and disconnects
 - 28 ▪ Maintain school crossing flashers
 - 29 ○ Office Staff
 - 30 ▪ Handle overall customer relations
 - 31 ▪ Coordinate building maintenance
 - 32 ▪ Maintain records and accounting
 - 33 ▪ Prepare financial reports
 - 34 ▪ Inventory management and purchasing
 - 35 ○ Safety Director
 - 36 ▪ Organizes monthly safety and training meetings
 - 37 ▪ Places orders for personal protective equipment
 - 38 ▪ Processes system damage claims

1 ○ On Call staff with a 30-minute response time

2 The electrical system includes:

- 3 • 6 substations
- 4 • 42 miles of 46KV transmission lines
- 5 • 90 miles of 15KV overhead distribution lines
- 6 • 135 miles of 15KV underground distribution lines
- 7 • 75 miles of street light circuits

8 Resource List:

- 9 • Colorado River Storage Project
- 10 • Intermountain Power Project
- 11 • Natural Gas Fired Power Plant
- 12 • Hydroelectric projects at Echo and Pineview reservoirs
- 13 • Red Mesa and Steel Solar projects
- 14 • Contracts from industry suppliers

15 Fiscal Year 2027 Priorities:

- 16 • Upgrade of feeders #573
- 17 • Replacement & updated of Echo Hydro control systems
- 18 • Relocate transmission and distribution lines for UDOT I-15 expansion
- 19 • Continue replacing insulators on the Echo Hydro transmission line
- 20 • Acquiring power resources to stabilize the cost of power and increase green and carbon-free
- 21 resources

22 Jesse Pearce was asked to provide information on field operations for the department:

- 23 • Over 8 years with no lost time accidents
- 24 • 70,000+ hours worked per year
- 25 • National awards from Intermountain Power Superintendents and American Public Power
- 26 Association national award
- 27 • Outage restoration statistics were presented graphically from fiscal years 2017 through 2025
- 28 with a five-year average system reliability rate of .9999985%
- 29 • Distribution pole replacements data was presented including mention of 2,488 poles being
- 30 replaced out of a total of 4,938 in the system since the year 2000. An average of 126 poles are
- 31 replaced per year which equates to a 50-year replacement cycle.

- 1 • The department’s underground system includes 1,293,500 feet of cable (18,000 feet of cable is
2 replaced or added per year on average). All the new jacketed cable comes with a 40-year
3 warranty but can be expected to have up to an 80-year life.
- 4 • Tree trimming – 4,322 trees worked per year on average (1 in-house and 2 contracted crews)
- 5 • Supply chain delivery delays and wire price increases were cited with up to 60%+ price increase
6 since the year 2021.

7 Luke Veigel was asked to review the capital requests for Fiscal Year 2027:

- 8 • Total capital request is \$4,139,097. Various power line projects were discussed in detail but the
9 largest was the \$1,375,000 to cover the control replacement project at Echo Hydro.

10 Tyrone reviewed the needs behind the requested 4% rate increase. He discussed current power
11 resources and the load/energy demands of the City. He also discussed the “Day Ahead Market” and
12 “Energy Day Ahead Market” (EDAM) that are requirements beginning May 1, 2026. These will require
13 that Bountiful Power must have at its daily disposal 109% of its anticipated power demand. These new
14 requirements will change how Bountiful Power has traditionally purchased power as at times they will
15 have to buy blocks of power in excess of what is actually required by residents. Staff is estimating that
16 this new requirement will be the largest contributor to the almost \$3 million budgeted increase to
17 power costs for fiscal year 2027.

18 Tyrone led a discussion regarding the city’s Colorado River Storage Project (CRSP) and the concerning
19 water levels at Lake Powell due to the drought. The projected reduction in hydro generation from CRSP
20 is also a factor, along with EDAM, for the proposed 4% rate increase for fiscal year 2027. Even with the
21 4% increase it is projected that approximately \$1.5 million will be needed from reserves/retained
22 earnings

23 The meeting concluded with a summary of the budget request which included:

- 24 • 4% metered electric rate increase
- 25 • 4% Feed-in-tariff rate increase
- 26 • Net Metering buy back rate reduction from \$0.07 to \$.0065
- 27 • Operating revenue of \$38,342,032 up by \$2,293,989
- 28 • Even with the 4% rate increase we will still be lower than Rocky Mountain Power rates
- 29 • Personnel Services costs at \$6,933,685 up by \$359,140
 - 30 ○ This budget includes one additional full-time substation technician
 - 31 ○ 38 full-time and 4 part-time total employees
- 32 • Operations and Maintenance costs at \$28,552,019 up by \$3,023,927
- 33 • A transfer to the General Fund of \$3,291,424
- 34 • A total of \$49,409,097 in planned capital expenses (at 2026-dollar values) in the next 10 years

- 1 • \$43,080,097 total proposed budget for Fiscal Year 2027

2 Power cash reserves were discussed and a cash projection schedule was presented by Tyrone based on
3 future estimated operations and the 10-year capital plan.

4 Councilman Bell asked Allen Johnson to explain the rationale behind the proposed 4% rate increase
5 when it is projected that reserves will be needed to balance the budget. Allen explained that originally
6 when they were considering the new requirements for EDAM, increased operating expenses, and
7 capital needs, a 9% increase seemed warranted. It was ultimately decided that due to this being the
8 first full fiscal year of EDAM and that the Power Fund has enough reserves to absorb some hit, a 4%
9 increase is a reasonable increase. Councilman Higginson asked if 4% was enough. Allen responded that
10 with the use of potentially \$1.5 million in reserves it should be enough. This will also allow us to gain
11 insight from the first year of EDAM and adjust as needed with that additional experience. David Irvine
12 asked if a 5% might be a safer increase. Gary Hill responded that 4% allows us to remain under the Rocky
13 Mountain Power/Pacific Corp rate and still be okay with the financial status of the fund.

14 Following the discussions, Power Commission chair Susan Becker called for a motion to approve the
15 Fiscal Year 2027 budget request with all items as outlined. Commissioner Irvine motioned to approve
16 the budget with a 5% increase (also Feed-in-tariff) and Commissioner Myers seconded the motion.
17 Commissioner Becker vote nay on that motion and Commissioner Higginson put forth a new motion at
18 the original 4% rate increase. That was seconded by Commissioner Myers and all commissioners voted
19 aye.

20 Council Committee Member Bradshaw made a motion to accept that Power Commission
21 recommendation at the 4% rate. That motion was seconded by Committee Member Bell. All on the
22 Power Budget Committee voted unanimously aye (Higginson, Bradshaw, and Bell).

23 The budget review portion of the meeting adjourned at 10:29 a.m. by consent of the Power
24 Commissioners and City Council Budget Committee members.

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

3 Bountiful City Streets Department
4 May 5, 2026 (2:00 p.m.)
5

6 Present:

7 Committee Members: Dan Bell (Chair), Richard Higginson, Matt Murri
8 Elected Officials present: Beth Child and Kate Bradshaw
9 City Manager: Gary Hill
10 Assistant City Manager: Tyson Beck
11 Department Personnel: Charles Benson, Scott Redding, Damian Izatt,
12 Anjela Blazer, Lloyd Cheney, Kraig Christensen,
13 Jessica Sims, Angel Pineda, Brett Leatham
14

15 Official Notice of this meeting was given by posting an Agenda at Bountiful City Hall and on the Bountiful
16 City Website and the Utah Public Notice Website.
17

18 Committee chair Bell called the meeting to order at 2:00 p.m. and welcomed those in attendance.
19 Charles Benson was asked to review budget requests with the committee.

20 **PRESENTATION OF BUDGETS**

21 **Overview of Department Operations**

22 A slide presentation was shown for those present to overview the various department functions within
23 Streets, Storm Water, and the Sanitation (Refuse Collection, Recycling, and Landfill departments).

24 Road safety and Snow Removal operations:

- 25 • Drivers utilize updated equipment and plows to remove snow, ice, and apply road salt on
26 scheduled routes throughout the city
- 27 • Pre-Brine applications are used as pre-treatment before storms (if within the right weather and
28 pavement conditions) and pre-wet treatment during plowing operations with salt to improve
29 effectiveness of salt application and more rapid clearing of pavement areas.
- 30 • Street signs and marking
- 31 • Vehicle Fueling and Maintenance:
 - 32 ▪ Unleaded, DEF and Diesel for City departments; South Davis Metro Fire; South Davis
33 Recreation District.
 - 34 ▪ Mobile and in-shop service is provided for City departments and South Davis Metro Fire (500
35 total vehicles and heavy equipment)

36 Special Clean-up:

- 1 • Spring and Fall special curbside collection
- 2 • Household hazardous waste collection

3 Road Work:

- 4 • Reconstruction
- 5 • Resurfacing
- 6 • Road Preservation – Slurry, sealants
- 7 • Repairs
- 8 • Paving of parking lots

9 Assistance to other departments (including graffiti removal; hauling of equipment)

10 **Street Department**

11 Charles Benson reviewed the fiscal year priorities and line-item budget for Fiscal Year 2027 in the Street
12 Department.

13
14 Fiscal Priorities were outlined:

- 15 • Road reconstruction on 800 East – 500 S. to 400 N. & sidewalk reconstruction at 1970 E. Maple
16 Ridge Dr.
- 17 • Road overlays (5.1 miles)
- 18 • Pavement preservation (16 miles of slurry seal)
- 19 • Road repairs due to water lines and utilities replacement
- 20 • Purchase of road paver and skid loader

21 Review of personnel services changes – mostly due to cost of living, and health insurance changes. The
22 capital request is increased due to additional road reconstruction and reduced for equipment needing
23 replacement.

24 **Storm Water Fund**

25 An overview of the Storm Water Fund was provided by Charles Benson including a slide presentation
26 illustrating work completed in various areas of the city along with typical issues experienced.

27 It was noted that the county maintains creek channels while the city has charge over the storm water
28 system which includes 73 miles of storm drains. Repairs have, to the extent possible, been completed
29 through use of sleeves inserted in the existing pipes to save costs and disruption of digging up
30 infrastructure for repair.

1 Fiscal Year Priorities were reviewed:

- 2 • Storm drain replacements at Edgehill Dr.
- 3 • Storm drain extension at 3400 S.
- 4 • Storm Drain install on 1800 S.
- 5 • Replacement of waterways at various locations

6 Changes in the budget were reviewed including personnel services and operations and maintenance
7 categories for system maintenance needs. The performance measures were reviewed along with
8 capital requests.

9 **Sanitation Fund (Refuse Collection Department)**

10 Charles Benson provided an overview of the Refuse Collection department, a part of the overall
11 Sanitation Fund.

12 The Fund provides an annual Hazardous Waste cleanup event as well as a Spring and Fall Special cleanup
13 event. The most recent Hazardous Waste event served 944 residents with a cost of \$187,350 for the
14 event. Charles Benson provided a brief review of changes in personnel services and selected operations
15 and maintenance categories to explain variances and answer questions.

16 The budget includes an increase of \$2 per can (from \$8 to \$10 per month). Also adding an internal
17 charge for the refuse collection trucks as they are dumping at the landfill. Previously the departments
18 of Sanitation and Landfill would split a portion of the per-can revenue.

19 Chair Bell asked a question about increasing rates when the budget is showing a net addition to net
20 position. Charles mentioned that this is an effort to ensure the long-term health of the fund and limit a
21 need to have large rate increases down the road. The last increase in rates was in fiscal year 2025.
22 Charles presented a schedule showing our per can rate compared to some other municipalities.

23 **Sanitation Fund (Recycling Department)**

24 Charles Benson reviewed the operations of the Recycling Department and addressed questions from
25 the committee members. Costs of recycling are affected by the quality of recyclables delivered to
26 recycling companies along with the overriding market condition for recycled materials. These factors
27 both affect the processing cost paid by the city. It was noted that recyclables are not to be bagged
28 before they are placed in the collection carts as these bagged materials will not be accepted by the
29 recycling company but are landfilled by them instead. Charles noted that the city is currently diverting
30 up to 9.8% of collected material from the Landfill with the recycling program, thus extending the useful
31 life of the Landfill. Glass recycling is handled by a separate company not associated with the city that
32 offers this service on subscription to interested residents.

1 This budget includes a rate increase proposed from \$4 to \$5 per can. A brief discussion was held
2 regarding the operational need driving the proposed increase.

3 A brief review of changes in the personnel services and operations and maintenance categories was
4 provided to the committee.

5 **Sanitation Fund (Landfill Department)**

6 Charles Benson presented a series of slides to show operations and key indicators for department
7 activities. Mattresses, refrigerators, are recycled and freon is removed from the refrigerators.

8 Fiscal year priorities were discussed along with changes in budget categories between the current year
9 and fiscal year 2027. Capital request includes a request for a loader purchase and work on storm water
10 basin expansion.

11 The budget includes a fee increase from \$5 to \$7 per residential load being dumped. It also includes the
12 \$85,000 in projected revenue for the internal charge of the refuse trucks dumping at the landfill.

13 In fiscal year 2027 the department will begin imposing the State-mandated fee for
14 unsecured/uncovered loads arriving at the Landfill. This will be a \$10 per load fee with \$5 being remitted
15 to the State and \$5 retained by the city.

16 A brief discussion was held regarding a potential refuse transfer station that would be in partnership
17 with Wasatch Integrated Waste Management District.

18 **Committee Action and Adjourn**

19 Committee member Higginson made a motion to accept the tentative budget of the Streets, Storm
20 Water, Sanitation Fund (Refuse Collection, Recycling and Landfill departments), as presented, and to
21 send these budgets to the full City Council for approval. Committee member Murri seconded the
22 motion. Voting was unanimous with Committee members, Murri, Bell, and Higginson voting "aye".

23 The meeting adjourned at 3:24 p.m. on a motion of Committee member Bell and a second from
24 Committee member Murri. Voting was unanimous with Committee members Murri, Bell, and Higginson
25 voting "aye".

1 **Minutes of the**
2 **Public Safety Committee Budget Review Meeting**

3 Bountiful City Public Safety Building

4 May 5, 2026 (4:00 p.m.)
5

6 Present:

7 Committee Members: Matt Murri (Chair), Kate Bradshaw, Millie Bahr
8 Council Members Present: Richard Higginson, Beth Child, Dan Bell
9 City Manager: Gary Hill
10 Assistant City Manager: Tyson Beck
11 Police Department Staff: Ed Biehler, David Gill, Mike Sheldon, Priscilla Ipina,
12 Amy Waldron, Meg Wade, Haden Nelson
13 Other City Staff: Jessica Sims
14 South Davis Metro Fire Agency: Jeff Larson, Jessica Hardy, Hunter Stone
15

16 Official Notice of this meeting was given by posting an Agenda at Bountiful City Hall and on the Bountiful
17 City Website and the Utah Public Notice Website.
18

19 Committee chair Murri called the meeting to order at 4:01 p.m., welcomed those in attendance.

20 **PRESENTATION OF SOUTH DAVIS METRO FIRE AGENCY BUDGET**

21 Gary Hill opened by providing an overview for the origin of the South Davis Metro Fire Agency formed
22 by a combination of the former South Davis Fire agency and Bountiful City Fire. Additional information
23 was provided on how the Agency is funded and staffed.

24 3% increase in member assessments over the current year assessment and South Davis Fire is proposing
25 a property tax increase. Gary mentioned that the increases are to help cover a new Deputy Director
26 position and moving a part-time inspector to full-time. Discussion was had as to why the new full-time
27 position is being proposed.

28 A discussion was also had about how the District calculates the assessment. Gary responded that it is
29 based on each City's assessed value.

30 Following discussion, committee member Bahr made a motion to accept the tentative budget
31 submission of the South Davis Metro Fire Agency and forward this recommendation to the full Council
32 for adoption as presented. Committee member Bradshaw seconded the motion. Voting was unanimous
33 with Committee members Bahr, Murri, and Bradshaw voting "aye".

34 **PRESENTATION OF POLICE DEPARTMENT BUDGET**

1 Chief Ed Biehler asked staff members from the Police Department to introduce themselves and then he
2 reviewed a slide presentation to introduce the department operations and fiscal year 2027 budget
3 request. A discussion was held about the department's fiscal year priorities.

4 It was noted that personnel services changes resulted from a combination of a cost of living 2.5% COLA,
5 health insurance changes, and salary adjustments from merits (45 employees eligible for a potential 5%
6 increase).

7 Operations and maintenance categories increased in various line items including building/ground
8 maintenance and insurance. Decreases in computer software and hardware were discussed based on
9 the patrol division using a single laptop computer instead of both a office computer and a vehicle laptop.
10 The capital request of the department is largely based on planned vehicle replacements and building
11 component needs.

12 Several crime and general policing statistics were reviewed for the committee with a slide presentation.
13 Chief Biehler described that the stats are fairly consistent over the past several years. Further statistics
14 included a review of calls for service. Both non-emergency and emergency rose by 32% from 2024 to
15 2025. Chief Biehler explained that this is due to 2025 being the first full year of having Farmington and
16 Kaysville in our dispatch area.

17 A discussion was held regarding a new A.I. software (Hyper) being implemented for non-emergency
18 calls. Amy Waldron discussed that so far the initial implementation has been successful and that the
19 software is likely to begin taking live calls in about a month.

20 Lieutenant David Gill led a topic of drone use and capabilities within the department. Some questions
21 were asked about how many officers are drone certified. Lieutenant Gill mentioned they usually have
22 2 or 3 on each shift that can operate them.

23 Lieutenant Mike Sheldon led a discussion on the department's use of License Plate Readers (LPR).

24 Chief Biehler gave a brief discussion on the department's School Resource Officers (SRO). The
25 department has SRO presence, either full-time or part-time, at all 14 schools in Bountiful. Funding for
26 SRO's is in partnership with Davis School District.

27 A question was raised about case expungements. Lieutenant Sheldon discussed the necessary process
28 of expungement of cases.

29 A question was raised about the department's training budget and if the proposed budget was
30 sufficient. Ed mentioned that they do in-house trainings to save money and they feel like they have
31 what they need to pay for their needed training.

1 Following discussion, committee member Bradshaw made a motion to accept the tentative budget
2 submission of the Bountiful City Police Department and forward this recommendation to the full Council
3 for adoption as presented. Committee member Bahr seconded the motion. Voting was unanimous
4 with Committee members Murri, Bradshaw, and Bahr voting “aye”.

5 The meeting adjourned at 5:30 p.m. on a motion made by committee member Bahr and seconded by
6 committee member Bradshaw. Voting was unanimous with Committee members Murri, Bahr and
7 Bradshaw voting “aye”.

PENDING

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36

Minutes of the Water Committee Budget Review Meeting

Bountiful City Water Department
May 6, 2026 (4:30 p.m.)

Present:

Committee Members:	Millie Bahr (Chair), Matt Murri, Beth Child
Council Members:	Dan Bell
City Manager:	Gary Hill
Assistant City Manager:	Tyson Beck
Other City Department Staff:	Kraig Christensen, Gerald Wilson, Tracy Hatch, Lloyd Cheney, Todd Christensen, Jessica Sims,

Official Notice of this meeting was given by posting an Agenda at Bountiful City Hall and on the Bountiful City Website and the Utah Public Notice Website.

Committee chair Matt Murri called the meeting to order at 4:31 p.m. and welcomed those in attendance.

PRESENTATION OF BUDGET

Kraig Christensen, Water Department Director, presented an overview of the Water Department operations along with the Major Roles and Critical Functions of the department. A slide presentation showed some projects that the staff has worked on for illustration of work products. The major roles and critical functions of the Water Department were discussed by Kraig.

Major Roles and Functions:

- Deliver the best quality water that meets industry standards
- Quick response to calls
- Maintain the city water system infrastructure
- Maintain all facilities
- Open communication with residents

Fiscal Year Priorities for Fiscal Year 2027 include:

- LCRI (Lead and Copper rule improvements) service line inventory compliance
- Main line pipe replacement
- Improve Cross Connection program – ensure no cross connections between culinary and secondary sources develop in the system
- Water conservation
- Millcreek reservoir replacement – Phase 1

1 Kraig discussed the department's performance measures.

2 Operational budget highlights were reviewed with the Committee. Metered water sales are expected
3 to increase in fiscal year 2027 due to a proposed 3% increase in water rates and some natural growth
4 in usage. Changes in personnel services are due to the 3% cost of living allowance and a 2.5% change
5 in health insurance premiums along with merit increases for employees that qualify. Operations and
6 maintenance category changes were reviewed.

7 A discussion was held about what water is purchased by the department. For FY2027 it is anticipated
8 that the Weber Basin water purchase will increase in cost by \$19,000.

9 Lloyd Cheney led a brief explanation of the \$1.7 million Federal funding we were awarded through
10 Representative Celeste Maloy's office to replace our Millcreek culinary water reservoir. Lloyd discussed
11 the many steps that are required to be fully awarded for this grant by the Federal government. Lloyd
12 explained that this Federal grant represents a little less than half of the full cost, so the 3% rate increase
13 built into the budget along with annual 5% increases for several years to help with the remaining costs.
14 The project will be replacing one reservoir with two 1.5-million-gallon reservoirs.

15 A question was raised about when the last rate increases were for the department. Lloyd responded
16 that fiscal year (FY) 2023 increased 5%, FY25 increased 2%, FY26 increased 20%, and the proposed 3%
17 increase in FY27. Gary Hill added that these increases are being driven by the significant need to replace
18 end-of-lifecycle culinary water reservoirs.

19 Lloyd Cheney and Kraig Christensen reviewed graphs reflecting water revenue trends in both the base
20 rate and overage categories. It was noted that the overage category is the most difficult to forecast
21 due to water conservation efforts, weather patterns, and customer perception and demand.

22 A transition was then made to display a separate forecasting model developed by the City Engineer.
23 This model was designed by the former City Engineer to reflect the impact of revenues and expenses
24 on the fund balance of the Water Fund utilizing both historical financial data as well as reasonable
25 projections. Projections are based on conservative estimates for such items as construction costs,
26 inflation, and related factors. The graphical output of the model has the appearance of a roller coaster
27 when trends are viewed over a selection of years. These trends help in forecasting future infrastructure
28 needs, and necessary rate increases to support the expense needs of the Water Fund. The forecast calls
29 for ongoing 5% annual increase to take care of operating and capital needs.

30 Lloyd also expressed a desire to soon revisit how our tiered rate structure treats water use. Lloyd
31 explained our top tier is significantly higher than the majority of Davis County municipalities and most
32 of them only have three tiers while we have five. Lloyd will bring any recommended changes back to
33 the Council in a coming budget cycle.

1 Kraig showed a map illustrating that ~40% of the City's waterlines have been replaced since the year
2 2000.

3 With no further comments or questions raised, Committee member Murri made a motion to accept the
4 tentative budget of the Water fund, as presented, and send a budget recommendation to the full city
5 council for approval. Committee member Child seconded the motion. Voting was unanimous with
6 Committee members Murri, Child, and Bahr voting "aye".

7 The meeting adjourned at 6:08 p.m. on a motion made by Committee member Child and seconded by
8 Committee member Murri. Voting was unanimous with Committee members Murri, Child, and Bahr
9 voting "aye".

PENDING