

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

3 Bountiful City Public Safety Building  
4 April 11, 2023 (4:00 p.m.)  
5

6 Present:

7 Committee Members: Kate Bradshaw (Chair), Jesse Bell, Cecilee Price-Huish  
8 Other Council Members: Kendalyn Harris, Richard Higginson  
9 City Manager: Gary Hill  
10 Assistant City Manager: Galen Rasmussen  
11 Police Department Staff: Ed Biehler, Dave Edwards, David Gill, Andrew Smith  
12 Kathy Lovoi, Megan Hayes-Carter, Chris Young,  
13 Ryan Sanborn  
14 South Davis Metro Fire Staff: Dane Stone  
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 Journal,  
18 Standard Examiner, and on the Utah Public Notice Website.  
19

20 Committee chair Kate Bradshaw called the meeting to order at 4:03 p.m., welcomed those in  
21 attendance.

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

23 Gary Hill and Chief Dane Stone provided an overview of South Davis Metro Fire Agency operations and  
24 issues through use of a slide presentation. The Fire Agency was formed in 2005 through a merger of  
25 the Bountiful City Fire Department and South Davis Fire Agency. In 2017 the Agency was established  
26 as a taxing entity and used this medium, in part, to refinance existing debt of the then interlocal  
27 agency. Bountiful City's participation in the original debt structure was through donation of assets to  
28 the new entity. New debt issued under the taxing entity was used for construction of the Centerville  
29 fire station, purchase of fire engines and hiring of new full-time equivalent employees. The tax levy  
30 was established as a general levy and not solely for debt service.

31 The Fire Agency is governed by a board comprised of Mayors and a County representative with an  
32 administrative committee comprised of city managers in the Agency's boundaries. There are three  
33 primary sources of revenue in the Fiscal Year 2023-2024 Fire Agency Budget:

- 34 • Member Assessments, \$7 million
  - 35 ○ Bountiful was originally 42% of the assessment but is now 39%
- 36 • Property Tax, \$6.6 million
- 37 • Ambulance Revenue, \$3.1 million

1 The Fire Agency Fiscal Year 2024 budget presentation to the administrative committee included no  
2 new revenue; a natural increase of \$500,000 to \$600,000 in expenses; and a starting \$500,000 deficit.

3 Recommendations submitted to the administrative committee included:

- 4 • Pay Scale adjustment (\$170,000)
- 5 • COLA of 5% (\$493,000)
- 6 • Shift Coverage (\$100,000)

7 Outcomes from the budget process:

- 8 • Operating Deficit - \$46,985
- 9 • Property Operating Deficit - \$331,332
- 10 • To balance the budget request:
  - 11 ○ Property Tax increase of 8% and
  - 12 ○ Member Assessment increase 11%
  - 13 OR
  - 14 ○ Alternative of Property Tax 15% and
  - 15 ○ Alternative of Member Assessment 5%

16 Bountiful City's assessment is not yet known but is budgeted at \$2,693,725 for Fiscal Year 2023-2024.

17 Committee member Price-Huish made a motion to accept the tentative budget submission for the  
18 assessment from the South Davis Metro Fire Agency and forwards this recommendation to the full  
19 Council as presented. Committee member Bell seconded the motion. Voting was unanimous with  
20 Committee members Bradshaw, Bell, and Price-Huish voting "aye".

## 21 **PRESENTATION OF POLICE DEPARTMENT BUDGET**

22 Chief Ed Biehler provided an introduction of Police staff and then delivered an overview of  
23 department operations and a description of the process of budget development which includes an  
24 internal budget committee. Additionally, a handout was distributed showing Police statistics for 2020  
25 through 2022.

26 Fiscal Year Priorities were outlined as noted in the Tentative Budget and performance measures were  
27 explained. Major changes in the line-item budget were outlined including the inclusion of merit  
28 increases, 5% COLA, and changes in the health insurance premiums.

29 Operations and Maintenance categories included changes in the Terminal Maintenance and Queries  
30 line item which will decline in the final budget by about \$8,000 due to a lower invoice total being  
31 received for the new service to be used in managing body and car camera footage.

1 The Animal Control Services cost line-item has been removed and there are reductions in costs from  
2 the Streets Department under the Fuel and Oil line-item.

3 Capital expenditures (total of \$871,167) include purchase of replacement patrol vehicles (some SUVs  
4 are being purchased in addition to passenger vehicles); restroom improvements in the building;  
5 replacement portable radios (\$114,000 will be reimbursed through grant funds); and HVAC controls  
6 replacement.

7 Bountiful Police Statistics for 2020 to 2022 were reviewed with the committee with particular focus  
8 on a comparison of 2021 to 2022. The Chief noted that statistics can show large percentage changes  
9 between years which are often due to low numbers in each of the years and the mathematical result  
10 of measuring the change. For instance, the largest changes were in the following crime categories:

- 11 • Rape (up by 63.6% or a change of 7 from 2021)
- 12 • Robbery (down by 50.0% or a change of 2 from 2021)

13 Committee member questions regarding the statistics were posed to Police staff and staff addressed  
14 those questions. Additional questions regarding police procedures and policies were also asked by  
15 Committee members such as police pursuits, and body and vehicle camera use. Camera footage  
16 consumes about 18 terabytes of data currently which will be moved to contracted cloud storage from  
17 local storage on city servers.

18 Areas of importance as a Police organization:

- 19 • Emergency Preparedness
- 20 • Community Relations
- 21 • Employee Health and Wellness

22 A peer support group has been formed to help employees in a confidential manner. There were 28  
23 instances last year (53.5 hours spent) of service under the peer support group. Status assessments for  
24 staff with a psychologist were performed last year (also confidential). Added responsibilities for  
25 monitoring staff are in place for those staff who are undergoing mental health treatment and  
26 appropriate follow-up is made to assist those in need. Davis Behavioral Health is a collaborating  
27 outside agency with the Police Department in service delivery to the public and internal staff.

28 Dispatch transfer rates have been consistently going down (currently at about 4%). Full time use of  
29 motorcycles in the patrol division have been used to increase access to the public in good weather  
30 months. New software is being used to track statistics and provide better feedback to help with the  
31 operations of the department. Active shooter training has been completed for all officers along with  
32 use of force training in the past year. The former Traffic school has been discontinued due to changes

1 in the law. About 140 GRAMA requests per month are being received. Fifteen events were held to  
2 promote community outreach.

3 Committee member Bell made a motion to accept the tentative budget submission of the Police  
4 Department and forward this recommendation to the full Council for adoption as presented.  
5 Committee member Price-Huish seconded the motion. Voting was unanimous with Committee  
6 members Bradshaw, Bell, and Price-Huish voting "aye".

7 The meeting adjourned at 6:12 p.m. on a motion made by Committee member Bell and seconded by  
8 Committee member Price-Huish. Voting was unanimous with Committee members Bradshaw, Bell,  
9 and Price-Huish voting "aye".