

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

3 Bountiful City Streets Department  
4 April 12, 2023 (1:00 p.m.)  
5

6 Present:

7 Committee Members: Cecilee Price-Huish (Chair), Millie Segura Bahr,  
8 Kendalyn Harris, Kate Bradshaw, Jesse Bell (left at  
9 2:33 p.m.), Richard Higginson  
10 City Manager: Gary Hill  
11 Assistant City Manager: Galen Rasmussen  
12 Department Personnel: Charles Benson, Scott Redding, Brett Latham,  
13 Sherry Steed, Lloyd Cheney and Todd Christensen  
14

15 Official Notice of this meeting had been given by posting a written notice of same and an agenda at  
16 the City Hall and providing copies to the following newspapers of general circulation: Davis Journal,  
17 Standard Examiner, and on the Utah Public Notice Website.  
18

19 Committee chair Cecilee Price-Huish called the meeting to order at 1:04 p.m. and welcomed those in  
20 attendance. The meeting was turned over to Charles Benson and staff to review budgets.

21 **PRESENTATION OF BUDGET**

22 **Overview of Department Operations**

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

26 **Streets Department**

27 Charles Benson and Scott Redding outlined the major roles and critical functions of the department  
28 with a slide presentation. The Road Salt Shed can hold up to 4,500 tons of salt for use in snowplowing  
29 operations. This season, there have been a total of 91 call outs thus far for plowing using 27,800  
30 gallons of fuel and 31 plow blades.

31 In the road signs and marking operation the department is projecting a 15% increase in costs. Most  
32 work is contracted out.

33 The department's fueling operation and maintenance shop provides services to Bountiful City  
34 departments along with the South Davis Recreation District, Golden Years Center and South Davis  
35 Metro Fire.

1 Spring and Fall Clean-up events were mentioned, and pictures of past events were featured.

2 In maintaining roads the department utilized 4,875 tons of asphalt for patching last year. To enhance  
3 pavement preservation the department utilizes application of slurry seal (most areas) and high-  
4 density mineral bond (low elevation areas).

5 Fiscal Year Priorities and line-item budget changes between fiscal years were discussed. Personnel  
6 Services includes a 5% COLA, changes in health insurance premiums, and similar items. Operations  
7 and Maintenance category changes included increases in fuel and parts; road striping and asphalt  
8 increases along with increases for insurance costs. Capital expenditures include a budget allocation  
9 for road reconstruction, new road construction, and equipment purchases as noted in the long-term  
10 capital plan.

11 Current Fiscal Year 2022-2023 expenditures will likely exceed budget due to snowplowing operations  
12 and other factors, so amendments will be requested for approval of the City Council in June prior to  
13 adoption of the budget.

14 **Storm Water Fund**

15 Charles Benson and Scott Redding provided an overview slide presentation of the storm water system  
16 map and questions were asked and answered. With current flooding concerns from the public,  
17 sandbags and sand are being provided at the Streets Department location for public use to protect  
18 property but it was noted that most area storm flows are being handled adequately by the  
19 infrastructure in place.

20 Fiscal Year Priorities were reviewed along with changes in the line-item budget. The Personnel  
21 Services budget contains a 5% COLA, and changes in health insurance premiums. The Operations and  
22 Maintenance category contains changes in fuel costs, asphalt, and materials. Capital expenses include  
23 the purchase of a backup generator as noted in the long-term capital plan.

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

25 Charles Benson highlighted the recent change of reorganizing the former Sanitation Fund into a  
26 combined operation with a Refuse Collection department, Recycling department, and Landfill  
27 department. The Refuse Collection Department's line-item budget changes were discussed and it was  
28 noted that this department continues to have responsibility for the special clean-up events and the  
29 household hazardous waste event in the Fall.

30 **Sanitation Fund (Recycling Department)**

31 Charles Benson gave an overview of the Recycling budget which now has a personnel services  
32 component given that collection services are now provided by in-house crews and utilizing in-house

1 equipment. It was noted that a total of 13,095 cans are being collected monthly on two routes in the  
2 city. A \$0.25 per month fee increase is being requested to address the increasing costs of the  
3 operation and to ensure that capital needs can be met now and in the future. Recycling collections  
4 are taken by city crews to a recycling facility in Salt Lake City for processing. Currently, the market for  
5 recyclables is not favorable and the city is paying for processing rather than receiving revenue.  
6 Questions from the committee were posed to staff and those questions were answered.

7 Changes in the items of the budget were reviewed along with the long-term capital plan.

8 **Sanitation Fund (Landfill Department)**

9 Charles Benson and Redding showed statistics and pictures illustrating the operations of the Landfill  
10 with a slide show. The department will be implementing a new “Alternate Daily Cover” process that  
11 will extend the useful life of the landfill. The new process will require the purchase of a piece of  
12 equipment (budgeted at \$90,000) with an annual cost for material used daily (about \$25,000). This  
13 change will take place in the fall of 2023. An average of 288 tons of material landfilled monthly.

14 The line-item budget for the department was reviewed including personnel, operations and  
15 maintenance and capital plans.

16 **Committee Action and Adjourn**

17 Committee member Bahr made a motion to accept the tentative budget of the Streets, Storm Water,  
18 Sanitation Fund (Refuse Collection, Recycling and Landfill departments), as presented, and Committee  
19 member Harris seconded the motion. Voting was unanimous with Committee members Price-Huish,  
20 Harris, and Bahr voting “aye”.

21 The meeting adjourned at 2:56 p.m. on a motion of Committee member Bahr and a second from  
22 Committee member Harris. Voting was unanimous with Committee members Price-Huish, Harris, and  
23 Bahr voting “aye”.