

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

3 Bountiful City Public Safety Building  
4 April 23, 2025 (4:00 p.m.)  
5

6 Present:

7 Committee Members:	Beth Child (Chair), Kate Bradshaw, Kendalyn 8 Harris, Matt Murri (arrived 4:12 p.m.)
9 City Manager:	Gary Hill
10 Assistant City Manager:	Galen Rasmussen
11 Police Department Staff:	Ed Biehler, David Gill, Andrew Smith, Mike 12 Sheldon, Priscilla Ipina, Amy Waldron, Ryan 13 Sanborn, Katie Williams, Kyle Armatage
14 Other City Staff:	Jessica Sims, Charles Benson
15 South Davis Metro Fire Agency:	Greg Stewart, Jessica Hardy

16

17 Official Notice of this meeting was given by posting a written notice of same and an agenda at the City  
18 Hall and providing copies to the following newspapers of general circulation: Davis Journal, Standard  
19 Examiner, and on the Utah Public Notice Website.  
20

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

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

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

26 Jessica Hardy, Director of Finance & Human Resources, gave an overview of the Agency budget which  
27 is primarily comprised of personnel services each year. The increase requested in fiscal year 2026 will  
28 be set at 3% over the current year assessment. In the budget, there were some staff adjustments  
29 made which resulted in a net increase of 0.5 full-time equivalent positions as authorized by the  
30 Agency board. The Agency has five buildings that serve the south Davis County area. Capital projects  
31 requests include facility needs and equipment.

32 A question was asked about plans for benchmarking of positions. It was noted that the Agency does  
33 benchmarking approximately every three years to remain competitive in the marketplace. A follow-  
34 up question was asked about the funding formula for emergency medical services. Chief Steward  
35 replied that ambulance billings in the future would not include cost of supplies but there would be  
36 other adjustments allowed by state law to help compensate for loss of the ability to get reimbursed  
37 for supplies.

1 Following discussion, committee member Bradshaw made a motion to accept the tentative budget  
2 submission of the South Davis Metro Fire Agency and forward this recommendation to the full Council  
3 for adoption as presented. Committee member Harris seconded the motion. Voting was unanimous  
4 with Committee members Child, Murri, Bradshaw, and Harris voting “aye”.

5 **PRESENTATION OF POLICE DEPARTMENT BUDGET**

6 Chief Biehler asked staff members from the Police Department to introduce themselves and then he  
7 reviewed a slide presentation to introduce the department operations and fiscal year 2026 budget  
8 request. It was noted that personnel services changes resulted from a combination of a cost of living  
9 allowance, health insurance changes, and salary adjustments from merits and market surveys.

10 Operations and maintenance categories increased in various line items including service and parts,  
11 computer hardware and software, public safety supplies, travel and training, and a variety of other  
12 line items. The capital request of the department is largely based on planned vehicle replacements  
13 and building component needs such as HVAC and security updates related to exterior lighting.

14 A question was asked about the status of staffing levels. Chief Biehler noted that the department is  
15 nearing full staffing levels with some positions in transition of hiring. A follow-up question was asked  
16 about on-call pay policies. It was noted that the department maintains a list for calling out needed  
17 staff, but current staffing levels allow for coverage if employees are not available to respond. The list  
18 is rotated weekly by the division of the department. No on-call pay is offered but the required  
19 availability standard used in other city departments is not strictly enforced. A further discussion  
20 ensued regarding the Police Department’s practices compared with on-call policies with other city  
21 departments. Chief Biehler noted that Police work is unique regarding on-call policies due to the need  
22 to have an on-call policy for each functional assignment. In the past, the overriding desires of staff to  
23 not be required to be available for on-call to the exclusion of plans of the employees in their personal  
24 lives outweighs the need for a formal, paid, on-call policy. There have been some low-level  
25 discussions with current staff about on-call pay possibilities.

26 Several police statistics were reviewed for the committee with a slide presentation. Major offense  
27 totals in calendar year 2022 were at 773, while the year 2023 had a total of 643 and in 2024 there  
28 were 757 offenses. In the Arrests category, the department reported 890 arrests in 2022, 446 arrests  
29 in 2023 and 829 arrests in 2024. The Other Crimes category in 2023 showed 838 crimes, in 2024 there  
30 were 941 crimes reported. In the Accidents category, the year 2023 had 437 accidents reported and  
31 there were 551 accidents reported in 2024. The Use of Force statistics were outlined in detail and  
32 explained for the committee.

33 Further statistics included a review of calls for service. Non-emergency calls in 2023 were 76,642 and  
34 in 2024 there were 44,146 calls. Emergency calls in 2023 were 25,845 and in 2024 the number of calls  
35 were 22,282. Changes were deemed applicable to an increase in use of the regular phone system by

1 those calling in and have the police department phone tree route calls before they make it to  
2 dispatch.

3 Questions were asked by the committee for clarification on various subsets of the statistics including  
4 locations of crimes, and similar. Chief Biehler and staff replied on the questions.

5 An overview of Department staffing was provided by Lieutenant David Gill. Lieutenant Gill noted that  
6 there were 19 new hires in 2024 (8 sworn officers, 10 dispatch employees, 1 records employee, and 8  
7 crossing guards). Vacancies in the department were caused by a combination of factors including  
8 added dispatch services, not passing training, other job opportunities taken, and a variety of other  
9 reasons.

10 A report on the use of Benchmarking software was provided by Lieutenant Mike Sheldon. The  
11 Benchmark software is used by department management to track case reporting, training, and  
12 analytics. The software aids management in identifying deficiencies to address and setting priorities  
13 for each fiscal year. Further, the software helps in performing performance evaluations for staff. The  
14 Benchmark software is populated with information from each case to be able to track the use of force  
15 activity overall and by officer. Data is used for early intervention needs for officers.

16 Lieutenant Andrew Smith was asked to review the department's involvement with South Davis  
17 Metropolitan SWAT. Lieutenant Smith mentioned that he leads the team which is comprised of  
18 officers from all agencies in the south end of the County. Bountiful pays \$8,000 annually for  
19 equipment and training. In a SWAT call out, Lieutenant Smith is the lead official with assistance  
20 provided by the police chief in the jurisdiction that the incident is located in. It was noted that there  
21 were 21 operations in 2024. Warrant service requests are scored to aid in deploying the correct  
22 resources of the SWAT organization. The SWAT team is service oriented and provides local service  
23 annually. Each team member is required to have 192 hours of specialized training in addition to the  
24 40 hours required by the local jurisdiction of the team member. A recent reference case was  
25 highlighted involving Lieutenant Sheldon including the reading of a complimentary letter about him  
26 from a family affected by a hostage rescue incident.

27 Amy Waldron was asked to give a brief report on dispatch operations following the addition of  
28 Farmington and Kaysville for dispatch services. It was noted that the dispatch function is nearly at full  
29 staff and rapidly approaching a potentially busy season of the year. Areas of increased dispatch  
30 volume are to be expected from the addition of both Lagoon and Station Park. Some impacts on  
31 volume have already come from receiving false accident notifications through Apple phones in use on  
32 rides at Lagoon. Interaction with the new jurisdictions leadership has been favorable.

33 Following discussion, committee member Bradshaw made a motion to accept the tentative budget  
34 submission of the Bountiful City Police Department and forward this recommendation to the full

1 Council for adoption as presented. Committee member Murri seconded the motion. Voting was  
2 unanimous with Committee members Child, Murri, Bradshaw, and Harris voting “aye”.

3 The meeting adjourned at 5:42 p.m. on a motion made by committee member Child and seconded by  
4 committee member Murri. Voting was unanimous with Committee members Child, Murri, Harris and  
5 Bradshaw voting “aye”.