

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

3 Bountiful City Hall, Council Work Room

4 April 21, 2025 (4:00 p.m.)  
5

6 **Present:**

7 Committee Members: Kate Bradshaw (chair), Kendalyn Harris, Beth Child  
8 City Manager: Gary Hill (left at 4:50 p.m., back at 5:44 p.m.)  
9 Assistant City Manager: Galen Rasmussen  
10 Department Personnel: Brock Hill, Lloyd Cheney, Todd Christensen, Kent  
11 McComb, Paul (Geno) Flanary, Jessica Sims  
12

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

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

22 **PRESENTATION OF BUDGETS**

23 **Recreation, Arts and Parks (RAP) Tax Fund**

24 Gary Hill reviewed the fund priorities and major projects for Fiscal Year 2026. Line items of the  
25 budget were reviewed with reference to RAP tax funding and how it is used per council guidelines.  
26 The current RAP Tax authorization expiring in March 2026 allowed for 75% of funds to be allocated to  
27 fund Creekside Park and the Ice Ribbon, 14% to City projects such as parks and trails, and 11% for  
28 grants to non-profit cultural arts, recreation and similar entities. The line-item budget for fiscal year  
29 2026 was reviewed with no extraordinary items to comment on other than a planned transfer to the  
30 Capital Fund.

31 **Government Buildings Department**

32 Brock Hill was asked to review the budget request and overall aspects of the department along with  
33 fiscal year priorities. No significant changes from the prior year are proposed in the budget other than  
34 a planned 5% cost of living allowance, and a 12% increase in health insurance. This department  
35 provides maintenance services to most departments of the city.  
36

1     **Golf Fund**

2     Brock Hill noted that the personnel services category in the Tentative Budget document for the Golf  
3     Fund did not contain a proposed increase for a staff change to add an assistant grounds maintenance  
4     position. As such, the necessary changes will be made to add this position for the final adopted  
5     budget for presentation of adoption by the City Council in June. This new position is designed to  
6     balance staffing needs brought about by pending retirement of staff, and to address the loss of  
7     employees to other available positions in the city. Revenues and expenses have been adjusted to  
8     balance the costs of the proposed staffing changes. Fee changes for tournaments did not get included  
9     in time prior to publication of the Tentative Budget document but a copy of the adjusted fee schedule  
10    was provided for review in the meeting. The final budget will be updated to include the revised fee  
11    schedule for adoption with the remainder of the budget.

12   Kent McComb and Brock Hill identified fiscal year priorities which include website changes pending to  
13   enable better user experiences and the refurbishing of the gate and entry way at the Bountiful Blvd  
14   for the Golf Course. It was also noted that the Golf Course will be celebrating its 50<sup>th</sup> anniversary this  
15   year. Questions were asked about tournaments and how many tournaments are sponsored annually  
16   and staff provided commentary to answer the questions. No significant changes in operations and  
17   maintenance categories are proposed, but only the earlier referenced changes in personnel services.  
18   The capital requests of the fund were also reviewed with the committee by staff.

19   **Cemetery Fund**

20   Lloyd Cheney, Brock Hill, and Geno Flanary reviewed fiscal priorities for the upcoming budget year.  
21   An aerial photo was distributed in the meeting to show plans for the west side of the cemetery  
22   property for reclaiming approximately 1200 burial spaces through adjusting existing road alignments.  
23   It was noted also that a division of policy and fees for residents and non-residents was established  
24   approximately two years ago with the intent of preserving spaces for residents.

25   Budget line-item changes for fiscal year 2026 were reviewed along with a capital request for a  
26   replacement utility vehicle to help with hauling of soil and similar material in the Cemetery. Fee  
27   changes are also proposed for the boulder niche garden in both residential and non-residential  
28   categories to cover costs.

29   **Parks Department**

30   Brock Hill reviewed the fiscal year 2026 budget request of the Parks Department. It was noted that  
31   the department has experienced a number of changes in staff recently and is working diligently to  
32   provide the training needed for new staff members. Staff training focuses on maintaining clean, safe  
33   and healthy parks. Water conservation is an ongoing effort of the department, and smart irrigation  
34   controllers are being installed throughout the city park areas to help in water conservation efforts.

1 This controller installation project will result in 12 of 17 parks being online with smart controllers this  
2 fiscal year.

3 A question was asked about flower areas and procedures. Brock Hill provided an overview of how  
4 areas are managed and the practice of growing many of the plants needed in-house with a desire to  
5 use more water-wise plants. Budget line-items were reviewed along with the capital requests of the  
6 department which include a replacement crew truck and resurfacing of sports courts.

## 7 **Trails Department**

8 Brock Hill reviewed fiscal year priorities of the department including work with the Forest Service to  
9 obtain the necessary National Environmental Policy Act (NEPA) approvals for projects. It was  
10 mentioned that the department could experience delays on some projects due to reductions in Forest  
11 Service staffing at the federal level. Line-items in the budget were reviewed with the committee  
12 including a discussion of increases in cost to provide the necessary hand equipment and supplies to  
13 maintain trails and bridges. A question was asked about capital plans. Trails work is fundable by a  
14 combination of general obligation funds and RAP Tax funds and further trail development will proceed  
15 according to master plans in place.

## 16 **RAP Tax Grant Applications**

17 Committee Chair Bradshaw asked Galen Rasmussen to provide an overview of RAP Tax grant  
18 guidelines, fiscal year 2026 funding requests, and available funding for grants. It was noted that the  
19 city received a total of \$167,034.58 in requests for grant funding. The city staff has identified a total  
20 of \$76,125 in available funding in fiscal year 2026 to balance against these requests leaving a deficit of  
21 nearly \$91,000 between requests and funding availability. Key points from the RAP Tax Grant  
22 Guidelines document were summarized for those in the meeting. These guidelines outline the grant  
23 program with reference to overriding state and city policy governing use of funds.

24 Committee members provided disclosure regarding potential conflicts of interest including their city  
25 authorized participation on boards and committees of the Bountiful Davis Arts Center, Centerpoint  
26 Legacy Theatre, and South Davis Recreation District.

27 Applicant presentations were invited for a duration of 3 to 5 minutes each and committee members  
28 asked questions of each applicant representative. The presentations and questions were as follows:

- 29 • **Bountiful Davis Arts Center (BDAC) - Sarina Ehr Gott** – It was noted that BDAC is seeking to open  
30 additional public spaces in the existing facility for presentations and other public uses. Staff  
31 increases authorized for BDAC also bring the need to make requests for needed equipment  
32 and spaces to accomplish Center initiatives such as more public education events. Sarina  
33 noted that she is aware that some needs expressed in the grant application will likely be

considered for RDA or other funding sources outside of RAP Tax. At the conclusion of Sarina's remarks, committee chair Bradshaw asked a question to seek answers on how BDAC defines success measures. Sarina noted that success measures will be centered around the number of patrons using the services and facilities of BDAC. Additionally, Summerfest participation, and further development of partnerships with the Main Street Merchants Association are deemed as success measures. Committee member Harris asked for any clarifications needed on how BDAC intends to meet its previously stated Council Policy Priority through the request made for RAP Tax funding. Committee member Child asked for comment on how BDAC plans to use funding to enhance resident and visitor experiences through investment in parks, art, cultural and recreational offerings. Sarina responded with reference to statements previously made in the grant application document.

- Bountiful Historical Preservation Foundation - Sandy Inman and Lloyd Carr – Sandy Inman noted that funding is being requested for three kiosks to provide a means to digitally view aspects of Bountiful history. Each kiosk has a theme, and docents will be available to assist patrons. Touchscreens will be designed to increase visits by younger generations of patrons that are more comfortable with technology. Lloyd Carr noted that the kiosk project is part of a longer-term project in support of Bountiful history. Committee member questions regarding the Historical Foundation's success measures, their alignment with Council Policy Priorities, and how they plan to enhance resident and visitor experiences were asked in similar fashion as was done with the first presenter. Responses were provided by Sandy and Lloyd to address the questions.
- Centerpoint Legacy Theatre - Danny Inkley – The Theatre's grant request was made with two options. Centerpoint Legacy Theatre seeks to connect the surrounding community which includes 10,500 season ticket holders. This connection is made through such efforts as the Theatre's outreach through school visits, and the Bravo program which offers discounted tickets to students. Centerpoint management estimates that they provide an \$8 to \$10 million economic impact from their \$5 million annual budget. Option 1 in the application is the preferred option that would encompass funding of improvements in the second stage. Committee member questions regarding the Theatre's success measures, their alignment with Council Policy Priorities, and how they plan to enhance resident and visitor experiences were asked in similar fashion as was done with the first presenter. Responses were provided by Danny while referencing their application materials.
- Joy Foundation – There were no representatives present at the meeting.
- South Davis Recreation District – While no representative was present at the meeting, Chair Bradshaw outlined the request as a board member stating that the request was for ongoing community events.
- Bountiful Philharmonia - John Margetts – John Margetts noted that the Philharmonia seeks to educate, entertain, and inspire through their music. Concerts provide an opportunity for

1 participants to touch musical instruments after concerts and this and other related activities  
2 are leveraged to encourage participants to pursue music. It was noted that the costs for  
3 performances at School District locations have increased recently and the Philharmonia is  
4 working on this fiscal challenge. Plans are underway to participate in more community events,  
5 where possible. Committee member questions regarding the Philharmonia's success  
6 measures, their alignment with Council Policy Priorities, and how they plan to enhance  
7 resident and visitor experiences were asked in similar fashion as was done with the first  
8 presenter. Responses were provided by John while referencing their application materials.

- 9 • WikiCharities (Angie Holzer) – Angie Holzer noted that their application seeks funding to  
10 address the needs of women and young women through a trauma healing program using  
11 recreation, art and other supporting disciplines. The WikiCharities program addresses mental  
12 health through four elements:
  - 13 ○ Nature hike therapy experiences
  - 14 ○ Art therapy
  - 15 ○ Yoga therapy and
  - 16 ○ Training for community volunteers to assist trauma victims.

17 Requests for funding would include program expenses for therapists, and assessments.  
18 WikiCharities plan to work in collaboration with organizations like the BDAC for collaboration  
19 with their art programs. Committee member questions regarding WikiCharities' success  
20 measures, their alignment with Council Policy Priorities, and how they plan to enhance  
21 resident and visitor experiences were asked in similar fashion as was done with the first  
22 presenter. Responses were provided by Angie while referencing their application materials.

23 Committee chair Bradshaw noted for those present that a decision on final funding of grants would  
24 not be made today but that a follow-up meeting would be held later to decide on funding levels for  
25 recommendation of adoption in June by the full City Council.

#### 26 **Committee Action and Adjourn**

27 Committee member Harris made a motion to approve the budget submissions of the Golf Fund,  
28 Government Buildings Department, Cemetery Fund, Parks Department, Trails Department and RAP  
29 Tax Fund for Fiscal Year 2025-2026 as stated. The motion was seconded by Committee member Child.

30 The meeting adjourned at 6:03 p.m. by motion of Committee member Child and seconded by  
31 Committee member Harris.