Davis County Budget Committee

Meeting Minutes

October 4, 2023

The Budget Committee of Davis County met on October 4, 2023, at 8:00 a.m. in room 306 of the Davis County Administration Building, 61 South Main Street, Farmington, UT. Notice of this meeting was given under the requirements of Utah Code Annotated §52-4-202.

Disclaimer: The meeting was an open dialogue. Agenda items appear in bold and are only briefly summarized. The reader may refer to the audio recording and the attachments for further content clarification. Timestamps have been noted in the minutes to aid in locating discussion points in the audio record. The audio recording is available based on the County's current retention schedule.

Note: The Budget Committee is not a governing body but makes recommendations. These recommendations must then go through the Commission for formal action.

The meeting commenced at 8:05 a.m.

Opening Roll Call

Committee members present were Curtis Koch, Auditor; Angie Nelson, Chief Deputy Auditor; Commissioner Randy B. Elliott; Commissioner Lorene Miner Kamalu; Commissioner Bob Stevenson; Chris Bone, Human Resources Director; and Mark Langston, Information Systems Director. Shairise Bills, Deputy Auditor, recorded the minutes of the meeting. There was no public attendance.

8:00- 9:30 a.m. Health, Senior Services— *Presented by Brian Hatch, Davis County Health Director*

Diana Reich, Deputy Director, and Elizabeth Carlisle, Health Accounting Manager, were with Brian Hatch to present the Health Department's budget. Budget revenues for 2024 are projected to be $11,897,407 in Health, $3,603,163 for Senior Services, and $6,108,657 for Property Tax/Registered Personal. Most of the variances are due to Covid. The 2024 budgeted revenues totaled $21,887,181, primarily an overall decrease from 2023. Their 2024 budget does not include any potential market or cost of living adjustments. As long as it is a planned spend down, Brian said he can cover the cost of living increases. The 2024 budget was built around maintaining current health programs, senior service programs, and initiatives. Several initiatives are underway, including the parking lot additions and xeriscaping (capital project), electronic health records, and senior services database and system software.
(See Attachments A1-A16.)

9:30- 10:00 a.m. Commission—*Presented by Shauna Brady, Commission Office Manager*

Shauna presented the Commission Office's 2024 budget. She explained the department's core functions and services and the current year's outcomes. Next year's budget initiatives included increased travel expenses, continued employee morale events, and ongoing support of 540 Fund Donations for qualified Davis County youth.
(See Attachments B1-B3.)

10:00- 11:00 a.m. Golf Courses-Davis Park, Valley View—*Presented by Dustin Volk, Golf Courses Director*

Zach Johnson and Pete Stone were with Dustin to present the budgets for the golf courses. Zach gave the 2022 outputs for Davis Park Golf. Revenues were $2,049,177, and expenses totaled $1,683,561. Forty percent of their budget is golf course maintenance; the remainder is daily operations. This year is going to be comparable to 2022. It was the latest start in history, and revenues were down $147,000 after the first quarter. Despite this, the second quarter was up $151,000 in the summer. The men's association membership reached an all-time high, with 505 members, compared to 2022, at 469. The new driving range will be open for business in the spring of 2024. Next year's budget initiatives were planning on tracking seasonal hours better, planning a new revenue stream for the driving range (once it is opened), and a $99,000 request for golf course equipment.

Pete Stone presented the budget for Valley View Golf. The Revenues for 2022 were $2,336,694, and expenditures were $1.8 million. They opened the season five weeks later than usual due to snow. Next year's budget initiatives included purchasing 40 new carts, a request of $113,000 for some golf course equipment, and a $30,000 request for cart path renovations. They have a 13-year master golf cart plan. The goal is to have neither Valley View nor Davis Park purchasing golf carts in the same year.
(See Attachments C1-C3, D, and E1-E3.)

11:00-12:00 p.m. Library—*Presented by Josh Johnson, Library Director*

Matt Goff, Library Deputy Director; Ellen Peterson, Library Deputy Director; and Lynette Mills, Library Deputy Director, assisted Josh Johnson with the Library Department's budget presentation. The current year's projected outcomes included additional career ladder opportunities, the South-end construction project, and removing and replacing the façade on the Admin Library Building. The budget initiatives for 2024 included evaluating staffing needs at the public service desks, expanding 3D Printing access, and repairing and replacing the Centerville Library HVAC. He reviewed his 2023-2024 budget variances with the Committee.
(See Attachments F1-F8.)

12:00-1:00 p.m. Budget Committee's Review of Requests- Working Lunch
The committee reviewed the budget requests thus far.

This meeting portion was recorded in two audio sessions and is noted with timestamps for ease of reference. Kent Anderson, Community and Economic Development Director (CED), presented the following along with his division directors:

a. Community and Economic Development, Planning— *Presented by Kent Andersen*
(CED_Planning_Davis Conference Center audio recording)
Chanel Flores, CED Deputy Director, and Jeff Oyler, Planning Manager, were with Kent to present the 2024 budget for CED. He highlighted some of the outcomes across the department.

Chanel said they will officially launch the Homeownership Program on October 16, 2023. They plan to spend $600,000 this year and have allocated $1.2 million for next year. This program will be a good recruiting tool for employers in Davis County. Several other budget initiatives for 2024 included the application of a $248,800 from the Energy Efficiency and Conservation Block Grant to provide LED lighting upgrades at the DCC, becoming a housing consortium that will focus on affordable housing projects, and potentially a new position to oversee Homelessness for Davis County (depending on the 2024 legislative session). The initiatives for 2024 included a countywide active transportation plan to create a network of trails for recreation, commuting, and local access to services, repaving the entire 18-mile section of the Denver and Rio Grande Trail ($800k), and constructing a 7-mile section of the Bountiful Shoreline Trail through Fruit Heights and Kaysville ($250K). They explained their budget variances. *(See Attachments G1-G4.)*

b. **Davis Conference Center (DCC)**—*Presented by Jake Webster (CED_Planning_Davis Conference Center audio recording: Minute 55:00)*

Doug Ableman, Regional Director of Hotel Operations for Western States Lodging; Andrew Harris, DCC Assistant General Manager; Steven Ito, DCC Director of Sales; Dave Webster, Western States Lodging Vice President of Hotel Operations were with Jake Webster, DCC General Manager, to present the 2024 budget for the Davis Conference Center. The economic impact has been their most significant focus since the Pandemic. They forecasted $20 million in economic impact for 2023 and $22 million for 2024, in contrast to $8.8 million in 2021. Their budget initiatives for 2024 included HVAC replacement, airwalls, POS replacement, and carpet in the hallways. All of the requests totaled $1.1 million.
(See Attachments H1-H4.)

c. **Western Sports Park (WSP)**—*Presented by Dave Hansen, Western Sports Park Director (Western Sports Park and Tourism audio recording)*
Dave explained the total revenues for 2022 were $482,755 and $220,000 for 2023. The construction schedule damaged their revenue this year. The economic impact this year through August is $31.6 million. Next year's budget initiatives included the construction completion of the new Western Sports Park building while continuing to operate exhibit buildings and sports fields, converting the Marketing and Event Coordinator position into an Events Operations Manager position, and marketing and rebranding the new facilities.
(See Attachments I1-I4.)

d. **Tourism**—*Presented by Jessica Merrill, Tourism Director (Western Sports Park and Tourism audio recording: Minute 24:30)*
Krystal Blesset, Tourism Event Manager, and Megan Christensen, Tourism Marketing Manager, were with Jessica Merrill to present the 2024 budget.

Jessica explained the TRT and TRCCA taxes collected. She said restaurant tax has increased by 10 percent since last year. She described her budget variances. Revenues totaled $627,333.00. *(See Attachments J1-J5.)*

4:00-4:30 p.m. Budget Committee's Review of Requests

Curtis read an email from the Sheriff's Office regarding his concerns for their staffing needs and his resulting concerns for public safety. The Committee reviewed the requests thus far.

The meeting adjourned at 4:23 p.m.

All documents associated with this meeting are listed in the following attachments:

A1-A16	Health Admin and Sr Services 2024 Budget Summary
B1-B3	Commission Department 2024 Budget Summary
C1-C3	Davis Park 2024 Budget Summary
D	Golf Courses 2023 Quarterly Revenues
E1-E3	Valley View 2024 Budget Summary
F1-F8	Library 2024 Budget Summary
G1-G4	CED 2024 Budget Summary
H1-H4	DCC 2024 Budget
I1-I4	Western Sports Park 2024 Budget Summary
J1-J5	Tourism 2024 Budget Summary

Minutes prepared by:

Share Bills
Deputy Auditor

Minutes approved on: 11/6/2023

/s/ Curtis Koch
Curtis Koch
Auditor— Budget Officer