Davis County Budget Committee

Meeting Minutes

October 6, 2023

The Budget Committee of Davis County met on October 6, 2023, at 8:30 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.

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 J 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.

The start of this meeting was delayed due to some scheduling modifications. The Treasurer's budget will be presented on Monday, October 9th, instead of today. The rest of the scheduled times for presentations were pushed back this morning to accommodate the late start, and times were noted accordingly. The meeting commenced at 9:33 a.m.

9:30- 10:00 a.m. Information Systems— *Presented by Mark Langston, Information Systems Director*

Mike Pace, Deputy Director, was with Mark to present the 2024 budget. He reported on the 2022 inputs and outputs and his core functions and services. The current year's major projects included the Spillman consolidation for all cities in the county, network security, deploying the land computer systems, and exploiting the GIS enterprise platform. They are involved in the Events Center's basic IT infrastructure and equipment and a more sophisticated environment for the Emergency Management Facility. The budget variances were explained. Revenues are down $148,152 (which comes from RediWeb.) Mark asked for major security items this year that caused a significant increase of $684,500, primarily due to the security audit recommendations, but will also decrease some software maintenance costs. Half of that is for the Emergency Operations Center (EOC). Curtis suggested using SLFRF funds to cover the cost related to the Emergency Operations Center so as not to take from the General Fund. He went on record to say they are not supplanting. This is an allowed use of these funds. $150,000 is for the GIS Lidar flight for the entire County, but may have matching funds available from the USGS to cover half of that. Determining if they have been awarded that money will take a while.
(See Attachments A1-A12.)

10:30- 11:00 a.m. Public Works— *Presented by Adam Wright, Public Works Director*

Jason Fielding, Operations Manager, and Kori Moyer, Office Manager, were with Adam to present their 2024 budget. Adam reported on the prior year's inputs and outputs and the office's core functions. The current year's projected outcomes included permitting and oversight of all development within 100 feet of a designated channel (maintained 187 miles of channel in 27 jurisdictional channels), the reconstruction of Fort Lane and Thornfield Rd, and the mapping, spraying, and mowing all noxious weeds on County property. Next year's budget initiatives included installing a culvert in 1,200 feet of the Duel Creek along Pages Lane, in-house rebuilds of 3200 West, West Gentile St, and Love Lane, and a light-duty vehicle scanner. The budget variances were explained.
(See Attachments B1-B7.)

11:00- 11:30 a.m. Recorder— *Presented by Richard Maughan, Davis County Recorder*

Laile Lomax, Chief Deputy Recorder, was with Richard to present the Recorder's budget. Richard said the highest priority and most significant budget request is for the restoration and preservation of some historical records in his office that are in the worst shape, but also would include some of the records in the Surveyor's office. This was requested last year but not approved as it was outside the regular budget process. It will cost approximately $34,000. They would like to put more of their records online. He explained his budget variances.
(See Attachments C1-C4.)

11:30- 12:00 p.m. Surveyor— *Presented by Max Elliott, Davis County Surveyor*

Max said there were not many changes in his office. He explained his budget variances, including a request to convert the Field Supervisor position, grade 22, to a full-time Survey Operations Manager, grade 24, a three percent increase, and a new full-time drafter position. He said he isn't changing fees, but they should be looked at, as they haven't been updated in a while and are much lower than other counties.
(See Attachments D1-D3.)

This section was recorded in the same audio session and is indicated by timestamps.

Budget Committee's Review of Requests-Working Lunch

The Committee reviewed the requests thus far.

IS Capital Request Approvals- *Presented by Mark Langston, Information Systems Director (minute 09:53)*

IS capital requests were discussed and prioritized.
(See Attachments E1-E10.)

Capital Project and Equipment Request Approvals—*Presented by Curtis Koch, Auditor (minute 37:14)*

The capital projects and equipment requests were discussed. Curtis will make some cuts with the goal of two percent operational growth.
(See Attachments F1-F6.)

CLOSED SESSION

The Committee voted at 2:11 p.m. to move into a closed session for reasons permitted under Utah Code Annotated (UCA) 52-4-205(1)(a) for discussion of the character, professional competence, or physical or mental health of an individual. An affidavit was signed in place of recording the closed session.

MEMBER	MOTIONED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
Commissioner Elliott			X			
Commissioner Kamalu	X		X			
Commissioner Stevenson			X			
Curtis Koch			X			
Mark Langston		X	X			
Chris Bone			X			

The Committee reconvened the meeting at 3:45 p.m. and adjourned at 3:46 p.m.

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

A1-A6	IS 2024 Budget Summary
B1-B7	Public Works Department 2024 Budget Summary
C1-C4	Recorder 2024 Budget Summary
D1-D3	Surveyor 2024 Budget Summary
E1-E10	2024 IS Requests
F1-F6	2024 Capital Requests

Minutes prepared by:

Shairise Bills
Deputy Auditor

Minutes approved on: 11/6/2023

/s/ Curtis Koch
Curtis Koch
Auditor— Budget Officer