Davis County Commission

Commissioner P. Bret Millburn Commissioner James E. Smith Commissioner Randy B. Elliott

December 1, 2017

Sheriff Todd Richardson
Davis County Sheriff
Davis County Sheriff's Office
883 West Clark Lane/ PO Box 618
Farmington, UT 84025

Dear Sheriff Richardson,

As a follow up to our discussion on Monday, November 27, 2017, we are writing to inform you about our decision to reassign certain Davis County Sheriff's Office (DCSO) personnel. As you will recall, in March 2017, we wrote to you about our concerns regarding administrative practices in the Sheriff's Office. Specifically, among other concerns, we expressed our concern about how financial matters had been managed. In that letter, we indicated we were considering the reassignment of DSCO financial personnel to the Clerk/Auditor's Office "to ensure that all practices, including purchasing and Capital Asset acquisition, remain in compliance with Davis County policies."

Since March there have been a number of issues related to the management of DCSO's financial affairs which have been deeply troubling to us. The management of this year's DCSO budgetary process, additional audit findings of misuse of County equipment and unauthorized contractual agreements are just a few examples of the types of inappropriate financial administration which have been ongoing in the Sheriff's Office since March.

Based on the continuing nature of these concerns, we have determined that it is in the best interests of the County to move ahead with the reassignment of three existing DCSO financial positions. The positions which will be reassigned are the vacant Office Manager II position and the two Accounting Technician positions. Their reassignment to the Clerk/Auditor's Office will be effective January 1, 2018. We have instructed the Clerk/Auditor's Office to make the necessary 2018 budgetary adjustments.

If you have questions regarding this change, you may contact any of us via email.

Sincerely,
Board of Davis County Commissioners

P. Bret Millburn James E. Smith Randy B. Elliott

cc: Deb Alexander, DC HR Director
Curtis Koch, DC Clerk/Auditor

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