Davis County Budget Committee

Meeting Minutes

October 3, 2024

The Budget Committee of Davis County met on October 3, 2024, at 9:00 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. Each presentation is recorded separately and labeled by the department's name unless indicated otherwise in the topic's title line. 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 9:03 a.m.

Opening Roll Call

Committee members present were Curtis Koch, Auditor; Angie Nelson, Chief Deputy Auditor; Commissioner Randy Elliott; Commissioner Lorene Kamalu; Commissioner Bob Stevenson; Chris Bone, Human Resources Director; and Jeff Hassett, Information Systems Director. Shairise Bills, Deputy Auditor, recorded the minutes of the meeting. Other staff present were Ric Higbee, Deputy HR Director, and Marina Brito. The public in attendance was John Crofts.

9:00- 10:00 a.m. Animal Care— *Presented by Ashleigh Young, Animal Care Director*

Sydnee Larabee, Animal Care Deputy Director, was with Ashleigh to present their budget. Ashleigh listed last year's outcomes for field services and shelter services. They saw 4,553 total animals in the shelter and adopted 1,833 animals. They also reunified 1,002 pets, which is a core function. This year's projected outcomes for operational enhancements included transitioning to new software, completing an RFP process for a new shelter facility, and opening the shelter to the public on Saturdays from 12:00-4:00 p.m. (which resulted in 112 adoptions). They are focusing on enhancing their lost and found pet database in 2024. They are projecting over 2500 adoptions for 2024, which is the largest to date. They plan on $15 million for construction, FF&E, and other soft costs for the new shelter. Next year's budget initiatives included a continued focus on retaining current employees, hiring a new on-staff Veterinarian, and hiring a new Behavior and Training Lead.
(*See Attachments A1-A20.)*

10:00- 10:30 a.m. Children's Justice Center (CJC) —*Presented by Julie Stephenson, CJC Director*

Brindy Solomon, Office Specialist, was with Julie to present the 2025 budget. Troy Rawlings said they are doing a fantastic job. Julie gave a high-level overview of the core functions and services of the CJC. They were awarded a VOCA grant for $28,770 for FY 24/25, of which $16,220 is allocated for a portion of the Victim's Services Coordinator salary, and $9,935 covers a portion of the fringe benefits. Next year's budget initiatives included the Friend's fundraising board funding assistance for families with mental health treatment costs when no other options are

available. DBH is the mental health provider for CJC clients on Medicaid, and a linkage agreement was renewed in 2024 and will continue for the next five years.
(See Attachments B1-B3.)

10:30- 11:30 a.m. Attorney and Victim Services—*Presented by Troy Rawlings, County Attorney*

Craig Webb, Attorney, and Neal Geddes, Chief Deputy Civil Attorney, were with Troy to present the Attorney's 2025 budget. Troy said his biggest concern is that candidates are turning them down because the wages Davis County offers are so low in comparison to Salt Lake County Attorney's Office and the State Attorney General's Office (their largest competitors.) He asked for grade increases because he will be forced to hire at the top of the range for incoming attorneys. It will create compression among his current employees if it doesn't happen.
(See Attachments C1-C8.)

11:30- 12:00 p.m. Justice Court *—Presented by Judge JC Ynchausti and Jennifer Nicholas, Justice Court Administrator*

Jennifer Nicholas-Bingham, Justice Court Administrator, was with Judge Ynchausti to present the budget requests for the Justice Court, and the budget variances were discussed. The biggest issue is interpreters. All interpreters require a minimum payment of two hours and can charge as much as $340 per hour.
(See Attachments D1-D4.)

12:00- 1:00 p.m. Budget Committee Working Lunch*—Budget Committee's Review of Requests*

The Committee discussed the departmental requests thus far.

Human Resources, Risk Management, and Pretrial Services were recorded together. Pretrial Services is noted with a timestamp for the audio reference.

1:00- 1:30 p.m. Human Resources, Risk Management*—Presented by Chris Bone, HR Director*

John Robison, Ric Higbee, and Marina Brito were with Chris to present the 2025 budget. Chris explained his department's core functions and services. The projected outcomes for 2024 included implementing mid-year COLA adjustments and adjustments related to URS rate changes, implementing Wedge Video Interviewing in Applicant Pro, and transitioning to a new Dental Benefits Administrator. Next year's initiatives included considering funding and programming for Tuition Reimbursement and evaluating whether a retirement incentive program is feasible and would benefit the County's finances. The variances for HR and Risk were explained and discussed. The new annual premium for the Cyber Security Coverage is $79,267 for $2 million in additional coverage.
(See Attachments E1-E9.)

1:30- 2:00 p.m. **Pretrial Services** —*Presented by Johnnie Blackmon, Pretrial Services Coordinator (Minute 26:40)*

Johnny explained the 2024 outputs and the department's core functions and services. Pretrial Services doesn't have money for enhanced Pretrial Release Conditions such as Electronic Monitoring (EM) ankle devices and Urinalysis (UA) testing. The 2025 budget initiative was a request to add shelving to store office supplies appropriately due to swapping office space with the Attorneys. The budget variances were explained.
(See Attachments F1-F8.)

2:00- 2:30 p.m. **Legal Defenders**—*Presented by Todd Utzinger, Davis County Legal Defense Attorney*

Susana Arreola and Sarah McCarrey were with Todd to present the Legal Defenders's 2025 budget. Todd explained the main variances, subs and memberships, and Attorney's salaries. The attorneys' salaries were explained at great length, and Todd pleaded to the committee to fund the increases for the contract attorneys. He said they needed additional funding to adequately compensate its attorneys in keeping with market rates and statutory mandates. He noted their years of experience, workloads, special responsibilities, and the disparity between prosecutorial and legal defender resources should be part of the consideration.
(See Attachments G1-G36.)

2:30- 3:00 p.m. **Assessor**— *Presented by Andy Hansen, Assessor*

Andy showed a YouTube video https://www.youtube.com/watch?v=iGMpcc3pZTo **What It's Like to Live Inside a Bounce House (ft. DeStorm) – Mini-Mocks.** He presented the department's core functions and services and the 2024 outputs. Next year's budget initiatives include sending two appraisers to the annual IAAO convention (rollover from 2024), working toward moving to PUMA by the end of 2025, and finally, bringing the Lagoon valuation to a close. The Lagoon's appraisal fee is included in the 2025 budget. Curtis strongly suggested putting it to the State (final decision-making body) sooner rather than later. It has dragged on way too long.
(See Attachments H1-H3.)

3:00- 4:00 p.m. **Facilities**—*Presented by Lane Rose, Facilities Director*

Sherri Day, Facilities Office Manager, was with Lane to present the 2025 budget. He gave the 2024 inputs/outputs and the core functions and services. He briefly touched on the current year's projected outcomes. Next year's initiatives included completing the construction at Western Sports Park, Davis Park clubhouse roofing and flooring (if funded), and the new Bountiful Branch RFPs and pre-construction. There was a request to carry over the Xeriscape Project from 2024, but some professional contracting is needed to help plan and maintain the Xeriscaping areas to make them sustainable. This was discussed at length. His variances were discussed.
(See Attachments I1-I4.)

4:00- 5:00 p.m. **Budget Committee's Review of Requests**

The budget committee discussed some of the budget requests.

The meeting adjourned at 5:12 p.m.

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

A1-A20	2025 Animal Care Budget Summary and Variance Report
B1-B3	2025 CJC Budget Summary and Variance Report
C1-C8	2025 Attorney and Victim Services Budget Summary and Variance Report
D1-D4	2025 Justice Court Budget Summary and Variance Report
E1-E9	2025 HR and Risk Budget Summaries and Variance Reports
F1-F8	2025 Pretrial Budget Summary and Variance Report
G1-G36	2025 Legal Defenders Slide Presentation_Budget Summary and Variance Report
H1-H3	2025 Assessor's Budget Summary and Variance Report
I1-I4	2025 Facilities Budget Summary and Variance Report

Minutes prepared by:

Shairise Bills
Deputy Auditor

Minutes approved on: October 28, 2024

/s/ Curtis Koch
Curtis Koch
Auditor— Budget Officer