

The Budget Committee of Davis County met on June 24, 2025, at 12:30 p.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 facilitate locating discussion points in the audio recording. 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 12:35 p.m.

Opening Roll Call

Committee members present were Curtis Koch, Controller; Commissioner John Crofts; Commissioner Lorene Kamalu; Commissioner Bob Stevenson; Chris Bone, Human Resources Director; and Jeff Hassett, Information Systems Director. Shairise Bills, Deputy Controller, recorded the minutes of the meeting. There was no public attendance.

All departments were invited to attend the entire meeting, but it was not mandatory. While some did, others only attended during their designated presentation times. Only the name of the presenter was noted for the written record. This meeting was recorded in two parts, based on the length of the meeting, and is referred to as Audio Recording Sessions 1 and 2 for the listener.

Departmental Stress Test Presentations *(Audio Recording Session 1)*

The departments were asked by the Commission to conduct a stress test with hypothetical budget reductions. The questions that the Commission asked them to focus on were:

1. What reductions would your department have to make?
2. Please indicate by percent what reductions are related to Personnel, Operations, Allocations, and Capital Items.
3. Please explain how the reductions would impact the operations of your department, including estimates of what percentage of your functions are statutorily required and what percentage are discretionary.
4. Please address the cost of turnover on your operations. For instance, if a position is reduced and then reinstated in future budget seasons, what would be the impact of retaining that position?
5. What statutory functions are currently being impeded or not taking place due to the budgetary constraints?

There was a tight timeline for departments to report their stress test results to the committee, and in fairness, a timer was used to ensure everyone adhered to their allotted time to stay on schedule. For the record, detailed minutes of the following presentations were only recorded when a department did not submit any stress test documents; otherwise, please refer to the documents submitted by each department (shown as attachments) for the details of their stress tests.

Controller/Non-Departmental (*Minute 03:18*)—Presented by Curtis Koch

Clerk (*Minute 15:20*)—Presented by Brian McKenzie

Information Systems (IS) (*Minute 25:50*)—Presented by Jeff Hassett

Commission (*Minute 41:41*)—Presented by Shauna Brady

Treasurer (*Minute 54:33*)—Presented by Matt Brady

Recorder (*Minute 1:06:00*)—Presented by Kelly Silvester

Assessor(*Minute 1:18:40*)—Presented by Andy Hansen

Surveyor (*Minute 1:31:00*)—Presented by Max Elliott

Buildings and Grounds East (*Minute 1:38:36*)—Presented by Lane Rose

Community and Economic Development (CED) (*Minute 1:46:00*)—Presented by Chanel Flores

Break (*Audio Recording Session 2*)

The committee took a break and resumed the second session of the meeting at 2:39 p.m. The departmental stress test presentations continued as follows:

Vehicle Maintenance —Presented by Adam Wright

Justice Court (*Minute 09:45*)—Presented by Judge JC Ynchausti and Jennifer Bingham

Judge Ynchausti responded to the commissioner's questions as follows;

1. What reductions would your department have to make? *Personnel*.
2. Please indicate by percent what reductions are related to Personnel, Operations, Allocations, and Capital Items. *They would have to reduce by 1.5 clerk positions or achieve a 0.1% to 0.6% reduction in employee salaries.*

3. Please explain how the reductions would impact the operations of your department, including estimates of what percentage of your functions are statutorily required and what percentage are discretionary. *Everything they do is required by a statute, a court rule, or a policy of some kind. They also have separation of duty requirements by the courts.*
4. Please address the cost of turnover on your operations. For instance, if a position is reduced and then reinstated in future budget seasons, what would be the impact of retaining that position? *The Judge stated that he would not trust future commissions to reinstate those positions, as the promises made by this Commission cannot bind future commissions.*

Legal Defenders (Minute 24:20)—Presented by Todd Utzinger

Pre-Trial Services (Minute 35:40)—Presented by Johnnie Blackmon

Human Resources/Risk Management (Minute 45:46)—Presented by Chris Bone

Drug Court/Attorney/Victim Services (Minute 58:32)—Presented by Troy Rawlings

All of their statutory responsibilities are mandated, so having experienced staffing matters ensures that mandatory timelines can be met. Troy is concerned about the staffing needs in his office. His operations budget is not adequate. The only thing they can cut in their departments is people, to the tune of \$444,000 (which is what he was asked to cut). If they have to RIF any positions, they will have to decline lower-level offenses and send them back to the cities to prosecute, but they are not equipped to handle them. It will cause a war between Davis County and the cities.

Sheriff/Shooting Range/Search and Rescue/ Corrections/ Buildings and Grounds West (Minute 1:21:17)—
Presented by Sheriff Kelly Sparks

(Minute 2:03:00) Sheriff Sparks went on record to say, “The last few years, the County has done a remarkable job of getting our wages up to where we can be competitive. The chief deputies, the captains, and the commanders have done a great job of helping to build a good culture in our agency. I don’t feel like we have any impending excess right now, but my fear is that these discussions are going to be known by our people. And if you are working for an agency where the future is uncertain, where you’re not sure if you are going to be supported, if you are going to get merit increases, if you are going to get training, if you’re going to have security equipment, you’re going to be looking for other jobs”.

(Minute 2:06:20) Curtis addressed the committee on some housekeeping items. He appreciated the seriousness with which department heads and elected officials took this uncomfortable, hypothetical, but necessary scenario. He would point any future elected officials or the public to this discussion today to answer the question, Where is the “fat”? Whether one believes there is “fat” to trim or not, they should act on it. Curtis said that time was of the essence. After a long, emotional pause, he stated, “While I will continue to have personal to wise, fiduciary management of the County, my professional and statutory obligation will wrap up shortly.”

Davis County Budget Committee

Meeting Minutes

June 24, 2025

He said that in the time he has remaining, he will happily meet with anyone, but at the end of the day, after he leaves, he may not always be available to answer questions. The committee will meet again on June 30th to discuss the stress test results. Commissioner Stevenson stated that the County will need to implement a tax increase this year. To inform this decision, the County should look ahead to its five-year plan, and the Commission must be unified in its approach.

The meeting adjourned at 4:54 p.m.

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

A1-A8	Controller and Non-Departmental Stress Test Presentation
B1-B11	Clerk Budget Reduction Presentation
C1-C3	Information Systems Stress Test
D1-D2	Commission Stress Test
E1-E6	Treasurer-Stress Test
F1-F39	Recorder Stress Test
G1-G10	Assessor Stress Test Presentation
H	Surveyor Stress Test
I1-I2	B&G East budget reduction request
J1-J3	CED Stress Test
K1-K2	Vehicle Maintenance Stress Test
L1-L4	Legal Defenders Stress Test
M1-M2	Pre-trial Services Stress Test
NI-NS	HR and Risk - Stress test
O1-O14	Sheriff Stress Test

Minutes prepared by:

Shairise Bills

Deputy Controller

Minutes approved on: 8/11/2025

/s/ Scott Parke

Scott Parke

Controller— Budget Officer