These minutes are pending approval and are subject to change until approved.

DAVIS COUNTY BUDGET COMMITTEE MINUTES

Davis County Budget Committee Minutes
Tuesday, October 6, 2026

The Davis County Budget Committee met for its regularly scheduled meeting at 1:00 PM on October 6, 2026, in room 306 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Required legal notice of this meeting was given.

Disclaimer: The meeting was an open dialogue. All documents from this meeting are on file in the Davis County Controller's Office. The agenda for this meeting is incorporated into the minutes as item headers.

Following the approved Davis County policy, artificial intelligence (AI) was utilized in the preliminary creation of these minutes. The final minutes were edited and completed by Davis County Controller's Office staff.

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 01:00 PM.

OPENING

1. **ROLL CALL**

See department meeting details for Roll Call.

2. **APPROVAL OF MEETING MINUTES**

AGENDA ITEMS

3. **Health Department - 1:00 PM** - *recommended by Brian Hatch, Director*

Committee Members Present	Commissioner Bob Stevenson, Commissioner Lorene Kamalu, Commissioner John Crofts, Controller Scott Parke
Committee Members Not Present	Excused: ; Absent:
Other Staff Present	Juli Beesley Controller's Office, Chief Deputy Controller Andrew Driggs, Health Dept. Director Brian Hatch, Division Director Liz Carlisle Health Dept, Hollie Holley HR, Marina Brito HR, Information Systems Director Jeff Hassett, Human Resources Director Shawn Choate, Deputy Director Rachelle Blackham Health Dept., Deputy Director Dave Spence Health Dept.
Public Attendance	Pete Shay, Drew Chamberlain, Kendalyn Harris, Susan Lee, Bret Millburn

The Davis County Budget Committee meeting was called to order on Tuesday, October 6, 2026, at 1:00 PM.

Health Department Director Hatch presented the annual budget report for the Health Department, reporting that the department remains in good overall condition. He noted that the department continues to transition away from COVID-19 pandemic response funding, bringing operations and service delivery back down to near pre-pandemic levels. One final year of federal grant dollars will continue through November 2027, requiring ongoing long-term planning to maintain budget balance across programs.

Director Hatch reviewed the department's financial structure, which is managed under Fund 15 (Operational Budget, covering Health and Senior Services across separate ledgers) and Fund 46 (Capital Budget). Total projected 2027 revenues for Fund 15 are $22.7 million, representing an overall operational revenue decrease of $419,500. Within Fund 15, Health revenues are projected at $12.7 million (a $761,000 decrease) due to funding reductions in the Public Health Infrastructure Grant, Women, Infants, and Children (WIC) program, and Home Visiting programs. Senior Services revenues are projected at $3.1 million (a $239,000 decrease), driven by the state's transition from the Veteran Assistance contract. Property tax, registered personal property, and allocation subsidy revenues are projected at $6.9 million (a $580,000 increase), reflecting property tax growth and a one-time allocation subsidy transfer provided by Controller Parke to hold the department harmless against rising allocation costs. Director Hatch noted that Health Department revenue growth remains flat because the fund receives no sales tax allocations, and clarified that the department received no revenue from the recent General Fund property tax rate increase.

Total 2027 budgeted expenditures for Fund 15 are $22.4 million, reflecting a net expenditure reduction of $419,000 to match operational revenue shifts. Budgeted expenditures include $12.8 million for personnel (a decrease of $594,000), $7.2 million for operating expenses (a decrease of almost $2 million), $169,000 for capital expenses within Fund 15 (a decrease of $4,800), and $2.1 million for central services allocations (an increase of $656,000) paid back to the County for central administrative functions. To achieve these reductions, the department eliminated nine open positions that had been intentionally held vacant as grant funding ended. Major operational expenditure reductions included $1.2 million from the conclusion of the EPA Electric Vehicle Repair and Replacement Program (EVRAP) grant and $522,000 from the Veterans Directed contract shift. Director Hatch also noted that previous collaborative IT investments with Information Systems Director Jeff Hassett allowed the department to modernize servers, phone systems, and computer infrastructure ahead of schedule.

Under the proposed 2027 budget, projected revenues ($22.7 million) exceed projected expenditures ($22.3 million), yielding an operational surplus of $380,000 set aside to absorb potential compensation or cost-of-living adjustments. For fiscal year 2026, projected revenues of $21.9 million against expenditures of $21.5 million are anticipated to generate a $394,000 turnback into fund balance. Personnel requests for 2027 include creating a Bureau Manager position over Senior Centers to oversee three senior centers following the elevation of the Deputy Aging Director to Division Director, as well as reclassifying a long-term part-time non-merit Health Educator position to a part-time merit position, with minimal budget impact limited to benefits. The 2027 capital request within Fund 15 includes replacing three specialized hot/cold delivery vehicles for the Meals on Wheels program.

Commissioner Kamalu commended Director Hatch for consistent financial management and adaptability. Director Hatch noted that property tax accounts for approximately 25% of the department's budget, with the remaining 75% generated through federal and state grants and fee-for-service revenue. The discussion highlighted that while the Health Department Director position is governed by the Board of Health, operating as a County department creates significant cost efficiencies by utilizing central support services.

Director Hatch presented the fund balance projections for Fund 15, noting a current fund balance of $9.3 million. Adding the projected 2026 savings turnback of nearly $400,000 yields an anticipated ending fund balance of approximately $9.8 million. To maintain financial stability against unpredictable federal funding shifts, the department targets retaining 4 to 5 months (41%) of its operating budget in reserve, equaling $7.8 million. This leaves a surplus fund balance of $1.9 million, which Director Hatch recommended reserving for upcoming one-time expenses, transferring to Fund 46 for capital projects, or utilizing a combination of both approaches.

Director Hatch reviewed Fund 46 capital projections, starting with a current balance of $7.1 million. Active capital commitments include $1.5 million encumbered for the Inspection & Maintenance Tech Center facility (scheduled for completion in May or June 2027) and $200,000 encumbered for Health Building HVAC system maintenance]. Following these expenditures, the Fund 46 ending balance is projected at $5.4 million, which will support future capital projects, including renovating the Counseling Center building to consolidate Senior Services into a single-stop hub and replacing the roof on the Thalia building. Director Hatch and Commissioner Stevenson discussed the Clearfield I&M campus property, noting that the Health Department will fully vacate the Commission building by July 2027 upon moving to the new Tech Center, making the entire campus available for future County disposition or sale.

In response to inquiries from Commissioner Crofts regarding discretionary employee days off and policy updates, Director Hatch requested advance communication to manage client appointment schedules and noted the operational impact of County allocation increases. Director Hatch confirmed to Commissioner Kamalu that Midtown Community Health Center pays lease payments for space within the Health Department facility to serve vulnerable populations. Controller Parke expressed full confidence in the department's financial management and 5-year forecast. Commissioner Kamalu praised the department's statewide reputation, human services alignment, collective impact model, and management of the Davis Links online directory. The meeting adjourned at approximately 1:40 PM.

4. **Davis Behavioral Health - 1:30 PM** - *recommended by Brandon Hatch*

Committee Members Present	Commissioner Bob Stevenson, Commissioner Lorene Kamalu, Commissioner John Crofts, Controller Scott Parke
Committee Members Not Present	Excused: ; Absent:
Other Staff Present	Juli Beesley Controller's Office, Chief Deputy Controller Andrew Driggs, CFO Davis Behavioral Health Ryan Westergard, CEO Davis Behavioral Health Brandon Hatch, Surveyor Jeremiah Cunningham, Information Systems Director Jeff Hassett, Human Resources Director Shawn Choate
Public Attendance	Pete Shay, Drew Chamberlain, Susan Lee, Kendalyn Harris, Bret Millburn

The budget committee meeting of Davis Behavioral Health was called to order at approximately 1:45 PM on October 6, 2026.

Controller Parke opened the meeting by clarifying that Davis Behavioral Health is not a Department of the County, as it operates under its own governing board and independent budget. However, the County provides an annual appropriation because Davis Behavioral Health fulfills statutory obligations that the County would otherwise be required to perform. CEO Hatch presented an operational overview, stating that Davis Behavioral

Health serves close to 13,000 Davis County residents annually across multiple offices throughout the County. The organization provides a broad spectrum of behavioral health services to any resident seeking care, while also partnering with the County to deliver specialized behavioral health services within the County jail.

CFO Westergard presented the financial breakdown comparing Fiscal Year 2026 and Fiscal Year 2027 revenue streams in the requested budget. Federal pass-through funding transmitted through the County includes mental health and substance abuse block grants, while State of Utah pass-through funding includes general contracts and Justice Reinvestment Initiative funding, which has decreased substantially over time. Federal Medicaid match requirements fluctuate based on state economic conditions and the local unemployment rate in Davis County. While the required Medicaid match dropped by 7% during the pandemic from historical levels of 33%, it has since phased back into full strength at approximately 37%, supported by mid-$20 million in overall Medicaid funding. State General Fund appropriations require a 20% local statutory County match, totaling $1.522 million. Davis County has maintained a slight over match for several years, providing operational flexibility to absorb mid-year state funding increases without requiring formal County budget amendments.

For County-specific contracts covering jail substance abuse treatment, jail mental health treatment, and the mental health court supplement, Davis Behavioral Health requested $2.123 million for the upcoming fiscal year, maintaining the same funding as the previous year to accommodate County budget limitations. Additionally, Davis Behavioral Health requested the renewal of a $90,000 allocation from County opioid litigation settlement funds to backfill historic reductions in Drug Court treatment funding. Controller Parke confirmed that the draft County opioid settlement budget accounts for the $90,000 allocation alongside funding for a County jail body scanner, naloxone kits at the County jail, and legal defender assistance.

The budget committee discussed operations at the Davis Behavioral Health crisis receiving center following inquiries from Commissioner Stevenson regarding drop-off rates from southern County law enforcement agencies. CEO Hatch explained that while drop-offs from southern municipalities have slightly decreased due to geographic distance from the facility in Layton compared to the County jail in Farmington, overall law enforcement drop-offs across the County have reached historic highs. The receiving center operates 10 recliners for initial intake and 11 crisis beds, with recliners near full capacity almost every night. Approximately 75% of arrivals are self-referrals seeking urgent behavioral healthcare, supplemented by several hundred law enforcement drop-offs annually. CEO Hatch emphasized ongoing outreach to police departments to highlight that receiving center drop-offs require five minutes or less, providing a significantly faster and more cost-effective alternative to booking individuals into the County jail. Commissioner Stevenson and Commissioner Kamalu affirmed the importance of receiving center diversion for community support and fiscal efficiency. CEO Hatch noted that sentencing guideline changes under the Justice Reinvestment Initiative since 2017 made drug-related offenses misdemeanors rather than felonies, complicating efforts to engage individuals in long-term treatment.

CEO Hatch reported that the receiving center model developed by Davis Behavioral Health has been replicated statewide, with operating centers now established in Logan, Utah County, Salt Lake County, Price, and St. George, and additional rural centers planned in upcoming legislative sessions. Every individual discharged from the receiving center receives a follow-up treatment appointment, backed by intensive community outreach to ensure high program compliance. Regarding County jail medical care, contracted medical staff dispense medication-assisted treatment for inmates with opioid use disorders prior to discharge, connecting individuals with Davis Behavioral Health for ongoing outpatient care. Finally, the Commission reviewed County jail re-entry programming. While Davis Behavioral Health currently funds a part-time case manager for inmate re-entry, Sheriff's Office leadership is re-evaluating the full-time re-entry liaison position. Davis Behavioral

Health scheduled a joint meeting with the Sheriff and County jail staff for the following week to finalize an expanded re-entry strategy. With no further questions or business, the meeting adjourned at 2:00 PM.

5. **Children's Justice Center - 2:00 PM** - *recommended by Julie Stephenson, Children's Justice Center Director*

Committee Members Present	Commissioner Bob Stevenson, Commissioner Lorene Kamalu, Commissioner John Crofts, Controller Scott Parke
Committee Members Not Present	Excused: ; Absent:
Other Staff Present	Juli Beesley Controller's Office, Chief Deputy Controller Andrew Driggs, Human Resources Director Shawn Choate, Children's Justice Center Director Julie Stephenson, County Attorney Troy Rawlings, Surveyor Jeremiah Cunningham, Suzanne Horsley Attorney's Office, Brindy Solomon Children's Justice Center, Jill Tew HR, Marina Brito HR, Information Systems Director Jeff Hassett
Public Attendance	Drew Chamberlain, Bret Millburn, Kendalyn Harris, Susan Lee

The Children's Justice Center Budget Committee Meeting convened at 2:05 PM on October 6, 2026.

Director Stephenson introduced a six-minute video presentation featuring statements from survivors and parents to illustrate the operations and impact of the Children's Justice Center. The presentation highlighted the Multi-Disciplinary Team (MDT) model, which establishes a centralized, private facility allowing child victims to disclose traumatic experiences a single time to all investigating agencies, avoiding repetitive interviews. Key services depicted included forensic medical examinations to assess injuries and infections, immediate emotional support, respectful care for families, and structured healing processes for child victims.

Director Stephenson detailed the organizational structure of the Children's Justice Center, which operates with three full-time staff members—Director Stephenson, a full-time Victim Coordinator, and a full-time Forensic Interviewer—alongside three part-time positions, including a part-time Forensic Interviewer and two Office Specialists. Operational funding relies on County support, the County Attorney's Office, community donations, and two major grants. Grant revenues comprise a federal Victims of Crime Act (VOCA) grant providing $32,000 annually across two-year fiscal cycles and a state Children's Justice Center grant of $388,000 from the Utah Attorney General's Office, which accounts for approximately 30% of overall expenses and requires ongoing legislative engagement.

Director Stephenson submitted a budget request to transition the current part-time Forensic Interviewer position into a second full-time Forensic Interviewer position. Forensic interviewers undergo specialized Forensic Interview Technique (FIT) certification through the Utah Attorney General's Office to produce court-admissible evidence. County Attorney Rawlings emphasized that high-quality forensic interviews are vital for prosecuting severe first-degree felony cases, such as child sexual assault. County Attorney Rawlings explained that interviewers are routinely subpoenaed for multi-day court trials and pre-trial preparation, which significantly reduces their availability to perform interviews at the facility. County Attorney Rawlings further noted that the County Attorney's Office maintains a rigorous trial posture with minimal plea bargaining on severe offenses, increasing trial demands.

The Utah Attorney General's Office has committed to covering 50% of the costs for the expanded full-time Forensic Interviewer position. Because state grant funding aligns with the state fiscal year beginning July 1 (Fiscal Year 2028), initial budget requests reflect half-year funding, with a long-term ongoing net cost of $100,000 gross prior to state reimbursement. In response to inquiries from Commissioner Stevenson and Commissioner Crofts regarding capacity, Director Stephenson indicated that while two full-time interviewers represent an immediate practical request, case volume could support three full-time interviewers. Director Stephenson also noted a future need for an additional part-time Victim Coordinator to assist with system data entry and family support.

Addressing inquiries regarding annual case volume exceeding 500 cases, Director Stephenson attributed the increase to both population growth in Davis County and enhanced public awareness campaigns encouraging reporting. On the subject of abuse prevention raised by Commissioner Stevenson, Director Stephenson outlined participation in the County Health Department Abuse Prevention Work Group, community outreach, and school-based programs administered by Prevent Child Abuse Utah. Regarding juvenile offenders, Director Stephenson stated that through National Children's Alliance accreditation and specialized linkage agreements, the Children's Justice Center facilitates trauma-informed therapy and psychosexual evaluations for juveniles displaying problematic sexual behavior to mitigate re-perpetration risks. County Attorney Rawlings added that while broad prevention programs would require a separate County division, the primary focus of the County Attorney's Office remains "prevention by conviction" to remove dangerous offenders from the community.

Following the discussion and with no further questions from the Commissioners, the Children's Justice Center budget presentation concluded at 2:34 PM.

6. **Attorney and Victim Services - 2:30 PM** - *recommended by Troy Rawlings, County Attorney*

Committee Members Present	Commissioner Bob Stevenson, Commissioner Lorene Kamalu, Commissioner John Crofts, Controller Scott Parke
Committee Members Not Present	Excused: ; Absent:
Other Staff Present	Juli Beesley Controller's Office, Chief Deputy Controller Andrew Driggs, Human Resources Director Shawn Choate, Chief Deputy Attorney David Cole, County Attorney Troy Rawlings, Surveyor Jeremiah Cunningham, Suzanne Horsley Attorney's Office, Chief Deputy Attorney Craig Webb, Jill Tew HR, Marina Brito HR, Information Systems Director Jeff Hassett
Public Attendance	Drew Chamberlain, Bret Millburn, Kendalyn Harris, Susan Lee

The Davis County Attorney & Victim Services Budget Committee meeting convened at 2:35 PM on October 6, 2026.

County Attorney Rawlings presented the budget request for the Davis County Attorney's Office, emphasizing that every item represents a necessary mandatory operational request to maintain optimal, high-quality public service for the citizens of Davis County without performance drop-off. County Attorney Rawlings explained that while physical infrastructure and facilities are important considerations for the future, the primary operational asset of the department is its personnel, who fulfill the dual constitutional mandate of protecting public safety and upholding the United States Constitution. Highlighting recruitment and retention

as the critical lifeblood of the office, County Attorney Rawlings noted that six department prosecutors have been appointed as judges in recent years, demonstrating the superior caliber of staff. To maintain competitive recruitment and prevent retention collapse under heavy caseloads, County Attorney Rawlings urged the Commission to preserve the current Merit increase system and Cost of Living Adjustment (COLA). County Attorney Rawlings also acknowledged the Commission's passage of tax adjustments to support the criminal justice system and highlighted the demanding nature of criminal prosecutions handled by the staff.

County Attorney Rawlings addressed the top priority request regarding salary increases for vacant and active investigator positions to achieve pay parity with the Davis County Sheriff's Office. Chief Deputy Attorney Webb and County Attorney Rawlings reported that department investigators are currently paid approximately 3% below equivalent positions in the Davis County Sheriff's Office despite investigating complex, high-responsibility matters including homicides and officer-involved shootings. Chief Deputy Attorney Webb noted that an investigator position has remained open all year due to non-competitive compensation, causing qualified active law enforcement candidates to decline employment. Following a discussion regarding existing County benchmark policies and prior Commission action on grade adjustments, Commissioner Stevenson and County Attorney Rawlings agreed to review the classification benchmark policy offline.

County Attorney Rawlings presented administrative staffing requests, beginning with a request to transition a provisionally approved temporary seasonal front desk position into a permanent full-time Office Specialist 1 position. County Attorney Rawlings explained that extended medical leaves have required Confidential Secretary Horsley to cover the reception desk for seven consecutive weeks, diverting her from critical administrative, legal transcript, financial, and trial preparation duties. Additionally, County Attorney Rawlings requested a new Legal Secretary (LS1) position to assist legal support staff and Victim Advocates, noting that Victim Advocates have accumulated a backlog of approximately 200 probation violation notices due to clerical workload constraints. County Attorney Rawlings further noted that following the departure of former supervisor Karen Gomez, an attorney will assume supervisory responsibilities for support staff, yielding cost savings for the County.

Regarding legal staff, County Attorney Rawlings outlined a request for a new lower-level County Attorney 3 position to manage expanding caseloads across 13 state agencies and federal entities. County Attorney Rawlings also presented a request to promote four experienced, high-performing prosecutors to Senior Trial Counsel, noting that 19 of the 20 prosecutors in the office possess over 10 years of experience. Chief Deputy Attorney Cole explained that the office averages 19 years of legal experience and utilizes a normalized salary structure based on experience, which fosters strong morale, eliminates internal competition, and strengthens retention. The total estimated cost for the four Senior Trial Counsel promotions is approximately $40,000. When discussing budget priorities, County Attorney Rawlings stated that if expenditure cuts are required, maintaining Merit/COLA and funding the Senior Trial Counsel promotions for existing personnel takes priority over creating the new County Attorney 3 position.

County Attorney Rawlings outlined a strategy to collaborate with Information Systems Director Hassett to integrate Artificial Intelligence to automate and help manage administrative processes using secure, County-approved sandbox AI to ensure compliance with privacy regulations. To support this initiative, County Attorney Rawlings requested the creation of a new Division Chief position to manage technology integration, evidence management systems, and establish an internal Restitution Collection unit. County Attorney Rawlings highlighted that Attorney Larson currently manages AI program development alongside a full prosecution caseload, and a dedicated Division Chief would allow Attorney Larson to focus on prosecution

while the department builds an in-house restitution unit to improve victim debt recovery beyond the state average rate of 2% to 4%.

The committee discussed long-term facility planning, with County Attorney Rawlings confirming that the Attorney's Office plans to relocate to a proposed new County building, while remaining open to keeping the Civil Division at the current campus near the Commission chambers if preferred by stakeholders. County Attorney Rawlings presented a request for an additional juvenile court prosecution software module for the EPRO system, noting it requires a one-time upfront cost and ongoing maintenance. Finally, Information Systems Director Hassett addressed a $100,000 request for computer hardware upgrades, explaining that system-wide computer costs are rising by 20% as of October 1st and that Information Systems maintains a four-tier hardware replacement structure that prioritizes high-requirement roles such as attorneys.

Hearing no further business, the meeting adjourned at 3:05 PM.

7. **Library - 3:00 PM** - *recommended by Joshua Johnson, Director*

Committee Members Present	Commissioner Bob Stevenson, Commissioner Lorene Kamalu, Commissioner John Crofts, Controller Scott Parke
Committee Members Not Present	Excused: ; Absent:
Other Staff Present	Chief Deputy Controller Andrew Driggs, Library Deputy Director Ellen Peterson, Library Director Josh Johnson, Library Deputy Director Matt Goff, Tony Summers HR, Shawn Choate HR, Marina Brito HR, Information Systems Director Jeff Hassett
Public Attendance	Drew Chamberlain, Bret Millburn, Kendalyn Harris, Susan Lee

The Davis County Library Budget Committee meeting was officially called to order at 3:11 PM.

Library Director Johnson opened the budget presentation by reviewing per capita revenue and collection expenditure data comparing Davis County with other public library systems across Utah. Director Johnson noted that Davis County serves a larger population service area than Weber County and Washington County, while Utah County, despite being the second most populous County in the state, does not operate a unified library system. For collection expenditures, Director Johnson highlighted that Salt Lake City Public Library spends approximately $13 per capita and previously declined a reciprocal borrowing agreement with Davis County due to equity concerns over per capita spending differentials. In contrast, Davis County maintains a solid reciprocal borrowing agreement with Weber County. Additionally, Director Johnson stated that Davis County Library has maintained a consistent annual expenditure of approximately $1 million for books, materials, and digital databases over recent years.

Turning to the operational budget proposal, Director Johnson requested a net personnel budget reduction by eliminating five additional vacant positions. Off-site location facility expenditures were budgeted at approximately $170,000, reflecting ongoing maintenance and lease commitments. Director Johnson noted that central cost allocations to the Library total $304,000 after General Fund hold-harmless adjustments, reaching approximately double the Library's anticipated non-staff operating expenditures. To balance the proposed budget, the Library plans to draw $500,000 from its fund balance, noting that the Library

historically turns back approximately $800,000 annually in unspent funds. To address mounting allocation costs without relying solely on reserves or unavailable $500,000 grants, Director Johnson outlined operational options, including reducing allocation constants such as computer counts or facility square footage, or ultimately closing a branch in an extreme scenario, though such measures would impact public services.

Addressing revenue history, Director Johnson recalled that the Library last received a property tax revenue adjustment in 2017. Those revenues supported dedicated capital projects and operational wage stabilization, and prudent financial management extended budget viability past initial predictions that a tax increase would be required by 2023. In 2024, set-asides for the Bountiful branch project ceased as debt service payments commenced, and $3.5 million was transferred from operations into the capital fund. In 2025, operating funds were again transferred into capital projects to complete scheduled construction. Financial modeling indicates that while the fund balance remains in the healthy zone through 2027, it will transition into an unhealthy status by 2030 under current allocation trends. Controller Parke and Director Johnson emphasized that unlike General Fund operations supported by sales tax or health operations with multiple funding tools, property-tax-funded entities lack automatic inflationary adjustments, making proactive annual monitoring essential to address potential funding deficits well before 2030.

Regarding organizational restructuring, Director Johnson clarified that ten clerk positions, totaling 4.8 full-time equivalents, were eliminated through natural staff attrition and the County hiring freeze without laying off any employees. The restructuring modernized service delivery by allowing generalist staff to address basic patron inquiries while enabling librarians to develop specialized roles. Full implementation of this staffing framework is slated for completion on paper by July of next year, with complete operational integration expected over the following two years. Furthermore, Director Johnson noted that the Library is updating its strategic plan, refining its mission and vision in coordination with marketing research, and evaluating patron survey data to ensure any future revenue requests reflect demonstrated community needs and expanded public services. Hearing no further questions from the Commission, the meeting adjourned at 3:33 PM.

8. **Justice Court - 4:00 PM** - *recommended by Jc Ynchausti, Justice Court Judge*

Committee Members Present	Commissioner Bob Stevenson, Commissioner Lorene Kamalu, Commissioner John Crofts, Controller Scott Parke
Committee Members Not Present	Excused: ; Absent:
Other Staff Present	Human Resources Director Shawn Choate, Chief Deputy Controller Andrew Driggs, Justice Court Judge JC Ynchausti, Jennifer Bingham Justice Court, Jill Tew HR, Marina Brito HR, Information Systems Director Jeff Hassett
Public Attendance	Drew Chamberlain, Bret Millburn, Kendalyn Harris, Susan Lee

The Davis County Justice Court Budget Committee meeting was officially called to order at 4:01 PM.

Judge Ynchausti presented the departmental budget summary and annual workload statistics for the Davis County Justice Court. Out of the nine justice courts operating across the County, the Davis County Justice Court processes approximately 39% of all justice court work in the County. Specific case filings included 939 criminal cases (representing 34% of the County total), 712 small claims cases (representing 63% of the County

total), and 10,812 traffic cases. Scheduled matters for the year totaled 137 proceedings, comprising 18 scheduled jury trials with 1 held, 143 scheduled bench trials with 104 held, and 19 judge-facilitated mediations. Judge Ynchausti explained that judge-facilitated mediations utilize retired justice court judges to resolve cases prior to trial without affecting trial standing.

Judge Ynchausti detailed municipal court operations across the County, noting that nine cities maintain independent municipal justice courts, while unincorporated areas of the County, as well as the cities of Farmington and Kaysville, are served directly by the Davis County Justice Court through interlocal agreements. Discussions covered potential judicial reform efforts that may prompt smaller municipal courts to consolidate or transfer caseloads to the County or district courts. By comparison, Salt Lake County is closing its justice court, reallocating an estimated 9,000 to 10,000 cases to the Third District Court. Should additional municipalities in Davis County opt to dissolve their justice courts, statutory territorial jurisdiction dictates that non-municipal cases would revert to the Davis County Justice Court, requiring expanded physical space, additional judges, and increased administrative personnel. Judge Ynchausti also outlined the judicial appointment procedure, noting that judicial vacancies are administered through a Judicial Nominating Committee under the Administrative Office of the Courts, which forwards candidates to the County Commission for final interview and selection.

Judge Ynchausti highlighted that the Davis County Justice Court was recognized by the Administrative Office of the Courts as the top-performing justice court in the state, achieving exemplary audit scores and operational reviews across all other statewide courts. However, Judge Ynchausti and Administrator Bingham expressed critical concern regarding staff retention and salary disparities, noting that trained judicial assistants are frequently recruited by other County departments offering higher compensation. Judge Ynchausti emphasized that judicial assistants require extensive specialized training, state clerk certifications, and continuous education to meet both state and County administrative standards. Director Shawn Choate and Controller Parke reported that a preliminary Human Resources compensation study comparing judicial assistants to legal assistants in the Attorney's Office indicated an estimated $49,000 total adjustment to achieve internal equity. Controller Parke confirmed that a placeholder amount of approximately $50,000 would be added to the budget wrap-up meeting agenda pending individualized position evaluations by Human Resources.

Controller Parke and Judge Ynchausti discussed ongoing improvements in budget transparency, moving away from past practices toward collaborative departmental planning between the Court, the Controller's Office, and Human Resources. Judge Ynchausti reported that the Davis County Justice Court generates approximately $1.2 million annually in court revenue and fee collections for the County. Additional discussions addressed trial procedures, distinguishing bench trials for minor infractions from jury trials where liberty interests are involved, as well as unique jurisdictional arrangements in Bountiful and Layton. Administrator Bingham noted the immense volume of public interaction handled by court personnel. Judge Ynchausti stated there were nearly 43,000 incoming telephone calls in fiscal year 2026. Judge Ynchausti extended an invitation to the Commissioners to observe court sessions and clerk operations firsthand.

The meeting of the Davis County Justice Court Budget Committee was adjourned at 4:37 PM.

CLOSED SESSION

If needed, the meeting may be closed for reasons permitted under Utah Code Annotated §52-4-205.

ADJOURNMENT

The budget committee meeting was adjourned at 4:37 PM.

Minutes Prepared by:
Juli Beeseley
Controller's Office

Minutes Approved on:
PENDING APPROVAL