Davis County Budget Committee

Meeting Minutes

October 28, 2019

The Budget Committee of Davis County met on October 28, 2019, at 1:00 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.

Committee members present were: Commissioner Randy B. Elliott; Commissioner Lorene Miner Kamalu; Commissioner Bob J Stevenson; Curtis Koch, Clerk/Auditor; Heidi Voordeckers, Chief Deputy Clerk/Auditor; Mark Langston, Information Systems Director; and Debra Alexander, Human Resources Director.

Other Davis County staff in attendance were Jana Bake, Human Resources Deputy Director; and Shairise Bills, Deputy Clerk/Auditor.

Former Davis County Commissioner P. Brett Millburn also attended.

The meeting commenced at 1:05 p.m. The following agenda items, as shown in bold, were discussed.

1. **Review of the Tentative 2020 Budget – *Presented by Curtis Koch*** *(Minute 1:03)*

   Curtis presented the tentative budget to the committee. He read the budget message that included the 2019 outlook and recommendations and workforce initiatives. The Budget Officer recommended base pay adjustments of between 3% -5%. Employee benchmark adjustments, market adjustments (COLA), and merit increases were discussed at length.

   Curtis explained his recommendations in the areas of operations, capital, equipment, buildings, and allocations. He gave a summary of the requests by each fund. The Golf Fund, Fund 51, was discussed at length as it related to its business structure and revenues, and its sustainability. The Budget Committee recognizes there are several unmet and unfunded capital needs at both courses, and is committed to addressing these concerns outside of the annual budget process. The fund balances for total revenues for 2020 are projected to be $203,067,553.00, and expenditures for 2020 are projected to be $187,120,731.46, with $25,139,697.00 in Transfers In, and $21,639,696.84 in Transfers Out.

   The budget message will be submitted along with the tentative budget, in Commission meeting on October 29,2019. Curtis explained that the Auditor's recommendations are intended to keep a level, steady budget. Once the Commissioners accept the tentative budget and department heads give feedback on the proposed budget, the Auditor's Office will continue to work with the Commission to make any revisions to the budget to aid in the process of finalizing it.
   (See Attachments A1-A49.)

The meeting adjourned at 2:42 p.m.

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The audio recording for this meeting is available based upon the County's current retention schedule. All publicly distributed materials associated with this meeting are on file in the Davis County Clerk/Auditor's Office, and attachments are identified as follows:

A1-A49 Budget Message and Tentative Budget

Minutes prepared by:

Shairise Bills
Deputy Clerk/Auditor

Minutes approved on: 01/13/2020

/s/ Curtis Koch
Curtis Koch
Clerk/Auditor— Budget Officer