Davis County Budget Committee

Meeting Minutes

July 19, 2021

The Budget Committee of Davis County met on July 19, 2021, at 2:00 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; Curtis Koch, Clerk/Auditor; Heidi Voordeckers, Chief Deputy Clerk/Auditor; Chris Bone, HR Director; and Mark Langston, Information Systems Director. Shairise Bills, Deputy Clerk/Auditor, recorded the minutes for the meeting. Commissioner Stevenson joined the meeting at 2:21 p.m.

Davis County Staff present were: Sheriff Kelly Sparks, Mitch Matern, Buildings and Grounds West (B&GW) Maintenance Manager; Chad Monroe, and Sheriff Special Services Emergency Manager.

There was no public attendance.

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 clarification of the content. Timestamps have been noted in the minutes to aid in locating points of discussion in the audio record. The audio recording for this meeting is available based upon the County's current retention schedule. All documents from this meeting are on file in the Davis County Clerk/Auditor's office.

The meeting commenced at 2:04 p.m.

1. **Proposed Approval of Budget Meeting Minutes for 5/20/21, 6/1/21, and 6/14/21** *(Minute 00:42)*
   Commissioner Elliott motioned to approve the meeting minutes for 5/20/21, 6/1/21, and 6/14/21. Commissioner Kamalu seconded the motion, and all voted aye.

2. **Review of the 7/20/2021 Budget Opening Items**—Presented by Heidi Voordeckers, Chief Deputy Clerk/Auditor *(Minute 01:50)*
   Heidi showed the list of budget opening items that will be presented in the Commission meeting on 7/20/2021. Tomorrow's primary reason for the budget amendment is to record the funds needed to pay off an early retirement of some debt. A public hearing will be held before Commission approval. *(See Attachments A1-A2.)*

3. **Sheriff's Office Request to upgrade the Maintenance Specialist II position to a Journeyman Maintenance Specialist**—Presented by Mitch Matern, B&GW Maintenance Manager *(Minute 12:09)*
   The Sheriff's Office requested an upgrade of a Maintenance Specialist II position to a Journeyman Maintenance Specialist. This change will solve the HVAC maintenance issues they have and offer financial savings to the County. The Commissioners were all in agreement with this upgrade. *(See Attachments B1-B2.)*

American Rescue Plan Act (ARPA) Allocations:

4. **Draft Plan and Community Discussion**—Presented by Curtis Koch, Clerk/Auditor *(Minute 36:38)*
   Curtis presented the State and Local Fiscal Recovery Funds (SLFRF) draft plan. An interim report will need to be filed by August 31, 2021, for the expenditures from the date of award from March 3 to July 31, 2021. The seven categories for expenditures are Public Health, Negative Economic Impacts, Services to Disproportionately Impacted Communities, Premium Pay, Infrastructure, Revenue Replacement, and Administrative. He covered the compliance and reporting guidance with the Committee and some of the ARPA projects. *(See Attachments C1-C12, -D1-D3, E1-E35, and F.)*

5. **Emergency Operations Center (EOC)**—Presented by Sheriff Kelly Sparks and Mitch Matern *(Minute 1:30:47)*
   Sheriff Sparks gave a history of the Sheriff's Office and detailed the need for the Emergency Operations and Dispatch Centers. They would like something similar to the Tooele EOC, and those amenities were explained. There was some discussion about where to locate the facility at the Sheriff's Office. One option was to demo the existing maintenance shop, and the other was to remove the helipad to build the new EOC. Ideally, the Sheriff and Mitch prefer the former option.

6. **Court Backlog Tsunami** *(Minute 1:48:40)*
   Troy Rawlings, County Attorney, explained the backlog in the court system known as the "Tsunami." There are 161 jury trials scheduled to begin in October and another 300 cases awaiting court dates. They need resources to deal with this. COVID money will fund these positions right now, but the money will end on December 31, 2024, and the exit strategy is to assess and continue to support these positions if there are enough growth or riff positions as required.

   Todd Utzinger, Legal Defender, explained how the Tsunami affects the Legal Defenders office and what resources are needed to deal with it. They need three additional Contract Attorneys, a Social Worker, and a Data Analyst/Case Manager. Heidi said a budget amendment should be submitted and formal action taken before recruitment for these positions for transparency in funding sources. *(See Attachments G1-G6.)*

7. **Adjournment**—The meeting adjourned at 4:23 p.m.

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

A1-A2.	Budget Opening Items 7-20-21
B1-B2.	Journeyman Maintenance Specialist Budget Proposal
C1- C12.	SLFRF Draft Plan 7 19 2021
D1-D3.	ARPA Projects

E1-E35.	SLFRF Compliance and Reporting Guidelines
F.	All ARPA Guidance by Topic and Page
G1-G6.	Criminal Justice Tsunami Recommendations

Minutes prepared by:

Shairise Bills
Deputy Clerk/Auditor

Minutes approved on: 09/13/2021

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