Davis County Budget Committee

Meeting Minutes

October 5, 2021

The Budget Committee of Davis County met on October 5, 2021, 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 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 9:06 a.m.

1. **Opening—Roll Call**

   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; and Mark Langston, Information Systems (IS) Director. Shairise Bills, Deputy Clerk/Auditor, recorded the minutes for the meeting. Commissioner Stevenson left this meeting at 2:00 p.m.

2. **9:00 – 10:00 a.m.** **Review of Operating Growth/Variance**—Presented by Heidi Voordeckers

   Heidi reviewed Operating Growth/Variance.

   (See Attachment A.)

3. **10:00- 10:30 a.m.** **Utah State University (USU) Extension** — *Presented by Sheriden Hansen*

   Sheriden Hansen was here instead of Justen Smith to present the budget requests for USU Extension. She explained what the Extension Center does to educate and meet the community's needs in the areas of agricultural practices, water conservation, home horticulture help, nutrition education, food safety training, and 4-H youth leadership development. They have been highly focused on water conservation this year. The budget requests totaled $251,874. The difference in budget requests from last year was due to the cost of living increases.

   (See Attachments B1-B15.)

4. **10:30- 11:00 a.m.** **Davis Behavioral Health**— *Presented by Ryan Westergard, CFO, and Brandon Hatch, DBH Director*

   Brandon showed a PowerPoint presentation of the client demographics served by Davis Behavioral Health, and Ryan presented the budget requests for 2022. The total requested amount was $ 1,971,700.

   (See Attachments C1-C6.)

5. **11:00- 12:00 p.m.** **Clerk/Auditor, Non-Departmental, Special Services Area (SSA**)— *Presented by Curtis Koch, Clerk/Auditor; and Heidi Voordeckers, Chief Deputy Clerk/Auditor*

Brian McKenzie, Chief Deputy Clerk/Auditor, attended this presentation. Curtis gave an overview of the current year's outcomes in his office. He said this is the 27th consecutive year that the Auditor's office has received the Government Finance Officers Association (GFOA) award for budget transparency and anticipates receiving it again this year. The Auditor's Office successfully managed the financial impact of the COVID-19 pandemic, including the CARES and SLFRF funding. On the Clerk's side of the office, they have established a new Commission Clerk Division and overhauled the Record's Ordinance. There is a strong focus on election security. Curtis explained the budget requests for his department and reviewed the budgets for Non-departmental and Special Service Area.

(*See Attachments D1-D3.)*

6. 12:00- 1:00 p.m. Budget Committee's Review of Requests-Working Lunch

The Committee reviewed the requests thus far.

7. 1:00- 2:00 p.m. Sheriff and Search and Rescue—*Presented by Sheriff Kelly Sparks*

Chief Deputy Sheriff Andy Oblad and Chief Deputy Sheriff Arnold Butcher joined Sheriff Sparks to present items 7, 8, 9, and 10 on the agenda. From Search and Rescue, Brent Jensen and Steven Rohwer also joined Sheriff Sparks in the Search and Rescue budget presentation. Sheriff Sparks said his top priorities for the department are pay increases, a fleet management system, a Five Patrol Corporal, and a TLO (Intel service) subscription. He has made $258,000 in cuts to the operations budget to make room for $1.2 million in increases. The most significant increase is a request for a car-per-man which is an addition of 11 vehicles plus equipment totaling $845,000.

Steve said the level of training had increased year-over-year due to the County funding the program. He said the priorities of Search and Rescue are obtaining cold-weather gear, replacing mountain gear, and purchasing an amphibious vehicle. They made $6,500 in cuts to the budget to make room for $24,960 in new requests. The requests for capital improvements were $85,000 for an amphibious vehicle and $20,000 to replace two 4-wheelers.

(See Attachments E1-E7)

8. 2:00- 2:30 p.m. Buildings and Grounds West—*Presented by Mitch Matern*

Mitch explained the current year's outcomes. They were significant this year. He said some of the priorities for 2022 are the Old Visiting Architectural and Engineering (A/E) services, the construction of Old Visiting, and the replacement of a 31-year-old boiler. They have cut the operations budget by $24,500 to make room for $97,856 in new requests.

(See Attachments F1-F5.)

(Minute 39:00) The Committee presented the Weber County Data comparison to Davis County to preface the conversation of the "12-4-2 plan" concerning the HR proposal to increase the wage ranges by 12% and wages by 4% right away, and then a 2% wage increase on January 1, 2022. Employees will also be eligible for up to a 3.5% increase for merit pay for performance appraisals, and HR is planning another compensation and benefits study for 2022 for fine-tuning. Eight positions in the County are also targeted for benchmark adjustments. The cost is projected to be roughly $5.2 million ongoing. The Committee will have this discussion with each department.
(See Attachment G.)

9. **2:30- 3:00 p.m.** **Dispatch-911**—*Presented by Sheriff Kelly Sparks (Minute 1:21:00)*

   Sheriff Sparks said the Davis County dispatch center is one of the busiest in the state. They are working toward a virtual consolidation, but he thinks the County needs to build a physical consolidation. The priorities are pay increases and additional workspace. They made operational budget cuts of $188,000 to make room for new increases of $20,812.
   (See Attachments H1-H3.)

10. **3:00- 4:00 p.m.** **Corrections and Commissary**—*Presented by Sheriff Kelly Sparks (Minute 1:28:52)*

    Sheriff Sparks presented the current year projected outcomes. Next year's budget initiatives were explained. The priorities are pay increases, the medical provider contract, and the dental provider contract. They made $72,000 in operational budget cuts to make room for new budget increases of $373,726. Some of the requests included a Canteen food service contract, stab vests and an anticipated rise to the change in the medical provider contract. Sheriff Sparks said they had made $48,700 in operational budgets to make room for $42,600 in new budget requests.
    (See Attachments I1-I5.)

11. **4:00- 5:00 p.m. Budget Committee's Review of Requests**

    The budget committee reviewed the budget requests thus far.

12. Meeting adjourned at 2:50 p.m.

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:

A	Operations Discussion Data
B1-B15	USU Extension 2022 Budget Summary
C1-C6	DBH 2022 Budget Presentation

D1-D3	Clerk Auditor 2022 Budget Summary
E1-E7	DCSO and Search and Rescue 2022 Budget Summaries
F1-F5	Buildings and Grounds West Budget Summary
G	Weber Wages
H1-H3	911 Dispatch Budget Summary
I1-I5	Corrections Budget Summary

Minutes prepared by:

Shairise Bills
Deputy Clerk/Auditor

Minutes approved on: 10/18/2021

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