Davis County Budget Committee

Meeting Minutes

October 18, 2021

The Budget Committee of Davis County met on October 18, 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 9:00 a.m.

Opening- Roll Call

Committee members present were: Commissioner Bob J Stevenson; Commissioner Randy B. Elliott; Commissioner Lorene Miner Kamalu; Curtis Koch, Clerk/Auditor; Heidi Voordeckers, Chief Deputy Clerk/Auditor; Chris Bone, Human Resources Director; and Mark Langston, Information Systems Director. Shairise Bills, Deputy Clerk/Auditor, recorded the minutes for the meeting.

The Budget Committee presented the following information to all department heads as they came to present their budget requests as what will be referred to as the "12-4-2 plan":

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 discuss with each department and ask each of them for ideas to make this happen.
(See Attachment E.)

1. **Approval of Budget Committee Minutes**

   Commissioner Stevenson moved to approve the meeting minutes for 10/4/21, 10/5/21, and 10/6/21, Mark Langston seconded the motion, and all voted aye. The minutes for 10/7/21 were tabled for approval in the next meeting.

APPROVED

2. **9:00- 11:00 a.m. Health, Senior Services—** *Presented by Brian Hatch, Davis County Health Director*

Diana Reich was here with Brian Hatch to present the Health Department's budget. Brian said that the total anticipated revenue for 2022 will be $24,027,298. This is a decrease of $1.4 from last year. Expenditures were projected to be $25,538,965. Brian said that there is a potential decrease of $5,154,000 due to COVID Personnel Expenses. He said he projected a $1.5 million turnback for 2021 and would like to grow his fund balance with those projected savings.
(See Attachments A1-A20.)

3. **11:00- 12:00 p.m. Golf Courses-Davis Park, Valley View**— *Presented by Dustin Volk, Golf Director*

Golf Pros Pete Stone and Zach Johnson were here to present the Golf Budget with Dustin Volk. Dustin touched on the prior year's inputs and outputs and the current year's projected outcomes for Davis Park. He said having customers pre-pay for registration has changed the golf operation for the good. At the end of August, the profit was $265,770 compared to last year at $40,138. Next year's budget initiative includes a new driving range, $62,000 for golf course equipment, and a $15,000 request to improve the air conditioning in the pro shop.

The revenue for Valley View for 2020 was $1,935,105.22, and an actual profit of almost $400,000. The driving range revenue as of the end of August has exceeded all of 2020. Next year's budget initiatives include $92,000 for golf course equipment (primarily the renovation of the pump house), a $45,000 request to renovate the women's restroom, and building a new office in part of the old pro-shop, and a $30,000 request for cart path renovations.
(See Attachments B1-B4.)

4. **12:00- 1:00 p.m. Working Lunch- Information Systems (IS)** *—Presented by Mark Langston, IS Director*

Mark explained the outputs from 2021. The telephone system continues to have static issues, and the equipment vendors and communication providers have not solved them. It may lead to finding a new vendor and replacing the entire phone system. Next year's most significant budget initiatives include network security along with additional software purchase requests.
(See Attachments C1-C4.)

5. **1:00- 2:00 p.m. Information Systems Capital Request Approvals**—*Presented by Mark Langston, IS Director*
(Working Lunch Audio- Minute 26:19)
The Committee discussed which IS capital requests could be cut from the budget this year.

6. **2:00-3:00 p.m. Capital Project and Equipment Request Approvals**—*Presented by Curtis Koch, Clerk/Auditor*

Curtis reviewed the Vehicle and Capital Equipment 2022 spreadsheet by line item, and the requests were considered.
(See Attachments D1-D9.)

APPROVED

7. **3:00-5:00 p.m. Personnel Approvals-Adjustments, Benefits, Positions**—*Presented by Chris Bone, HR Director*
   The committee discussed the personnel requests, and the "12-4-2" plan was discussed at great length and will continue to evolve until a tentative budget is given to the Commission.

8. **Adjournment**

   The meeting adjourned at 5:15 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:

A1-A20	Health and Seniors Budget Summary
B1-B4	Davis Park and Valley View Budget Summaries
C1-C4	Info Systems Budget Summary
D1-D9	Vehicle & Capital Equip 2022
E	Weber Wages

Minutes prepared by:
Shairise Bills
Deputy Clerk/Auditor

Minutes approved on: 11/8/2021

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

APPROVED