Davis County Budget Committee

Meeting Minutes

June 21, 2022

The Budget Committee of Davis County met on June 21, 2022, at 3:00 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.

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

The meeting commenced at 3:05 p.m.

1. **Opening Roll Call**
   Committee members present were: Curtis Koch, Clerk/Auditor; Commissioner Randy B. Elliott; Commissioner Lorene Miner Kamalu; Commissioner Bob J Stevenson; Chris Bone, Human Resources Director. Mark Langston, Information Systems Director, was excused. Other Davis County staff present were: Rebecca Abbott, Records Manager; Troy Rawlings, County Attorney; Coral Sanchez, Attorney; Mike Pace, Information Systems Network Services Manager; Sheriff Kelly Sparks; Dustin Volk, Golf Courses Director; and Zach Johnson, Davis Park Golf Professional.
   There was no public attendance.

2. **Approval of Budget Meeting Minutes for May 9, 2022** *(Minute 00:53)*

   Committee vote:

MEMBER	MOTIONED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
Commissioner Elliott			X			
Commissioner Kamalu		X	X			
Commissioner Stevenson	X		X			
Curtis Koch			X			
Mark Langston					X	
Chris Bone			X			

3. Chris Bone, Human Resources Director, Presented the following proposals:

   a. **Conversion of a Part-time Merit Forensic Interview Specialist to a Full-time Merit Position** *(Minute 1:20)*
   This request is to convert a non-merit part-time forensic interviewer position to a full-time merit position due to significantly increased staffing needs.

APPROVED

The cost depends upon the effective date but will be $43,294 or $46,625 for wages and benefits. Troy said this would likely be covered under attrition savings. *(See Attachments A1-A7.)*

The committee voted to approve:

MEMBER	MOTIONED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
Commissioner Elliott	X		X			
Commissioner Kamalu			X			
Commissioner Stevenson		X	X			
Curtis Koch			X			
Mark Langston					X	
Chris Bone			X			

b. Career Ladder for the Network Manager Position to a Network Services Manager I, II, III, and IV in Information Systems *(Minute 23:41)*

This change will help better define and more clearly differentiate the skills in each tier for the Network Services positions to maintain the County network and keep it running smoothly. It is becoming complex and with outside threats to the network, retaining staff and providing incentives to enhance their skills is essential. The total budget impact for 2022 is $7,045, and the current IS budget is sufficient to cover the increases for the remainder of 2022.

(See Attachments B1-B5.)

The committee voted to table:

MEMBER	MOTIONED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
Commissioner Elliott	X		X			
Commissioner Kamalu		X	X			
Commissioner Stevenson			X			
Curtis Koch			X			
Mark Langston					X	
Chris Bone			X			

c. Budget Modification for Workers Compensation Premiums *(Minute 33:41)*

It was discovered that the amount the system charged departments for the Workers' Compensation premiums was under-calculated. The calculation has now been corrected, and a budget adjustment was requested to reconcile the shortfall. The annual amount needed for the adjustment is $190,800.

(See Attachment C.)

The committee voted to table:

MEMBER	MOTIONED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
Commissioner Elliott		X	X			
Commissioner Kamalu	X		X			
Commissioner Stevenson			X			
Curtis Koch			X			
Mark Langston					X	
Chris Bone			X			

d. URS Rate Increase, Employer Pick-Up *(Minute 36:36)*

When the State of Utah developed the Utah Retirement Systems' (URS) Tier II system (Public Safety), they decided employees could pay a small percentage of the rate that goes toward their pension. Still, they allowed employers to make a "pick-up payment," paying that small portion on behalf of the employee, which the County has opted to do. URS has indicated that the percentage is going from 2.27 percent to 2.59 percent and a premium increase of .32 percent. The annual cost to the County is $16,500 to cover those payments.

The committee voted to approve:

MEMBER	MOTIONED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
Commissioner Elliott			X			
Commissioner Kamalu		X	X			
Commissioner Stevenson	X		X			
Curtis Koch			X			
Mark Langston					X	
Chris Bone			X			

4. **Golf Course Driving Range Project**—*Presented by Dustin Volk, Golf Director (Minute 40:46)*

Dustin explained that the Utah Department Of Transportation purchased the top of the driving range at Davis Park Golf Course for $1.4 million. Those funds were added to the 2022 budget to reinvest in the driving range. They showed the revised plans for the project and asked for an extra $500,000 to replace the irrigation system. *(See Attachments D1-D9.)*

The committee voted to approve: (A budget change will still need to be formally approved in Commission, but this approval allows them to expend those funds on the project now.)

MEMBER	MOTIONED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
Commissioner Elliott			X			
Commissioner Kamalu		X	X			
Commissioner Stevenson	X		X			
Curtis Koch			X			
Mark Langston					X	
Chris Bone			X			

5. **State and Local Fiscal Recovery Funds (SLFRF) Update—***Presented by Curtis Koch, Clerk/Auditor (Minute 59:10)*
Curtis said the following SLFRF report is due July 31, 2022. The scope of work was approved for several projects. Curtis updated the committee on the current projects. He said effective program monitoring will need to be performed and will likely require hiring someone. The projects total $67.4 million, leaving approximately $1.5 million for contingencies.

6. Meeting adjourned at 4:22 p.m.

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

A1-A7	Forensic Interview Specialist-CJC
B1-B5	Career Ladder Change-IS
C	Budget Modification-Workers Comp
D1-D9	Davis Park Driving Range Presentation

Minutes prepared by:

Shairise Bills
Deputy Clerk/Auditor

Minutes approved on: 7/11/2022

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