Davis County Budget Committee

Meeting Minutes

September 12, 2022

The Budget Committee of Davis County met on September 12, 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: Angie Nelson, Chief Deputy Clerk/Auditor; Curtis Koch, Clerk/Auditor; and Chris Bone, Human Resources Director. Commissioner Lorene Miner Kamalu; and Mark Langston, Information Systems Director, joined via GoogleMeet. Commissioner Randy B. Elliott and Commissioner Bob J Stevenson were both excused.
   Shairise Bills, Deputy Clerk/Auditor, recorded the minutes for the meeting. Other Davis County staff present online were: Dave Hansen, Legacy Events Center Manager, and Jessica Merrill, Community & Economic Development Tourism Deputy Director. There was no public attendance.

2. **Update on the Clarification Given by the Attorneys as it Relates to Committee Voting**—Presented by Curtis Koch, Clerk/Auditor *(Minute 01:48)*
   The Budget Committee discussed this in the last budget meeting (August 8, 2022). They were left with the question of whether the Committee as a whole should vote on agenda items or if the Commissioners were voting on those items. Curtis met with Clerk-elect Brian McKenzie and the legal team on the matter. He read attachment A to give some clarification to the Budget Committee. The Committee is an administrative/Advisory body that assists the Auditor and the County Commission in considering proposed budgetary decisions. The presence of the County Commissioners at these meetings does not constitute a meeting of the Board of County Commissioners. As such, the County Clerk does not need to be present, and any decisions made by the Budget Committee are limited to recommendations to the Board of Commissioners for their consideration and approval or rejection at their official meeting. That means that all the Committee members will vote on all budgetary agenda items to recommend or not. (The Committee would approve minutes.) Despite a unanimous or majority vote by the Committee on any budgetary recommendations, the Commission may still approve or deny the recommendation when they take formal action in their Commission meeting. The Auditor's Office will continue to chair and run the meeting as required by the open meetings act.
   (See Attachment A.)

3. **Approval of Budget Meeting Minutes for August 8, 2022** *(Minute 06:30)*

Committee vote:

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

4. **Events Center Personnel Request—**Presented by Dave Hansen, Legacy Events Center Manager *(Minute 07:04)* Dave explained the request is to convert a part-time Events Assistant position to a full-time Sponsorship and Event Sales position. The Events Center has an excellent employee who has proven vital in helping them meet future expectations as they focus on sponsorship and sales. Dave explained this employee's value and said they risk losing her by not offering her a full-time position.

A final job classification has not been approved, but the initial reviews with HR place the position from grade 15 to 18, with a total budget range of $105,951 to $118,153. If the position is hired at the beginning of October 2022, the cost for the remainder of the year is approximately $26,000. The current part-time position has an annual budget of $22,142, resulting in the new 2023 additional cost of the new position to $83,809 to $96,011. The funds would come from the Tourism Fund, not the General Fund.
(See Attachments B1-B2.)

Committee vote to recommend:

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

The committee recommended this move onto the Commission meeting agenda for formal approval.

5. **State of Davis County Facilities–** Presented by Lane Rose, Facilities Director
   This item was tabled to be discussed at a later Budget Committee meeting.

6. Meeting adjourned at 3:34 p.m.

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

A	Budget Committee Description
B1-B2	Sales and Sponsorship Position Budget Request

Minutes prepared by:

Shairise Bills
Deputy Clerk/Auditor

Minutes approved on: 9/29/2022

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