Davis County Budget Committee

Meeting Minutes

May 8, 2023

The Budget Committee of Davis County met on May 8, 2023, 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 for further content clarification. 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.

Note: The Budget Committee is not a governing body but makes recommendations. These recommendations must then go through the Commission for formal action.

The meeting commenced at 3:04 p.m.

1. **Opening Roll Call**
   Committee members present were: Curtis Koch, Auditor; Commissioner Bob J Stevenson; Chris Bone, Human Resources Director; and Mark Langston, Information Systems Director. Commissioner Randy B. Elliott joined virtually, and Commissioner Lorene Miner Kamalu joined the meeting at 4:48 p.m. Angie Nelson, Chief Deputy Auditor, was excused. Shairise Bills, Deputy Auditor, recorded the minutes of the meeting. Other Davis County staff present were: Troy Rawlings, County Attorney; Neal Geddes, Chief Deputy Civil Division, Attorney's Office; There was no public attendance.

2. **Approval of Budget Meeting Minutes for 4/12/2023** *(Minute 01:06)*
   Committee vote to approve:

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

3. **Attorney Salary Discussion** *(Minute 01:32)*

   Troy Rawlings explained that prosecutorial salaries in government are now competing with the private sector. Law school students have higher starting wages than seasoned attorneys across the state.

The Attorney General's Office lobbied the legislature this year and received $29 million they used for salaries giving them significant earning increases. They are offering law school graduates a starting annual salary of $112,000. The City Council gave the Salt Lake City Prosecutor $3 million to compete with those salaries and now has set their starting salaries at $113,000. Utah County responded by distributing fliers statewide with offers of higher wages or benefits to remain competitive. As a result of these wage wars, Davis County is now extremely low on the starting end, but raising it will create compression issues. One of the Davis County attorneys is making $114,000 and has been offered $129,000 to come work for Salt Lake County. Another attorney is at $118,000 and received an offer for $130,000. Yet another attorney was asked to go to lunch with Salt Lake and tell them how much he would need to leave Davis County.

Troy said Davis County has a retention increase policy, so he plans to submit a formal request to match to compete with Salt Lake County.

5. Curtis Koch Presented**:**

a. Updated Purchasing Policy *(Minute 0:56:26)*

Curtis said the Purchasing Policy hadn't been updated since 2019. The changes being looked at are focused on purchasing limits. The single-purchase limit is $3,000, and the new policy increases it to $5,000. It will allow departments more flexibility and to get the best value. A section on Requests for Proposals (RFQ) has been added. Purchase card limits are $1,500 for single transactions and will change to $2,000, and the monthly limits are a max of $3,500, which will change to $5,000. The policy is unfinished but will come before the Commission in the next few months.
(See Attachment A.)

b. Updated Travel Policy *(Minute 1:09: 02)*

This policy has not been updated since 2018. This policy has almost been entirely rewritten. Some significant changes include the following:

- Suppose a person is mixing business and personal travel. In that case, the employee pays those travel expenses up front, and the County will reimburse business-related expenses after the travel is complete. The travel reconciliation must detail the breakout of these expenses, and the County will make no advance payments when mixing business and personal travel.
- There are several new definitions.
- Meals and Incidental Expenses for Multiple-Day Travel will no longer be paid per meal. Instead, they will be based on the daily Government Services Administration (GSA) rate. Employees will get a full-day rate regardless of whether or not meals are provided at the conference, and the GSA will determine first and last-day travel amounts following their standard reimbursement rates.
  This policy will also go through Commission approval in the next few months.
  (See Attachment B.)

c. Revenue Overview *(Minute 1:36:21)*
Curtis reviewed the sales tax revenue for 2023 and projections for 2024. The County is up $1.1 million over the 2023 projections for a total revenue of $25,195,987. He is projecting 103% growth for 2024.
(See Attachment C.)

The meeting adjourned at 4:50 p.m.

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

A	Pending Purchasing Policy 5-5-2023
B	600- Travel Policies & Procedures May 2023
C	2024 Sales Tax Projections- Fund 10

Minutes prepared by:

Shairise Bills
Deputy Auditor

Minutes approved on: _____

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Curtis Koch
Auditor— Budget Officer