

COMMISSION MEETING MINUTES
October 27, 2009

The Board of Davis County Commissioners met in room 236 of the Davis County Memorial Courthouse, 28 East State Street in Farmington, Utah at 9:30 a.m. on October 27, 2009. Members present were Commissioner P. Bret Millburn – Chair, Commissioner John Petroff, Jr., Commissioner Louenda H. Downs, Clerk/Auditor Steve S. Rawlings, Chief Deputy Clerk/Auditor Carl Allen, Chief Deputy Civil County Attorney Jerry Hess, and Deputy Clerk/Auditor Janet Buckley.

Pledge of
Allegiance

Carl Allen, Chief Deputy Clerk/Auditor, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Commissioner Millburn opened the meeting and explained the “Business/Action” items on the agenda would be addressed first due to obligations of Steve Rawlings and his needing to present the first item of business prior to his departure.

Presentation of
2010 Tentative
Budget

Steve Rawlings, Davis County Clerk/Auditor, expressed his pleasure of being so far along in the budget process. He explained there is a great deal of effort that goes in to the budget process each year. He told of how the Code (Utah Code) says how budgeting should be done in a specific way. There is such an effort that goes into the budget process, if Davis County were to utilize that particular way it would take twice as long as it already takes. Davis County has streamlined the process. The streamlined process begins with the Budget Committee, made up of a number of individuals and some support staff. Instead of the Auditor going to every department, as the Code outlines, meeting with those departments over a couple of months period and then coming back and presenting the tentative budget to the Commission and requiring the Commissioners, as the Code says, to use the month of November to have additional meetings with those departments, it has been decided it is much better to consolidate the activity and get the Commissioners involved upfront and a special group of staff to help out in putting the budget together. That is how Davis County does it, with a Budget Committee.

Mr. Rawlings introduced and recognized the Budget Committee members: Commission Chair Bret Millburn, Commission Vice-Chair John Petroff, Commissioner Louenda Downs, Mel Miles – Personnel Director, Mark Langston – Information Systems Director, who was taking a vacation day and asked to be excused, Mark Altom – Treasurer, himself, Steve Rawlings, Carl Allen – Chief Deputy Administration, Terry Tremea – Lead Internal Auditor, Jonathan Lee – Chief Deputy Finance, Ross Bartholomew – Tax Administration Director. In addition he also recognized the Budget Committee’s Support Staff, those that put the meetings together and putting numbers together for assets: VerNon Griffeth – Purchasing, Linda May – Commission Office, Janet Buckley – Commission Office, Lesa Page – Clerk/Auditor’s Office and Jana Bake – Personnel. Mr. Rawlings thanked the Budget Committee and support staff for their efforts in getting the budget together and ready for this presentation.

Mr. Rawlings explained the process of gathering information by Information Systems and for Capital information for vehicles for the 2010 budget which began this past August and September. The budget meetings we held in late September and early October with all departments. These meetings, to be in compliance with the open meetings law, were all open meetings with the exception for those arenas that require closed meeting sessions for personnel discussions and litigation potential. All of the meetings were open to the public. Some of the press attended some of the meetings over the last couple of years and got to see the County in action in the Budget Committee process. The County is being very transparent in government by putting the budget together through this process.

Mr. Rawlings referred to the prepared handout of the 2010 tentative budget, beginning with the calendar schedule of what is to take place. Today, October 27th, the Clerk/Auditor is asking the Commission for tentative approval of the 2010 tentative budget as presented. On November 25th, the Clerk/Auditor's Office will have a printed version of the 2010 tentative budget available to the public in their office and the Commission Office. The final version of the budget will be made available on the internet. The public hearing for the 2010 budget is scheduled for December 8, 2009, 6:00 P.M. at Farmington Junior High.

Mr. Rawlings referred to the 2nd page of the 2010 proposed budget highlights. He indicated, again Davis County has a balanced budget in all of the sources. The operating budget revenue for this year, 2009, is \$94.4 million. Along with all other entities Davis County is experiencing a slippage in mainly the sales tax revenue arena and a few other areas; i.e., from the State of Utah, program funding to Davis County has been reduced. So operating budget revenues has gone down a little, \$92.8 million for the 2010 year.

As the departments turned in their requests to the Budget Committee this year, a message had been sent out indicating the Budget Committee's hope they would come in with very little increase, if any, to their current budget for 2009. They obliged in this regard. The difference can be seen from the requests that came in last year that had to be taken out of the budget to balance and this year, less than half; \$4.3 million this year, it was \$10.5 million last year. There is no property tax increase. There was not this year and there is not next year.

Davis County has 933 full time equivalent (FTE) employees. That is calculated is by taking the total hours in the budget and divide them by 2080 and this gives the FTE employees. Nine hundred thirty-three FTE employees this year, it is the same for next year. There have been some plusses and minuses both years and as they have been reconciled through those the same number of employees had been determined. He reiterated the 933 FTE employees is budget. Currently Davis County is running below 900 in employees due to turnover and getting replacements on board and ran below 900 last year also. So it is fairly consistent. If anyone has questions in this regard they can contact Mel Miles or Jana Bake in Personnel.

The cost of living adjustment shows there is NO cost of living adjustment. As the Committee looked at the CPIs' (Consumer Price Index) there is nothing to substantiate a cost of living adjustment and of course to balance a reduced budget that is something that has to take place. So there will be no cost of living adjustment.

Health care premium increases have to be offset someway in the budget and they are going up fairly significantly the middle of the year, 12%, July 1, 2010. Which is 6% annualized increase which compares to 2% for this year.

The vehicles owned by Davis County are vigorously maintained and Vernon Griffeth assists in this arena and helps watch the mileage on the vehicles so they can be turned in when they absolutely need to be and replaced. Davis County is continuing this practice to save dollars.

There are some critical needs in a number of arenas that require some capital outlay and have been moving money from departmental savings into the capital project account the last three years to be able to be utilized for a number of purposes. In addition to that, a bond of \$27 million was approved for some critical flood projects. The beginning 3 year critical flood projects have been funded for in 2010 from the bond reserve money, which is already in the bank, in the amount of \$19.5 million. The completion of the Health Building of \$5.7 million is from the capital projects reserve. Construction for the library and administrative building will begin, as discussed previously, and be completed in 2011 for \$6 million. Also on the calendar is a senior center and a couple other capital projects for \$3 million.

Commission Millburn commented on the budget process and the utilization of the budget committee which is indicative of how Davis County operates; being conservative, resourceful and mindful of the resources which are available. He agrees the committee approach is efficient in respect to everyone's time

and having the pertinent questions asked for all to hear and get the answers. He commended all of the departments for heading the request and direction to maintain and being mindful of the economic times and bringing forth a lean budget.

Commissioner Downs commented on Davis County’s conservative history and the budget process it has. Although the 2010 budget is projected to be slightly less, it is Davis County’s intention to continue to provide the same services it has in the past. Past and future planning is the key to facilitate the needs in the County. It is a great process to be a part of.

Commissioner Petroff indicated this was his first budget process with Davis County (he did sit in on last year’s meetings). He agrees the budget committee process is beneficial. He is impressed that although there was over a million dollars less in the operating budget the County to will provide the same services and not jeopardize peoples jobs. This is commendable. He commented on being able to take advantage of the low bonding rates and the construction rates which are low and will help the County move forward. This could not have been accomplished without the County having been in such a good financial position which is credited to previous planning. Commissioner Millburn echoed Commissioner Petroff’s comments regarding the bonding issues and the County’s financial position.

Steve Rawlings indicated the numbers will be fine tuned getting sales tax information etc. prior to it being available to the public, “on the counter”, November 25th.

Commissioner Downs made a motion to approve the 2010 tentative budget. Commissioner Petroff seconded the motion. All voted aye.

Budget
Changes
Approved

Jonathan Lee, Davis County Auditor’s Office, presented four budget changes:

1. **Flood Bonds:** Flood bond proceeds, issuance costs and Conference Center Bond Refunding.

Increase Flood Bond Proceeds	24-3670-000	\$27,000,000.00
Increase Flood Bond Issuance Costs	24-4254-800	\$285,000.00
Increase Flood Bond Premium	24-3675-000	\$266,276.00
Increase Refund Bond Issued	33-3670-000	\$4,925,000.00
Increase Refund Bond Premium	33-3675-000	\$118,344.00
Increase Refund Bond Issuance Costs	33-4922-800	\$51,197.00
Increase Payment to refund Bond Escrow	33-4922-840	\$5,178,147.00

2. **Planning Dept.:** Revenue and expenditure building inspection fees for contract services.

Increase Contract Services	25-4242-621	\$17,000.00
Increase Inspection Fees	25-3424-000	\$17,000.00

3. **Library:** Library’s portion of construction costs in 2009 to Capital Project fund

Increase Transfer Out	23-4580-910	\$125,000.00
Increase Transfer In	42-3820-000	\$125,000.00

4. **Capital Projects:** Construction costs to be transferred to fund 42 related to Library

Increase Transfer Out	23-4580-910	\$125,000.00
Increase Transfer in	42-3820-000	\$125,000.00
Decrease Cash-Library	23-1111-000	\$125,000.00
Increase Cash-Capital Project	42-1111-000	\$125,000.00

Commissioner Petroff made a motion to approve. Commissioner Downs seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Resolution
#2009-335
reaffirming
2005’s Library
document
“Building a
Future:
Options,
Scenarios and
Costs for
Capital Projects
2005-2014”

Chris Sanford, Davis County Library Director, presented resolution #2009-335 reaffirming principles of library placement and construction adopted in September 2005; 1) Reaffirm the analysis and options outlined in “Building a Future: Options, Scenarios and Costs for Capital Projects 2005-2014”; 2) Reaffirm joint interest in construction a new branch in Kaysville prior to the expiration of the lease of the building currently used to house the Kaysville Branch; 3) Reaffirm joint interest in constructing and operating branch libraries in communities in which potential use justifies such construction based on geographic location, population of the potential service area and accessibility for residents within that service area; 4) Reaffirm joint interest in pursuing new branches in communities, such as North Salt Lake and South Weber when such branch construction and operations are deemed justified and financially viable and sustainable.

Commissioner Petroff made a motion to approve. Commissioner Downs seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor

Approval of closing County offices @ Noon on Christmas Eve.

Mel Miles, Davis County Personnel Director, presented a proposal to consider closing County offices (non-emergency services) this year at Noon on Christmas Eve, Thursday, December 24th.

Commissioner Downs made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Commissioner Millburn indicated the resolution adopting the Natural Hazard Pre-Disaster Mitigation Plan will be delayed. Officer Peters is not available to address it today.

Contract Summary #2009-336 for the Legacy Events Center

The summary list for rentals at the Legacy Events Center facilities, #2009-336, was presented:

Wasatch Agility	Media One of Utah
Golden Spike Dog Obedience Club	Utah Arabian Horse Club
Brent Burk	Utah Team Penning Association
Shelly Sleva	Bonneville Basin Kennel Club
Davis School District – STEPS	Davis County Auction
Miss Rodeo Utah	Wasatch Working Agility
International Dutch Oven Society	Scotch Pines Dog Training
ZD Roping	Martha Silva
MarketStar Corporation	Woodbury Technology Inc.
Donna Kunz	Jay Barber
Farmington City	Utah International Girl
Just Between Friends	Equine Assisted Growth & Learning
Salt Lake Agility Sport Squad	Intermountain Wild Horse & Burro
4-H Horse Program	USU Extension
Hmong Association of Utah	Simple Treasures
Paula Fawcett	Utah Appaloosa Horse Club
Pipeline Awareness	

Commissioner Petroff made a motion to approve. Commissioner Downs seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Contract Summary #2009-337 for internet connection users

The summary list for internet connection users, #2009-337, was presented:

Investors Title Insurance Agency
Fidelity Title Company
Minx Inc.

Commissioner Petroff made a motion to approve. Commissioner Downs seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Boys State and Girls State attendee recognition

Commissioner Millburn welcomed and apologized to the American Legion members and the Boys and Girls State students who were in attendance for throwing them a curve ball by changing the time of the meeting and for not following the order of the agenda.

Commander Jim Hefner, American Legion Farmington Post 27, explained how their Post sponsors male students from Davis High School, NUAMES High School and Viewmont High School to attend Boys State at Weber State University in Ogden. Girls State participants attended at Southern Utah University in Cedar City. Most of the students are involved in end of term testing and unable to attend. All of the high schools within Davis County also participate. Each student in attendance at the meeting was introduced and congratulated by the Commissioners. The Commissioners thanked the students for taking the time to come to meeting so they could be recognized for their extra efforts to become knowledgeable in regards to the electoral process.

Announcement of Commissioners' Cup Grant application process

Commissioner Millburn announced the annual Commissioners' Cup Golf Tournament funds are now available through a grant application process through November 20, 2009. The application is available online at www.daviscountyutah.gov. The golf tournament has been held for the past 11 years to raise funds for the

education of youth within Davis County. The applications will be reviewed and analyzed to meet the criteria. It is anticipated the funds will be awarded at the December 8th, Commission meeting. Next years golf tournament will be held on August 18, 2010 at Davis Park Golf Course.

Commissioner Millburn also noted property tax notices had been mailed out the previous weekend and the citizens should have received them by now.

Commissioner Petroff made a motion to move into Board of Equalization. Commissioner Downs seconded the motion. All voted aye.

Approval of
property tax
register

Ross Bartholomew, Davis County Tax Administration Director, presented the property tax register. There are ninety-six appeals for approval, fifteen for denial and twenty appeals have been withdrawn. Commissioner Petroff made a motion to approve. Commissioner Downs seconded the motion. All voted aye.

Commissioner Downs made a motion to reconvene Commission meeting. Commissioner Petroff seconded the motion. All voted aye.

Commission
meeting
minutes
approved

Commission meeting minutes for October 6, 2009 were presented. Commissioner Petroff made a motion to approve. Commissioner Downs seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Personnel
register
approved

The personnel register as prepared by the Office of Personnel was presented. Commissioner Downs made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Check registers
approved

The check registers as prepared by the Clerk/Auditor's Office was presented. Commissioner Petroff made a motion to approve. Commissioner Downs seconded the motion. All voted aye.

Clarification of
budget process
in regards to
State Statute

Gerald Hess, Chief Deputy Civil Attorney, made a clarification of the budget process in regards to the State Statute. Davis County has been in compliance due to the fact that the components of the statute are met. The "I's" are dotted and the "T's" are crossed.

Public
Comment
regarding
H1N1

Dixie Weeks of Woods Cross made public commend in regards to the H1N1 clinics and the vaccine availability. Commissioner Millburn commended the Health Department for this undertaking.

Meeting adjourned.