Grand County Budget Advisory Board Meeting

Thursday, September 21, 2023, 2:00 p.m.

The regular meeting of the Budget Advisory Board (Board) was called to order by Chairman Gabriel Woytek at 2:02 p.m. in the Grand County Commission Chambers. Board members present were: Personnel Services Director Renee Baker, Commissioner Bill Winfield, Associate Commission Administrator Quinn Hall, Treasurer Chris Kauffman, and Commissioner Kevin Walker. Shalee Bryant was absent. Others present were: Family Support Center - Julie Nieman, Library - Carrie Valdes and Meg Flynn, Weed Control - Izzi Weimholt, and Dana Van Horn. Sand Flats Recreation Area Director Andrea Brand arrived at approximately 2:45 p.m.

Action Items

1. **Approval of minutes for the Budget Advisory Board meeting of September 14, 2023:** Motion by Renee Baker to approve the minutes as presented. Second by Quinn Hall. MOTION CARRIED 6-0. Chairman Woytek noted that the Grand County Commission appointed Quinn Hall to a modified position on the board on a temporary basis to fill the vacant board member seat until the end of the year. The position will be announced and applications received in 2024 to fill the seat.

Presentations and Discussion

2. **Department Presentations:**
   a. **Family Support Center: Revenues:** The center is funded with two Utah State Grants. The DHS and DHHS provide $123,000 and $101,360 respectively. They cover certain, specific expenses and are on a fiscal year. County funds are used primarily for employee salaries and benefits.
   Expenses: Expenses remain largely the same in the grant-funded budget as the grant amounts are the same from 2023 for next year. Renee assumed a 3.2% COLA based on the recent Social Security Administration increase estimates. From the last meeting – benefits will also remain the same with the exception of a 3% increase in dental coverage and life insurance.
   Capital Improvements: None.
   b. **Weed Control Department: Revenues:** County Weed Control Supervisor Izzi Weimholt presented. The Weed Control Department receives several grants, also on a fiscal year. They are very specific in their use. Grant-funded staff positions are a bulk of the funding and Izzi said she has had a staffing shortage in 2023. The shortage results in underspending of the grant funds. She currently has one grant-funded employee. Grants are also used to purchase tools. The county usually assists in funding the Supervisor and Lead Technician positions.
   Expenses: Public Notices - $0. Cell Phone Allowance – she is hoping for additional employees and included their expected needs in the projected expenses. $6,700 is budgeted for a flatbed truck. The vehicle was requested this year and not received. The increase in the budgeted amount is reflective of current pricing. There is money requested in the budget for office furniture, certifications, and training for new employees.

Capital Improvements: There was a previous discussion of a Department of Natural Resources grant to help replace the building they are currently sharing with the Mosquito Abatement Department. They plan to share costs with that department.

c. **Treasurer's Office: Expenses:** Treasurer Chris Kauffman presented. Salaries and benefits are subject only to COLA and new county insurance rates. Chris said his entire budget shows an increase of $1,500 reflecting inflationary price adjustments. Printing and mailing costs for tax notices are the most affected by inflation. He is hoping to attend all three conferences in 2024. He was unable to attend them all in 2023. The increase in the schooling department reflects increased conference registration fees.

d. **Sand Flats Recreation Area (SFRA): Revenues:** Chairman Woytek presented the first part of the budget. Andrea arrived shortly after the discussion began. SFRA is an enterprise fund. They are not dependent on the county's general fund. Andrea provided a spreadsheet detailing their budget. There are two grants that Andrea is hoping to receive next year. A RAISE grant for paving that requires a $250,000 match and an RTP grant of $120,000 for the Separated Path project. She anticipates the continuance of a $15,000 BLM Youth Initiative grant.

Expenses: The utilities at their office are shared with the Trails Department. There is an increased expense associated with pumping/cleaning the pit toilets this year. It is not done every year like the regular cleaning of the facilities. A $10,000 donation to SAR is made based on the number of hours spent on rescue calls in the SFRA. There was discussion regarding how the number was derived and the possibility of increasing the contribution. Andrea said she would look into the numbers and get back to the board. Her committee meets again on December 14. A special meeting may be required to make changes to the SAR donation amount before the county votes on the budget in December. SFRA pays into the General Fund for auto insurance. They also pay the county for the administrative work done on their behalf as does the Road Department.

Capital Improvements: Andrea budgeted for improvements to the entrance of the recreation area. The improvements were not necessary after they started using Square for credit card transactions. The wait time to enter has been drastically reduced since its implementation. She is considering a self-serve kiosk that the BLM is using to capture lost revenues for when the booth is closed. The monthly fees may be in excess of what they collect. Andrea will do some more research and decide. The funds for them will remain in the budget for now.

e. **Library:** Carrie Valdez presented. **Revenues:** The library is a taxing entity and does not rely on the General Fund for its budget. It is funded 100% by property taxes. They raise taxes every four to five years and unspent funds remain in the restricted library account. No overdue book fines are charged at the library. An interlocal agreement with San Juan County. They also receive a CLEF grant that is based on population served and the size of the library. The LSTA grant is competitive and they do not know if they will receive it or how much it would be if they are awarded the grant. **Expenses:** Salaries and benefits are the largest part of the library's budget. Inflation is also playing a large part in their ability to purchase materials for the patrons. The library was completed in 2006. This year, a problem with the HVAC caused the library to close for two days. They intend to save for large repairs such as this and the roof. They will have a large expense in the next couple of years. The sixty computers at the facility use a Windows version that will no longer be supported after 2025. The computers are approximately $600-$800 each. They offer several programs at the Teen Center for the local kids.

3. **Future Considerations:** Chairman Woytek advised the board that he was working with the consultant on revenue projections and hopes to present those at the meeting of October 5th.
4. **Adjourn** – Chairman Woytek declared the meeting adjourned. Hearing no objections, the meeting adjourned at 3:42 p.m.

Attest:

Chris Kauffman, Secretary

Gabriel Woytek, Chairman