

GRAND COUNTY BUDGET ADVISORY BOARD REGULAR MEETING

**Grand County Council Chambers
125 East Center Street, Moab, Utah**

August 15, 2018

The Grand County Budget Advisory Board met in Regular Session on the above date in the County Council Chambers. The meeting was called to order by Chairperson Chris Baird at 8:38 a.m. with a quorum present. In attendance at the call to order were Board Members Chris Baird (Budget Officer), Chris Kauffman (Treasurer), Jaylyn Hawks (Council Member), and Evan Clapper (Council Member). Absent were Diana Carroll (County Clerk/Auditor), Elaine Gizler (Moab Area Travel Council Executive Director, and Zach Wojcieszek (Citizen). Also in attendance was Ruth Dillon (County Council Administrator) to take minutes.

A. Action Items

A1. Approving minutes of August 8, 2018 meeting

MOTION: Motion by Jaylyn to approve the minutes of August 8, 2018 seconded by Evan carried 4-0.

A2. Presentation and possible revision of 2019 proposed operating budget(s):

A2a. Seekhaven Funding Request-

Chairperson Baird turned the Seekhaven funding request over to Maddy Fisk, Executive Director of Seekhaven Family Crisis & Resource Center. She introduced herself, provided flyers showing a list of services, and explained the role of Seekhaven in Grand, San Juan, and Emery Counties with the majority of services taking place in Grand County. She stated that Seekhaven is again requesting \$10,000. Jaylyn, as former Seekhaven Executive Director, stated that there is a requirement that the Sheriff have a partner in these types of services. Chairperson Baird provided the Contribution to Other Agencies budget on-screen. Board members discussed potentially revisiting the contribution to possibly increase it if the budget allows.

A2b. Old Spanish Trail Arena Recreation Complex-

Chairperson Baird provided the Spanish Trail Arena budget on-screen. Steve Swift, Old Spanish Trail Arena Recreation Complex Director, explained the more significant budget requests particularly with respect to the ballfields and capital project requests. Board members reviewed several line items with Steve, making live adjustments during board discussion. Steve agreed to see about finding out at tonight's meeting how much the Recreation District Board plans to approve in capital requests for the Complex for 2019, including match money (for CIB funding) for the costs for a well. Steve informed the board that he plans to request of the Council to change the Lead Maintenance Technician position to an Assistant Director position, with appropriate increases in the budget.

A2c. Courthouse, County Maintenance, Star Hall-

Courthouse- Chairperson Baird provided the Courthouse budget on-screen. Marvin Day, Facilities Supervisor and Sean Fugit, Lead Maintenance Technician, explained the more significant budget requests. Board members reviewed several line items, making live adjustments during board discussion. Chairperson Baird explained that Capital Equipment is any asset over \$5,000 to be capitalized as opposed to Inventory, which includes computers and lawnmowers. Ruth inquired as to whether the Courthouse budget included expenses for the jail. Chairperson Baird agreed to talk with Diana about keeping the Jail Maintenance budget separate from the Courthouse budget; otherwise, the Jail Maintenance figures can be transferred to the Courthouse budget.

County Maintenance- Chairperson Baird provided the County Maintenance budget (for outbuildings) on-screen. Marvin Day, Facilities Supervisor and Sean Fugit, Lead Maintenance Technician, explained the more significant budget requests. Board members reviewed several line items, making live adjustments during board discussion. Marvin stated that buildings needing new roofs include the Grand Center, the bus barn (EMS shed), the Old Senior Center (EMS and Sand Flats offices), the Moab Information Center (MIC), and

the Library; Chairperson Baird explained that he has placed the roofing budget amounts into General Fund Capital Projects (Capital Buildings line item) as a way to track them for now, realizing that the funding could come from TRT/TRCC for the Grand Center and the MIC roofs, and from the Library reserve account for the Library roof. Marvin agreed to provide to Chairperson Baird the cost opinions for roofing that he has received.

Star Hall- Chairperson Baird provided the Star Hall budget on-screen. Marvin Day, Facilities Supervisor and Sean Fugit, Lead Maintenance Technician, explained the budget. Board members reviewed several line items, making live adjustments during board discussion. Marvin brought up the patron request for an ADA ramp back stage and explained that Star Hall is a historical building with strict guidelines for making changes within the building. A tentative budgeted amount was made and Marvin agreed to provide quotes to Chairperson Baird.

A2d. Senior Citizens & Community Center (Grand Center)-

Senior Citizens- Chairperson Baird provided the Senior Citizens budget on-screen. Verleen Striblen, Grand Center Director, stated that the Senior Citizen budget's revenues are from nutrition and socialization grants as a result of the Older Americans Act. Board members discussed the possibility of having the Grand Center cooks transitioned over as county employees this year if allowed by the Southeastern Utah Association of Local Governments (ALG or AOG). Chairperson Baird recommended that Verleen make a proposal to the County Council soon. Board members reviewed several line items, making live adjustments during board discussion.

Community Center (Grand Center)- Chairperson Baird provided the Community Center budget on-screen. Verleen Striblen, Grand Center Director, stated that the Community Center is able to use TRT/TRCC funds. Board members reviewed several line items, making live adjustments during board discussion. Revenue projections were discussed.

A2e. Treasurer-

Chairperson Baird provided the Treasurer budget on-screen. Chris Kauffman, County Treasurer, explained the Treasurer budget in general. He requested a new line item for Mailings in order to separate costs out of Office Supplies in 2019. Board members reviewed several line items, making live adjustments during board discussion.

A2f. Audit, postponed from August 8, 2018-

Chairperson Baird provided the Audit budget on-screen. He reviewed the one line item with the board, making a live adjustment during board discussion.

A2g. Elections, postponed from August 8, 2018-

Chairperson Baird provided the Elections budget on-screen. Board members discussed the possibility of a special election in 2019, depending on whether the electorate approves having a Study Committee established to study the change of form of government. After some discussion board members agreed to budget for it as a contingency, potentially revisiting it later if needed. Chairperson Baird reviewed several other line items and made live adjustments during board discussion.

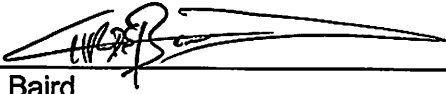
Future Considerations-

Jaylyn brought up the budget process in terms of whether to involve County Council earlier in order to avoid a dive back into details. Chairperson Baird expressed that the Position Based Reporting software within Caselle Advantage will show "current vs. proposed variance" by department for "full cost of employee" vs. "proposed cost of employee" which will be helpful to County Council. Chairperson Baird agreed to check with the Human Resources Director to help project milestone and exemplary merit increases for 2019. He noted that capital projects will specifically be discussed with County Council yet he is not anticipating needing to discuss the various operating budgets.

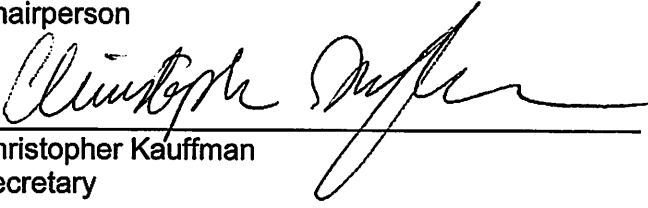
Chairperson Baird requested to have Miscellaneous General Fund Revenue on the next agenda.

Adjourn

The meeting was adjourned at 11:46 a.m. by Chairperson Baird



Chris Baird
Chairperson



Christopher Kauffman
Secretary

