

Grand County Budget Advisory Board

Friday, October 7, 2022 at 1:00 p.m.

Held in the Grand County Commission Chambers with virtual participation on Zoom

125 E Center St. Moab Utah

In person attendance: Chris Baird, Gabriel Woytek, Kevin Walker, Renee Baker, Shalee Bryant, Angela Book*, Elizabeth Weimholt*, Debbie Swasey*, Lorette Eastwood*

Virtual attendance: Chris Kauffman

*non-voting members

Call to Order at 1:02 p.m.

Action Items

1. Approval of Minutes – 9/30/22 Meeting

Motion by Baker to approve the minutes as presented

Motion seconded by Bryant

Motion passes 6-0, McGann absent

Discussion Items:

Review of department/fund budgets:

a) **Grand Center/Senior Socialization (Lorette Eastwood)**

Baird explained that the Grand Center is broken down into two separate budgets, one pertaining to senior socialization programs funded by the Southeastern Utah Association of Local Governments, and the other to Grand Center operations

Grand Center operations side of the budgeted reviewed first. Eastwood presented 2023 budget requests. Discussion regarding overtime staffing needs. Small request to be included for overtime, approximately \$400. Office supply request increased from \$1,000 to \$2,000, to account for increased maintenance of new copy machine. Equipment Maintenance request increased from \$8,000 to \$16,000, to account for new evaporative cooler for kitchen. Quote presented to account for \$8,185 in materials and installation. \$8,185 moved to Capital Improvements line due to equipment costing over \$5,000. New air conditioner units also added to 2023 budget request for Capital Improvements, totaling \$7,602. Baird explained that any capital purchases across departments will be moved to Fund 34 when finalizing budget. Discussion on whether \$8,000 request for equipment maintenance is sufficient to account for expenses based on historical trends. 2023 budget request for Building Grounds and Maintenance increased to \$20,000 from \$4,000 in 2022, to account for exterior maintenance needed, as well as repairs to automatic handicap doors, which would cost \$2,600 each for two units. Building Grounds and Maintenance total request increased to \$16,692. Discussion regarding increased use of facility translating to greater utility usage. 2023 request for Utilities set to \$14,500. Discussion regarding expenses coded to Special Department Supplies. Request reduced from \$4,500 to \$3,000 for 2023, based on historical trends. 2023

request for inventory set to \$1,500 to account for yard tools and new conference room projector. Discussion regarding potential for surplus projector to be used.

Review of Senior Citizens account tied to senior socialization programs. Discussion regarding travel line item, set to \$1,200 based on historical trends. Office expense and supplies line request set to \$1,800, based on historical trends. Equipment Maintenance line over budget in 2021 and 2022. Request set to \$3,500 to account for this trend. Utilities line request for 2023 set to \$15,000, based on historical trends pre-COVID. Vehicle Lease Payment request line carried over from 2022 for potential acquisition of new van.

b) Weed Control (Elizabeth Weimholt)

Expenses for weed control come from the General Fund as well as Miscellaneous Grant Fund 25. General Fund accounts reviewed first. Discussion about consolidation of these funds in the future. Spot device added to subscription line request for 2023, bringing total request to \$988. Discussion regarding various line requests carried over with little to no change from 2022 budget. Need to check in with IT department to see schedule for potential computer replacement. Training budget line request set to \$3,600, with itemized breakdown presented for justification.

Review of Fund 25 Weeds budget. Itemized breakdown presented for \$9,500 request for Professional Services line. Discussion regarding existing large Fund Balance from grant fund proceeds to Weeds Department, which could be useful in the near future for future capital needs. Weimholt gave brief overview of these grant sources. If this fund balance were transferred, it would be to the capital projects general fund.

c) Assessor (Debbie Swasey)

Swasey gave overview of 2023 budget requests. Requests largely identical to 2022, with the exception of the Reappraisal line which was increased from \$25,000 to \$198,000, to account for slated commercial reappraisal, which is much more costly than standard residential reappraisal. Discussion regarding Inventory line request and need to accurately anticipate expenses for the coming year before making expenditures.

d) Old Spanish Trail Arena (Angela Book)

Book gave overview of 2023 budget requests. Baird explained that Special Events Coordinator may not be billed to OSTA budget. Itemized breakdown given to justify several line requests relatively similar to 2022. Building and Grounds Maintenance request line set to \$39,730 for replacement of culinary water lines, itemized breakdown provided. Ballfields Maintenance request set to \$24,728, itemized breakdown provided. Follow up needed regarding potential grant for pickleball courts, so that that the appropriate expense can be budgeted for in 2023. Request for Utilities line set to \$35,000 to account for increased cost projections. Request reduced to \$30,000 to better reflect historical trends and not accounting for contingencies. Ball Field Utilities line request set to \$6,500 based on historical trends. Request line for Lease Payment set to \$28,147, itemized breakdown given, including two new Enterprise truck leases. Fuel line request increased to \$10,000 from \$6,000 in 2022 based on fuel cost increases and increased number of vehicles, year-end projections for 2022. Cell Phone Allowance request set to \$3,120 to account for 4 staff. Capital Building Improvements request set to \$65,000 for new sound system. Inventory line requests given with itemized breakdown for justification, totaling \$20,749.

Overview of OSTA related revenue projections. 2023 projection for Arena Rent set to \$80,000 due to increased heavy use and rentals by large events. Recreation District contribution set to \$75,000.

e) Personnel Services (Renee Baker)

Baker gave overview of 2023 budget requests. Upcoming proposal to be presented to the Commission for Assistant Director Position. Little to no changes from 2022 budget. Special Department Supplies line request increased from \$1,000 to \$7,500 to pay for employee social gatherings and appreciation/recognition. Discussion regarding using Assessor's Office poster sales proceeds to cover these types of expenses. Inventory line request set to \$250, which would increase with new staff person. Breakdown given for 2023 Schooling expense line request of \$5,000. Further discussion regarding potential new staff person, and upcoming challenges that are expected with balancing the budget in an economic downturn.

Future Considerations

Short discussion regarding upcoming plan to present county-wide salary and benefit figures for the 2023 budget picture.

Meeting adjourned at 3:35 p.m.