



**DAVIS COUNTY EXECUTIVE MEETING
BOARD OF DAVIS COUNTY COMMISSIONERS
MINUTES**

Meeting Date: Monday, April 1, 2024 - 1:00 PM

Meeting Location: 61 S. Main Street, Farmington, UT 84025 – Conference Room 306

In Attendance: Commission Chair Bob Stevenson, Commission Vice Chair Randy Elliott, Commissioner Lorene Kamalu

County Staff Present: Neal Geddes, Civil Attorney; Curtis Koch, Auditor; Blake Woodall, Internal Auditor; Andy Oblad, Chief Deputy Sheriff; Jeff Oylar, County Planner; Cynda Melville, Commission Office Staff.

Opening: The meeting began at 1:04 PM.

Agenda Item:

Discuss performance audit for Wahsatch Shooters Association pursuant to Utah Code 17-19a206.

Discussion:

Commissioner Randy Elliott introduced the topic of this meeting stating that other meetings have been held previously including a work session on March 21, 2024, and another meeting with representatives of Wahsatch Shooters Association. WSA is willing to work with Davis County to resolve issues and would be open to any and all audits. WSA is working on getting business licenses updated and paying taxes. They want to have a good working relationship with the Davis Sheriff's Office.

Wahsatch Shooters Association has not been audited by Davis County for 10 years. They are willing to work with Davis County to have the Auditor's Office look at their books. They want to maintain a good relationship with Davis County and are working toward resolving some of their issues from the past few years. The Treasurer for the Association died about 5 years ago resulting in some problems for WSA as information relating to finances was not passed on directly to other WSA representatives.

The current contract will expire on April 30, 2024. They will ask for a 30-day extension on the contract. WSA represented that the IRS will reinstate their Not For Profit status after May.

As Davis County looks at negotiating a new contract with WSA it will be to the County's benefit to look at the past records of Wahsatch Shooters and to review the Shooting Range Use Agreement, Contract 2012-328.

Chief Deputy Oblad recommended that as we look at a new contract with Wahsatch Shooters we don't sign a 10-year contract, but sign a one or two year contract.

Discussion about the use of the shooting range continued including comments about the use of the range for Davis County Deputies and other law enforcement officials. Schedules for shooting, fees and rules need to be followed.

The shooting range is in unincorporated Davis County.

Neal Geddes brought up that the official piece of this meeting is that the Board of Commissioners would like the Auditor pursuant to State statute to conduct an audit of Wahsatch Shooters' books as Davis County prepares to negotiate a new contract with WSA. Code says that the county executive body shall direct and supervise the audit and lay out exactly what they want the Auditor to do regarding the audit.

Curtis Koch asked the Commission for confirmation that what they wanted was a performance audit and requested a written request outlining the scope of the audit.

Commissioner Randy Elliott replied that it is correct.

Items from **Contract No. 2012-328** were discussed to determine what should be included in the request for an audit.

The following sections of the **Shooting Range Use Agreement** were discussed and determined to be items that should be included in the audit.

Section 5 – RANGE USE BY THE SHERIFF

- a. Law Enforcement hours

Section 7 – RANGE USE BY THE ASSOCIATION AND GENERAL PUBLIC

- b. The Association shall provide a qualified range officer during all Association hours

Are County employees going to the range with the expectation that they can shoot for free?

What is actually happening compared to what is in the contract?

- c. The Association shall charge and collect a usage fee from each member of the general public.
 - i. – Members and immediate families are not general public, shall not be charged a usage fee.
 - iv. – Eighty percent (80%) of gross fees collected from general public shall be used for improvements.
 - iii. – Amount of usage fee for general public shall be proposed by the Association, shall notify the County. The Association shall provide discount to users 60 years of age and older.

Section 8 – RANGE RULES

- a. The Sheriff shall establish the rules for law enforcement days, Association will establish the rules for public access days.

Section 9 – IMPROVEMENTS

In future contract make adjustment regarding Association requirements to notify County of any improvements.

Section 10 – SECURITY SYSTEMS

- a. The Association shall provide County with access for viewing cameras.
- b. During Law Enforcement hours, the County can turn off the security cameras for training.

Section 12 – INSURANCE

The Association shall obtain and maintain general liability insurance of at least \$2,000,000.
What does it cover?

Section 13 – UTILITIES

The Association is responsible for all utilities.

Section 14 – DEFAULT BY ASSOCIATION

The County has the right to terminate the contract in the event of default.

Recommendations about things to include or change on a future contract were discussed.

A discussion of other items and questions that should be included in the audit continued. The following list was made on a white board.

Notes from the white board: (Derived from the group.)

- Bylaws, Financial Controls, Policy & Processes of Association
- Revenue from general public – 5 years
- Revenue from membership fees – 5 years
- Any other revenue
- Range Improvements including \$ amount for last 5 years
- All Association expenses – 5 years
- Balance in reserve year/year
- Events Rental, Are other Associations using – contractual
- Organization Chart, turnover of key individuals – 5 years

Curtis Koch had to leave the meeting at 1:54 pm.

Bob Stevenson left the meeting at 1:56 pm.

Discussion continued about the use of the range, training of range masters and Sheriff's Office employees, and if County employees and their families should have access to the range at no cost.

The meeting adjourned at 2:00 pm.

Action Item:

The Commission Office will send a letter to the Davis County Auditor requesting the Auditor's Office to conduct a performance audit on the Wahsatch Shooters Association based on the goals discussed.


The audio recording for this meeting is available based upon the County's current retention schedule.

Minutes prepared by:

Cynda Melville

Cynda Melville

Commission Office

Approved on: 4/23/24


Bob J Stevenson, Chair

Davis County Commission