# COMMISSIONERS' MINUTES – DAVIS COUNTY

**COMMISSION MEETING MINUTES**
**Tuesday, June 11, 2024**

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on Tuesday, June 11, 2024, in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Required legal notice of this meeting was given.

All documents from this meeting are on file in the Davis County Clerk's Office. The agenda for this meeting is incorporated into the minutes as item headers.

**PRESENT ON THE DAIS**
**Chair** Bob J Stevenson
**Commissioner** Lorene Miner Kamalu

**County Clerk** Brian McKenzie
**County Auditor** Curtis Koch
**Chief Deputy Civil Attorney** Mike Kendall

**EXCUSED**
**Commissioner** Randy B. Elliott

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**OPENING**
The meeting convened at 10:00 AM, and Facilities Management Director Lane Rose led the Pledge of Allegiance. Commissioner Stevenson excused Commissioner Elliott, who was not in attendance at the meeting.

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**PUBLIC COMMENTS**
Public comments were invited, but none were made.

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**BUSINESS/ACTION**
**AUDITOR'S OFFICE**
**1.** #505/2024. **Approval of financial policy #441- Subscription-Based Information Technology Arrangement (SBITA) Capitalization Policy** — ***presented by Curtis Koch, County Auditor***

Auditor Koch explained this is a policy required under Governmental Accounting Standards Board (GASB), Statement No. 96.

Financial Information: N/A

Terms: N/A

**VOTING**
**Motion to Approve Item 1:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

**COMMISSIONERS' OFFICE**
**2.** #463/2024. **A one-time donation agreement with Davis County Commissioners' Youth Charities and Young Caring for Our Young Inc., supporting our community in the areas of Hunger, Teen Homelessness, Clothing and Literacy** — ***presented by Commissioner Stevenson***

Commissioner Stevenson stated that these funds are from a fund set up a number years ago for this purpose. This is a one-time grant.

Financial Information:

- Type: Payable
- Amount: $5,000.00
- GL Account #: 1010140 540540
- Davis County Match Required: No
- Additional Financial Information: N/A

Terms: N/A

**VOTING**
**Motion to Approve Item 2:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

COMMUNITY & ECONOMIC DEVELOPMENT

**3.** #485/2024. **Contract with Premier Lacrosse League to Host a Lacrosse Tournament — *presented by Kent Andersen, Director***

Financial Information:
- Type: Receivable
- Amount: $4,130.00
- GL Account #: 1810172-455000
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 08/09/2024
- Ending Date: 08/10/2024

**4.** #509/2024. **Amendment to Agreement #1233/2023 with Utah Transit Authority (UTA) for Ski Bus Service and Pass Distribution — *presented by Kent Andersen, Director***

Items 4-6 are all related. The County partners with Layton City and Snowbasin to fund a ski bus up to Snowbasin. It was a great snow year, so the service was extended.

Financial Information:
- Type: Payable
- Amount: $15,444.00
- GL Account #: 2215435-540274
- Davis County Match Required: No
- Additional Financial Information: per separate agreements Layton City and Snow Basin to reimburse the County for $5,148.00 each, totaling $10,296.00.

Terms:
- Beginning Date: 03/30/2024
- Ending Date: 04/13/2024

**5.** #510/2024. **Amendment to Agreement #83/2024 with Layton City for Ski Bus Service and Pass Distribution — *presented by Kent Andersen, Director***

Financial Information:
- Type: Receivable
- Amount: $5,148.00
- GL Account #: 2215435-495100
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 03/30/2024
- Ending Date: 04/13/2024

**6.** #512/2024. **Amendment to Agreement #1332/2023 with Snowbasin for Ski Bus Service and Pass Distribution — *presented by Kent Andersen, Director***

Commmissioner Stevenson commented that he and Director Andersen helped set up the ski bus program years ago, before working for the County. The funding came from Prop 1, and the success of the ski bus shows the importance of some funds, he said. Director Andersen added that the County is forward-thinking in its participation with local commmunities and service providers to help make such projects happen.

Financial Information:
- Type: Receivable
- Amount: $5,148.00
- GL Account #: 2215435-540274
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 03/30/2024
- Ending Date: 04/13/2024

**7.** #513/2024. **Sponsorship Agreement with Bountiful Davis Arts Center for the remainder of 2024 — *presented by Kent Andersen, Director***

Financial Information:
- Type: Payable
- Amount: $10,000.00
- GL Account #: 1810170-540540
- Davis County Match Required: No
- Additional Financial Information: N/A

Terms:
- Beginning Date: 05/01/2024
- Ending Date: 12/31/2024

**8.** #517/2024. **Ratification of Special Use Permit with Utah Division of Wildlife Resources (DWR) for the 2024 Great Salt Lake (GSL) Bird Festival** — ***presented by Kent Andersen, Director***

The agreement for the use of the Eccles Wildlife Center.

Financial Information: N/A

Terms:

- Beginning Date: 05/16/2024
- Ending Date: 05/19/2024

**VOTING**

**Motion to Approve Items 3-8:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

**FACILITIES**

**9.** #511/2024. **Temporary Lease Agreement with 5002, Inc for filming at Davis County Memorial Courthouse** — ***presented by Lane Rose, Director***

Director Rose said the agreement is for a temporary event, with filming on the steps in front of the Memorial Courthouse. The film crew will only utilize outdoor space, so there is no anticipated impact to County operations.

Financial Information:

- Type: Receivable
- Amount: $100.00
- GL Account #: 1810170-495100
- Davis County Match Required: No
- Additional Financial Information: N/A

Terms:

- Beginning Date: 06/13/2024
- Ending Date: 06/13/2024

**VOTING**

**Motion to Approve Item 9:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

**HEALTH**

**10.** #469/2024. **Limited use agreement with Rainbow Squares dba Northern Lights Dance Club to conduct wellness activities at the South Davis Senior Activity Center** — ***presented by Dave Spence, Health Department Deputy Director, on behalf of Brian Hatch, Director***

Deputy Director Spence clarified that the activities will be held once a week, in the evenings. The Northern Lights Dance Club is also doing some volunteer work for the Health Department, so both entities benefit from the agreement.

Financial Information:

- Type: Receivable
- Amount: $25.00 per class
- GL Account #: 1510325-495100
- Davis County Match Required: No
- Additional Financial Information: N/A

Terms:

- Beginning Date: 06/04/2024
- Ending Date: 05/30/2025

**11.** #504/2024. **Amendment #3 of Contract #2019-569, Environmental Protection Agency (EPA) Vehicle Repair and Replacement Assistance Program (VRRAP), with the Utah Department of Environmental Quality extending the termination date — *presented by Dave Spence, Health Department Deputy Director, on behalf of Brian Hatch, Director***

Deputy Director Spence explained that the contract comes from the EPA through Utah's Department of Environmental Quality (DEQ). The amendment extends the previous Vehicle Repair and Replacement Assistance Program (VRRAP) contract. The VRRAP program helps people whose vehicle has failed an emissions test.

Financial Information:
- Type: Receivable
- Amount: No change
- GL Account #: 1530311-474305
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 10/01/2019
- Ending Date: 08/01/2026

**VOTING**
**Motion to Approve Items 10-11:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

SHERIFF'S OFFICE
**12.** #482/2024. **Early Warning/ Intervention Management Software condition agreement between Davis County Sheriff's Office and International Business Information Technologies for subscription of software, Inc — *presented by Andrew Oblad, Chief Deputy***

Commissioner Stevenson asked Sheriff Kelly Sparks if he had spoken with Information Services (IS) Director Mark Langston regarding this agreement. Sheriff Sparks replied that he had spoken with IS Deputy Director Mike Pace, who told him the department's questions had been answered.

Financial Information:
- Type: Payable
- Amount: $17,200.00
- GL Account #: 1020210-555266
- GL Account #: 1020230-555266
- Davis County Match Required: N/A
- Additional Financial Information:
  Sheriff $6,880.00
  Corrections $10,320.00
  SHIELD Suite subscription base $6,000.00
  License fee $40.00
  Set up fee $2,000.00

Terms:
- Beginning Date: Upon final signature.
- Ending Date: One year from the date of final signature.

**13.** #494/2024. **Amendment #4 to Shooting Range Use Agreement #2012-328 between Davis County and Wahsatch Shooters Association of Davis County extending the term of agreement through August 31, 2024 — *presented by Andrew Oblad, Chief Deputy***

In response to a question, Auditor Curtis Koch verified that the reason for the agreement extension is related to an ongoing audit. Once the audit has been received, the Commission/County will have time to review it and provide a response, as will the Wahsatch Shooters Association. The audit will be released, and the County can then decide what direction to take regarding the Shooting Range.

Financial Information:
- Type: Receivable
- Amount: $1.00
- GL Account #: 1020210-495100
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: Upon final signature
- Ending Date: 08/31/2024

**14.** #495/2024. **Agreement between Davis County Sheriff's Office and NEOGOV for PowerDMS Software Subscription for accreditation program — *presented by Andrew Oblad, Chief Deputy***

Chief Deputy Oblad explained that the accreditation program for the Sheriff's Office is through the Chiefs of Police Association.

Financial Information:
- Type: Payable
- Amount: $650.00
- GL Account #: 1020210-555266
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: Upon final signature
- Ending Date: 04/30/2025

**15.** #500/2024. **Approval of list of 24/7 SCRAM (Continuous Transdermal Alcohol Monitoring Program) Agreements with Davis County Sheriff's Office for May 2024 — *presented by Andrew Oblad, Chief Deputy***

This item is a summary list of contracts with people going through the program.

Financial Information:
- Type: Receivable
- Amount: See additional financial information
- GL Account #: 1020230-472000
- Davis County Match Required: N/A
- Additional Financial Information: $30.00 enrollment fee, $10.00 per day continuous alcohol monitoring fee, $2.00 per intoxilyzer test, and $6.00 per liquid drug screen test.

Terms:
- Beginning Date: Upon final signature
- Ending Date: Until the individual is no longer under court order to participate in the program

**16.** #502/2024. **Contract between the State of Utah and Davis County for bailiff and perimeter security services for courts — *presented by Andrew Oblad, Chief Deputy***

Financial Information:
- Type: Receivable
- Amount: $1,097,712.00
- GL Account #: 1020210-452020
- Davis County Match Required: N/A
- Additional Financial Information: Bailiff Security $365,112.00 and Perimeter Security $732,600.00

Terms:
- Beginning Date: 07/01/2024
- Ending Date: 06/30/2025

**17-31. Approval of agreements for consideration to be placed on the tow rotation through the Davis County Sheriff's Dispatch Center — *presented by Andrew Oblad, Chief Deputy***

17. #414/2024. Aaron's Towing & Recovery
18. #418/2024. Lost Recovery Inc
19. #443/2024. Firstchoice Towing Services LLC
20. #486/2024. Skyhook Road Solutions, LLC
21. #487/2024. Ricky's Towing LLC
22. #488/2024. Winterton Automotive Inc. #3
23. #489/2024. Larry's Road Solutions LLC
24. #490/2024. Stauffer's Road Solutions, LLC
25. #491/2024. Hendrickson's Road Solutions, LLC
26. #493/2024. A.W. Towing Corporation
27. #496/2024. DW Towing Inc.
28. #497/2024. Lincoln Environmental Towing Honeyville
29. #498/2024. Brett's Towing Inc
30. #499/2024. IFS Towing LLC
31. #501/2024. Multicar Towing LLC

Financial Information: N/A

Terms:
- Beginning Date: 07/01/2024
- Ending Date: 06/30/2025

**VOTING**

**Motion to Approve Items 12-31:** Bob J Stevenson. **Second:** Lorene Miner Kamalu. All present voted aye.

**Motion to Recess to Board of Equalization:** Bob J Stevenson. **Second:** Lorene Miner Kamalu. All present voted aye.

BOARD OF EQUALIZATION

**32.** #515/2024. **Property Tax Register 06-11-2024 — *presented by Curtis Koch, County Auditor***

The Property Tax Register for June 11, 2024, was presented and contained the following: Auditor's Adjustments consisting of Corrections; and Assessor's Adjustments consisting of Corrections. This record is maintained by the Davis County Auditor as the Clerk of the Board of Equalization.

**VOTING**

**Motion to Approve Item 32:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

**Motion to Reconvene Commission Meeting:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

CONSENT ITEMS

**33.** #476/2024. **Regular Commission Meeting Minutes for May 14, 2024 — *presented by Commissioner Stevenson***

**VOTING**

**Motion to Approve Item 33:** Bob J Stevenson. **Second:** Lorene Miner Kamalu. All present voted aye.

CLOSING REMARKS

**Clerk Brian McKenzie** reminded everyone that it is election time, and the ballots have been mailed. He emphasized the importance of being involved in the process, either by voting or participating as an election watcher. He invited those interested to come to the County Administration Office and observe as ballots are processed. The ballot processing schedule is posted on the Clerk's Elections webpage.

**Commissioner Stevenson** welcomed Mike Kendall, Davis County Senior Civil Counsel, to the meeting. He was in attendance in place of Chief Deputy Attorney Neal Geddes.

**Commissioner Kamalu** commented that she had already received her ballot, voted, and placed it in a drop box. She offered a reminder that there are deadlines for voting, and there are secure drop boxes in every city in the County. She said it is fascinating to watch ballot processing and invited members of the public to watch, noting that the observation area is set up so watchers can see the entire flow within 6 feet. Commissioner Kamalu also recommended that voters use the QR code sent with ballots to sign up with the State of Utah's ballot tracking app. The app allows voter to follow their own ballot through processing and counting. She advised those who haven't received their ballot to call the County Clerk's Office. She also noted that June 25 is the last day to vote, and those who haven't registered can go to a polling location on Election Day, with ID, to vote [provisionally].

MEETING ADJOURNED

Commission Meeting was adjourned at 10:17 AM.

Minutes Prepared by:

Becky R. Wright
Deputy Clerk

Minutes Approved on:

06/25/2024

Rebecca L Abbott for
Brian McKenzie
Davis County Clerk

Bob J Stevenson
Commission Chair