

# BOARD OF DAVIS COUNTY COMMISSIONERS MINUTES

## Board of Davis County Commissioners - Regular Meeting Minutes Tuesday, July 8, 2025

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on July 8, 2025, 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**

Davis County Commission Vice Chair John Crofts  
Davis County Commissioner Bob Stevenson  
Clerk Brian McKenzie

**EXCUSED**

Davis County Commission Chair Lorene Kamalu

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**OPENING AND PLEDGE OF ALLEGIANCE**

The meeting convened at 10:00 AM, and Controller Curtis Koch led the Pledge of Allegiance.

Commissioner Crofts excused Commissioner Kamalu, who asked that he conduct the meeting. He commented that July is one of his favorite months because of the 4th of July, as well as the July 24 State holiday. He expressed his hope that everybody is enjoying the summer.

**PUBLIC COMMENTS**

Commissioner Crofts invited public comments; no comments were made.

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**APPROVAL OF MEETING MINUTES**

- 1    **#2025-788. Approval of the Regular Commission Meeting Minutes for June 10, 2025** - *recommended by John Crofts, Davis County Commission Vice Chair, on behalf of Lorene Kamalu, Davis County Commission Chair, Commissioners' Office*
- 2    **#2025-786. Approval of the Regular Commission Meeting Minutes for June 17, 2025** - *recommended by John Crofts, Davis County Commission Vice Chair, on behalf of Lorene Kamalu, Davis County Commission Chair, Commissioners' Office*

**VOTING:**

**Motion to Approve Items 1-2:** John Crofts. Second: Bob Stevenson. All present voted aye.

BUSINESS/ACTION

CLERK'S OFFICE

3     **#2025-764. Notice of a temporary change to the Regularly Scheduled Meeting for the Board of County Commissioners for July 22, 2025** - *presented by Brian McKenzie, Clerk*

Financial Information: N/A

Terms:

- Beginning Date: 07/22/2025
- Ending Date: 07/22/2025

Clerk Brian McKenzie explained that the time of the Regular Commission Meeting needed to be changed to 6 PM to allow all three Commissioners to attend a Change of Command ceremony at Hill Air Force Base.

VOTING:

**Motion to Approve Item 3:** John Crofts. Second: Bob Stevenson. All present voted aye. [The vote on Item 3 took place after discussion of Item 4.]

4     **ORD #2025-5. Approval of an Ordinance Adding Chapter 2.38 Davis County Data Privacy Program to the Davis County Code** - *recommended by Brian McKenzie, Clerk, Clerk's Office*

Financial Information: N/A

Terms: N/A

Clerk McKenzie noted that this ordinance was tabled during the previous Commission Meeting, because of a question about changes made to the ordinance after the Work Session in which it was discussed. Clerk McKenzie stated that he had asked his staff to review the document and look into any changes. The changes found were the addition of a period, quotation marks added in appropriate places, and putting the document into ordinance format (adding “whereas” and the enactment language, as well as revising numbering to meet County Code); no other changes were made. The Clerk said that he had, at Commissioner Stevenson’s suggestion, reached out to all of the County’s Administrative Officers and was able to confirm they had no concerns regarding the ordinance. The Clerk said he also had a great conversation with Commissioner Crofts, during which they discussed ideas to address Commissioner Crofts' concern. To allow more time to resolve differences, the Clerk recommended postponing the ordinance until the next meeting.

Commissioner Crofts thanked Clerk McKenzie for his professionalism in working through those minor issues. He stated his belief that the Commissioners can have a united decision on the ordinance.

VOTING:

**Motion to Approve Item 4:** Bob Stevenson. Second: John Crofts. All present voted aye.

Clerk McKenzie questioned whether the approval of the ordinance was intentional. Commissioner Stevenson gave his opinion that if the legality was set regarding the changes, the ordinance should be approved. Commissioner Stevenson then asked Chief Civil Deputy Attorney Neal Geddes for his opinion. The Chief Civil Deputy Attorney replied that his team was doing a legal review of the document, and he recommended postponing the vote.

VOTING:

**Motion to Postpone Item 4:** Bob Stevenson. Second: John Crofts. All present voted aye.

COMMUNITY & ECONOMIC DEVELOPMENT

- 5    **#2025-741. Approval of an Interlocal Agreement for Third-Party Building Inspection Services between Davis County and Farmington City** - recommended by Kent Andersen, Director, Community & Economic Development - Planning

Financial Information: N/A

Terms:

- Beginning Date: 07/08/2025
- Ending Date: 07/07/2030

Director Andersen thanked Jenny Bloemen, from the Planning Office, for her work on agenda items 5-7. The items are related to inspection services provided by the County for a permitting process in unincorporated areas. An internal entity called Shumscoda, which was selected through a Request for Proposals process, currently provides inspection services for the County. A change in State statute requires the County to have three or more additional third-party contract services, so agenda items 5-7 are agreements with Farmington City, Kaysville City, and Syracuse City as options for builders in the unincorporated County.

- 6    **#2025-742. Approval of an Interlocal Agreement for Third-Party Building Inspection Services between Davis County and Kaysville City** - recommended by Kent Andersen, Director, Community & Economic Development - Planning

Financial Information: N/A

Terms:

- Beginning Date: 07/08/2025
- Ending Date: 07/07/2030

- 7    **#2025-743. Approval of an Interlocal Agreement for Third-Party Building Inspection Services between Davis County and Syracuse City** - recommended by Kent Andersen, Director, Community & Economic Development - Planning

Financial Information: N/A

Terms:

- Beginning Date: 07/08/2025
- Ending Date: 07/07/2030

VOTING:

**Motion to Approve Items 5-7:** Bob Stevenson. Second: John Crofts. All present voted aye.

VOTING:

**Motion to recess to a public hearing:** John Crofts. Second: Bob Stevenson. All present voted aye.

PUBLIC HEARING: CONTROLLER'S OFFICE

- 8    **RES #2025-14. Public Hearing for and Resolution to Approve Additional Budget Appropriations** - presented by Curtis Koch, County Controller

Financial Information: N/A

Terms: N/A

Controller Koch introduced additional budget appropriations for Commissioners’ consideration, with a line-by-line review of items [Attachment A]. He also offered the following explanations: the increase in postage is due to continued postage increases; the item under “Prop 1 – Transportation” was budgeted in the wrong area during the budget process and is being moved to the proper account as the County moves forward to purchase a piece of equipment to maintain trails; the Google Workspace subscription increases were not foreseen during the budget process.

Commissioner Crofts invited public comment. No comments were made.

VOTING:

**Motion to close the public hearing and Approve Item 8:** Bob Stevenson. Second: John Crofts. All present voted aye.

HEALTH

9    **#2025-755. Approval of Amendment #4 to Contract #2024-0595, State Fiscal Year 2022, by the Department of Health and Human Services for Minimum Performance Standards - recommended by Brian Hatch, Director, Health - Admin**

Financial Information:	Terms:
<ul style="list-style-type: none"><li>• Type: Receivable</li><li>• Amount: \$486,649.00</li></ul>	<ul style="list-style-type: none"><li>• Beginning Date: 07/01/2025</li><li>• Ending Date: 06/30/2026</li></ul>

Director Hatch noted that this amendment is for State dollars the County Health Department receives to perform statutory functions.

10    **#2025-756. Approval of Certifications and Assurances for Federal Transit Administration (FTA) Assistance Programs for Federal Fiscal Year 2025 - recommended by Brian Hatch, Director, Health - Senior Services**

Financial Information: N/A	Terms:
	<ul style="list-style-type: none"><li>• Beginning Date: 10/01/2024</li><li>• Ending Date: 09/30/2025</li></ul>

11    **#2025-757. Approval of a Donation Agreement with Michelle Nyman to donate an elliptical exercise machine to Davis County Aging Services - recommended by Brian Hatch, Director, Health - Senior Services**

Financial Information: N/A	Terms:
	<ul style="list-style-type: none"><li>• Beginning Date: 07/08/2025</li><li>• Ending Date: N/A</li></ul>

The elliptical exercise machine will be used at the senior center. This agreement runs for the life of the equipment.

12    **#2025-758. Approval of Amendment #1 to Contract #2025-0612 of Utah's Area Agencies on Aging (AAA) State Fiscal Year 2026 Pass-Through Agreement with the Utah Department of Health & Human Services for Davis County Aging Services A04882 - recommended by Brian Hatch, Director, Health - Senior Services**

Financial Information:	Terms:
<ul style="list-style-type: none"><li>• Type: Receivable</li><li>• Amount: \$2,191,096.00</li></ul>	<ul style="list-style-type: none"><li>• Beginning Date: 07/01/2025</li><li>• Ending Date: 06/30/2026</li></ul>

**VOTING:**  
**Motion to Approve Items 9-12:** Bob Stevenson. Second: John Crofts. All present voted aye.

LIBRARY

13    **#2025-782. Request to apply for the "Between Two Worlds: Exploring Jewish Culture and Religion through Yiddish Literature" Grant with the Yiddish Book Center in Massachusetts** - *recommended by Kim Valeika, Outreach Manager, Library*

Financial Information:	Terms:
<ul style="list-style-type: none"><li>• Type: Receivable</li><li>• Amount: \$2,000.00</li></ul>	<ul style="list-style-type: none"><li>• Beginning Date: 11/01/2025</li><li>• Ending Date: 12/31/2026</li></ul>

Kim said the grant application is for a program to offer at the Library.

Commissioner Crofts asked whether the books for the program were written in English or translated. Kim said they are translated, so learning Yiddish will not be necessary. Three of the books to be used in the program are “Tevye the Dairyman,” which is the basis for “Fiddler on the Roof”; “The Zelmenyaners: A Family Saga”; and “A Jewish Refugee in New York.” The Library gets to choose the fourth title.

Commissioner Crofts commented that Yiddish permeates our society and culture, and words we’re used to are Yiddish words. He expressed his appreciation for the opportunity for the Library to get these books and said he hopes the County is awarded the grant.

**VOTING:**  
**Motion to Approve Item 13:** John Crofts. Second: Bob Stevenson. All present voted aye.

SHERIFF'S OFFICE

14    **#2025-762. Approval of an Interlocal Cooperative Agreement between Clinton City and Davis County for Dispatch Services** - *recommended by Arnold Butcher, Chief Deputy, Sheriff's Office*

Financial Information:	Terms:
<ul style="list-style-type: none"><li>• Type: Receivable</li><li>• Amount: \$123,546.45</li></ul>	<ul style="list-style-type: none"><li>• Beginning Date: 07/01/2025</li><li>• Ending Date: 06/30/2026</li></ul>

**VOTING:**  
**Motion to Approve Item 14:** Bob Stevenson. Second: John Crofts. All present voted aye.

CONSENT ITEMS

15    **#2025-648. Approval of Adoption Agreements with Animal Care for April 2025** - *recommended by Sydney Larrabee, Deputy Director, Animal Care*

Financial Information:	Terms:
<ul style="list-style-type: none"><li>• Type: Receivable</li><li>• Amount: N/A</li></ul>	<ul style="list-style-type: none"><li>• Beginning Date: 04/01/2025</li><li>• Ending Date: 04/30/2025</li></ul>

16    **#2025-649. Approval of Donations with Animal Care for April 2025** - *recommended by Sydney Larrabee, Deputy Director, Animal Care*

Financial Information:	Terms:
<ul style="list-style-type: none"><li>• Type: Receivable</li><li>• Amount: \$1,341.77</li></ul>	<ul style="list-style-type: none"><li>• Beginning Date: 04/01/2025</li><li>• Ending Date: 04/30/2025</li></ul>

- 17

#2025-784. Approval of a Standard Professional Services Contract with Dr. Aaron Larsen for Animal Care Veterinary Services - recommended by Sydney Larrabee, Deputy Director, Animal Care
- Financial Information:

Terms:
- Type: Payable

• Amount: \$90.00 per hour

• Beginning Date: 07/08/2025

• Ending Date: 02/08/2026
- 18

#2025-791. Approval of an Agreement with Chevron for Sponsorship of the 2025 Antelope by Moonlight Bike Ride - recommended by Kent Andersen, Director, Community & Economic Development - Tourism
- Financial Information:

Terms:
- Type: Receivable

• Amount: \$3,000.00

• Beginning Date: 07/11/2025

• Ending Date: 07/11/2025
- 19

#2025-792. Approval of an Agreement with Intermountain Health for Sponsorship of the 2025 Antelope by Moonlight Bike Ride - recommended by Kent Andersen, Director, Community & Economic Development - Tourism
- Financial Information:

Terms:
- Type: Receivable

• Amount: \$1,500.00

• Beginning Date: 07/11/2025

• Ending Date: 07/11/2025
- 20

#2025-793. Approval of an Agreement with Weber State University for Sponsorship of the 2025 Antelope by Moonlight Bike Ride - recommended by Kent Andersen, Director, Community & Economic Development - Tourism
- Financial Information:

Terms:
- Type: Receivable

• Amount: \$2,500.00

• Beginning Date: 07/11/2025

• Ending Date: 07/11/2025
- 21

#2025-794. Approval of an Agreement with Rocky Mountain Power for Sponsorship of the 2025 Antelope by Moonlight Bike Ride - recommended by Kent Andersen, Director, Community & Economic Development - Tourism
- Financial Information:

Terms:
- Type: Receivable

• Amount: \$1,000.00

• Beginning Date: 07/11/2025

• Ending Date: 07/11/2025
- 22

#2025-795. Approval of a Summary Sheet of Receivable Agreements for the 2025 Antelope by Moonlight Bike Ride - recommended by Kent Andersen, Director, Community & Economic Development - Tourism
- Financial Information:

Terms:
- Type: Receivable

• Amount: \$1,100.00

• Beginning Date: 07/11/2025

• Ending Date: 07/11/2025
- 23

#2025-763. Approval of the list of Towing Applications and Agreements with Davis County Sheriff's Dispatch Center for consideration of placement on the tow rotation list for the State of Utah's Fiscal Year 07/01/2025 through 06/30/2026 - recommended by Arnold Butcher, Chief Deputy, Sheriff's Office
- Financial Information: N/A

Terms:
- Beginning Date: 07/01/2025

• Ending Date: 06/30/2026

24    **#2025-771. Approval of the list of 24/7 SCRAM (Continuous Transdermal Alcohol Monitoring Program) Agreements with Davis County Sheriff’s Office for June 2025** - *recommended by Arnold Butcher, Chief Deputy, Sheriff's Office*

Financial Information:	Terms:
<ul style="list-style-type: none"><li>• Type: Receivable</li><li>• Amount: See additional financial information</li></ul>	<ul style="list-style-type: none"><li>• Beginning Date: Upon final signature</li><li>• Ending Date: Until the individual is no longer under court order to participate in the program</li></ul>

**VOTING:**  
**Motion to Approve Items 15-24:** Bob Stevenson. Second: John Crofts. All present voted aye.

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**VOTING:**  
**Motion to Recess to Board of Equalization:** Bob Stevenson. Second: John Crofts. All present voted aye.

**BOARD OF EQUALIZATION**

25    **#2025-185. Property Tax Register 07-08-2025** - *recommended by Curtis Koch, County Controller, Tax Administration*

The Property Tax Register for 07/08/2025 was presented and contained the following: Controller’s Adjustments consisting of Abatement reports, and Corrections; Assessor’s Adjustments consisting of Value Corrections, Personal Property Penalty Waivers, and Corrections. This record is maintained by the Davis County Controller as the Clerk of the Board of Equalization.

**VOTING:**  
**Motion to Approve Item 25:** Bob Stevenson. Second: John Crofts. All present voted aye.

**VOTING:**  
**Motion to Reconvene Commission Meeting:** Bob Stevenson. Second: John Crofts. All present voted aye.

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**CLOSING REMARKS**

**Commissioner Stevenson** invited County Controller Curtis Koch to say a few words, as it would be the Controller’s last opportunity before leaving office. Commissioner Stevenson commented that he got to know Controller Koch when he [the Commissioner] served as Mayor of Layton City.

“It’s been an absolutely wonderful relationship,” Commissioner Stevenson said. “Curtis and I have definitely gone nose-to-nose on a few things and, like I tell my children – which he is like one of them, ‘Dad’s always right, so just get used to it.’ With that, Curtis, the County will definitely miss you – miss your knowledge, your understanding.”

**Commissioner Stevenson** pointed out that Curtis Koch has been dedicated to this County since he was 24 years old.

“Son, you will be definitely missed,” Commissioner Stevenson said.

**Controller Curtis Koch** said that, for the past 23 years, he has been grateful for the opportunities that Davis County has given him.

"I've been grateful for the friendships," the Controller said, adding, "I've grown, but I've also watched my family grow up, and I am thankful to Davis County for the opportunities that it has provided me. Thank you."

**Commissioner Crofts** asked for a round of applause for Curtis Koch.

**Commissioner Crofts** gave a reminder that the July 15 meeting is canceled because the Commissioners have other business to attend to. The next meeting will be in the evening on July 22, at 6 PM, in the Commission Chambers. He thanked everyone for coming to the meeting and wished them a great summer.

**MEETING ADJOURNED**

The meeting adjourned at 10:23 AM.


**ATTACHMENTS**

All publicly distributed materials associated with this meeting are noted as the following attachments:

A1-A2. July 8, 2025 Resolution & Budget Opening Items

Minutes Prepared by:  
Becky R. Wright  
Deputy Clerk

Minutes Approved on:  
07/22/2025

  
Brian McKenzie (Jul 23, 2025 13:11:44 MDT)  
Brian McKenzie  
Davis County Clerk

  
Lorene Kamalu (Jul 23, 2025 11:42:45 MDT)  
Lorene Miner Kamalu  
Commission Chair





## July 8, 2025 Resolution & Budget Opening Items

FUND 10 GENERAL FUND						Reason
Department Name	Department #	Account Name	Account #	Expense	Revenue	Explanation
Controller	1010141	Postage	542243	\$ 12,200		Increase in postage for Notice of Valuation mailing.
Clerk	1010142	Election Revenue	471100		\$ 62,250	State Funding for Poll Pad Upgrade
Clerk	1010142	Sundry Revenue	495100		\$ 47,918	State Funds for Voting Equipment Licensing
Clerk	1010142	Sundry Revenue	495100		\$ 3,526	State Funds for Security Improvements
Clerk	1010142	Equipment	540690	\$ (65,000)		We kept small thermal printers, assembly stands, and refurbished our transfer cases to meet our needs and reduce cost.

**Fund Balance Increase/(Decrease)**      \$ (52,800)      \$ 113,694

FUND 15 HEALTH DEPARTMENT FUND						Reason
Department Name	Department #	Account Name	Account #	Expense	Revenue	Explanation
Health	1530311	Transfer Out	590910	\$ 3,000,000.00		Moving Health Department fund balance to Health Capital Fund
Health	1530311	Contract Revenue	474601		\$ 65,032.23	HPAI Contract Funding - Comm. Position
Health	1530311	Payroll	510110	\$ 39,669.66		HPAI Contract Funding - Comm. Position
Health	1530311	Benefits	520130	\$ 25,362.57		HPAI Contract Funding - Comm. Position

**Fund Balance Increase/(Decrease)**      \$ 3,065,032      \$ 65,032

FUND 22 PROP 1 - TRANSPORATION						Reason
Department Name	Department #	Account Name	Account #	Expense	Revenue	Explanation
Prop 1 Transportation	2215435	Contributions-Interlocal	540274	\$ (93,839)		Move funds from Contributions-Interlocal that were intended for capital equipment in the budget to Capital Equipment account.
Prop 1 Transportation	2215435	Capital Equipment	640740	\$ 93,839		Move funds from Contributions-Interlocal that were intended for capital equipment in the budget to Capital Equipment account.

**Fund Balance Increase/(Decrease)**      \$ 0      \$ -

FUND 46 HEALTH DEPT - CAPITAL						Reason
Department Name	Department #	Account Name	Account #	Expense	Revenue	Explanation
Health	1530311	Transfer In	492100		3000000	Move fund balance from Health to Health Capital

**Fund Balance Increase/(Decrease)**      \$ -      \$ 3,000,000

FUND 62 INFORMATION SYSTEMS						Reason
Department Name	Department #	Account Name	Account #	Expense	Revenue	Explanation
Email Services	6210823	Software Maintenance	555265	\$ 19,778		Google Workspace subscription increase.

**Fund Balance Increase/(Decrease)**      \$ 19,778      \$ -

Total Revenue Change	\$ 3,178,726
Total Expense Change	\$ 3,032,010

**Resolution:** Utah Code Ann. § 17-36-24 (1975) and 17-36-23 (1975), as amended. Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, with Commissioners John Crofts \_\_\_\_\_, Lorene Kamalu \_\_\_\_\_, and Bob Stevenson \_\_\_\_\_ all voting as documented herein above.

**Attest:**

\_\_\_\_\_  
Brian McKenzie, Clerk

\_\_\_\_\_  
Lorene Miner Kamalu, Commission Chair