

BOARD OF DAVIS COUNTY COMMISSIONERS MINUTES

Board of Davis County Commissioners - Work Session Minutes Tuesday, July 22, 2025

The Board of Davis County Commissioners met for their regularly scheduled meeting at 8:00 AM on July 22, 2025, in room 306 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.

Following the approved Davis County policy, artificial intelligence (AI) was utilized in the preliminary creation of these minutes. The final minutes were edited and completed by Davis County Clerk's Office staff.

ROLL CALL

Commissioner/Library Board Member Lorene Kamalu	Bountiful City Councilmember Kate Bradshaw (Joined via Google Meet at 8:45 AM)
Commissioner John Crofts	Library Board Member Rosalee Taylor
Commissioner Bob Stevenson	Library Board Member Sara Reed
County Clerk Brian McKenzie	Library Director Josh Johnson
Acting County Controller Doug Stone (arrived at 8:04 AM)	Library Deputy Director Lynnette Mills
Chief Deputy Civil Attorney Neal Geddes	Library Branch Manager Carolyn Myers
Information Systems Director Jeff Hassett	Library Deputy Director Matt Goff
Human Resources and Risk Director Chris Bone	Library Deputy Director Ellen Peterson
Facilities Director Lane Rose	Modern Out West Trent Smith
Chief Deputy Treasurer Phil Conder	Deputy Clerk Patrick Black
Bountiful City Mayor Kendalyn Harris	Commission Staff Carrie Batte
Bountiful City Councilmember Beth Child	

AGENDA ITEM

- 18:00 - 9:00 AM
- #2025-715. A Work Session to Discuss the Initial Design Selection for the Bountiful Branch Library Recommended by the Davis County Library Board - Presented by Joshua Johnson, Director, Library**

[Minute 01:35] A work session was held to discuss remodeling the Bountiful Branch Library. The Library Board recently pivoted from a decision to build an entirely new building to updating the structure of the current location instead. The process for that original selection began shortly after Director Johnson began his position in 2020. Director Johnson introduced Trent Smith from Modern Out West who gave a presentation showing the information which led to the Library Board's pivot [see Attachment A].

[Minute 03:00] When originally deciding to build a new building in 2021, a feasibility study was done on the site of the current branch location by FFKR Architects to assess the existing building and consider a new one. The information from that study has since become outdated. The study presented three options: Option 1, major renovation with complete seismic upgrade; Option 2, demolish the existing building and build new on same site; and Option 3, build on new site. When looking at the pros and cons of each, it was clear the second option was not on the table. The County has \$6,000,000.00 in construction money from a bond, with debt service funded by a 2017 tax increase. Previous work included land swap negotiations with Bountiful City officials. The existing building was built in 1968 and is approximately 24,500 square feet. The building is considered "in good shape," "well-built," and has "intrinsic and inherent value." Cost estimates from 2021 indicated renovation would be about \$1,000,000.00 cheaper than replacement (\$9,000,000.00 vs. \$10,000,000.00 for a 24,000 sq ft building). To stay within an \$8,000,000.00 budget, a new build would likely be smaller, around 18,000 square feet, making it more expensive per square foot than a remodel. Remodeling would allow the Library to retain more space long-term. Maintaining the existing building site also avoids the approximately \$1,000,000.00 valuation loss associated with demolition and site remediation. The current site has mature trees and landscaping from 1968, offering "great topography opportunities." The remodel aims to increase future flexibility and "future-proof" the Library for evolving services over the next 50 years.

Remodeling offers less coordination with other entities and is less dependent on the weather.

[Minute 23:50] A question was asked by Commissioner Crofts about whether the seismic upgrade is required for the refurbishment. It was explained by Trent that this is a voluntary seismic upgrade which will be performed; it is not required unless there is a change of use or modification of more than 10% of the structure. The building will be upgraded to the current code for an existing building (International Existing Building Code - IEBC), effectively putting it on par with newer Library buildings like Clearfield, which are built to the current code minimum (International Building Code - IBC). Most seismic retrofits will be done from the roof down to stiffen the rooftop frame, which is feasible because re-roofing is part of the plan. The goal is to build to a "life safety standard," meaning people have time to exit during a major seismic event. The Bountiful Library will not be built to a "functional recovery" standard (e.g., operational within 24 to 48 hours as an emergency shelter). Most other County buildings, including newer libraries like Clearfield, are also life safety standards. Brett Goodman of BHB Structural, who worked on the feasibility study, identified the gravity and seismic deficiencies, and his recommendations will mostly be implemented as long as they are not cost-prohibitive. Commissioner Crofts asked if the Library is classified as an unreinforced masonry building. It was explained by Trent that the building is lightly reinforced masonry and Modern Out West will confirm that status using ground-penetrating radar. Commissioner Crofts wanted to note that the code minimum may not be sufficient and that the rate of building failures in a seismic event will be higher than commonly believed. Director Rose explained that one reason the County typically builds to a code minimum is the extra cost of redundant systems that need to be put into place, such as back-up generators and utilities. Trent and Director Johnson also talked about other issues the remodel will address, like the dark, low-slung vestibule and the awkward layout. Sewer backup problems will also be resolved by replacing all pipes (likely cast iron that settled) and potentially shifting restrooms closer to Main Street for better sewage flow, as this has been a frequent issue causing library closures. New air distribution and removal of asbestos are also planned. The building currently lacks insulation; options will be explored which may alter the brick aesthetic. The design also includes moving the young adult collection downstairs to a more dedicated space, while adult stacks remain upstairs. With the remodel, there may also be an opportunity to create a children's courtyard. The remodel will also focus on utilizing the current underutilized space. Parking layout is a significant issue and will be reworked. Library services will be affected during the remodel, leading to a "longer downtime."

[Minute 39:00] Director Johnson explained the plans include opening a small temporary location (5,000 to 8,000 sq ft) in the Bountiful area to provide collections, programming (e.g., story times, summer reading), and staff space. This temporary location is estimated to cost around \$500,000.00 over two years. Instead of warehousing the collection, other branches will "weed" their collection to make space for materials from the Bountiful branch for people to browse, reducing warehousing costs while providing access to some materials. The remodel is targeting a start date of January 1st, 2026. The construction is expected to take about one to one and a half years. The next step is to release a Request for Proposal (RFP) for a Construction Management General Contracting (CMGC) to oversee the construction process which is expected to save money over time. Approximately 20 design concepts have been created for both new builds and remodels. Design details will be released once they are stable, to allow for community involvement later in the process.

[Minute 54:36] Trent Smith stated for the record: "We have multiple schemes for each scenario. We narrowed those down and actually solicited four or five general contractors to help us with rough estimate pricing. The good news is that we were all worried there was a huge escalation between four years ago and today; it looks like the numbers are actually holding very well. Our big goal there was in either scheme: We wanted drawings. We wanted actual building design to be considered."

ROLL CALL

Chair Lorene Kamalu
Vice Chair John Crofts
Commissioner Bob Stevenson
County Clerk Brian McKenzie
Acting County Controller Doug Stone
Chief Deputy Civil Attorney Neal Geddes
Attorney's Office Chris Preston

County Assessor Andy Hansen
Human Resources and Risk Director Chris Bone
Chief Deputy Treasurer Phil Conder
Information Systems Director Jeff Hassett
Deputy Clerk Patrick Black
Commission Staff Carrie Batte
Homeowner Skyler Giron

2 9:00 - 9:30 AM
#2025-883. Consideration of a Property Tax Adjustment Application (UCA 59-2-1347) Requesting Adjustment and Reimbursement of Taxes Due to Property Record Errors - recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office

[58:57] The next item was a discussion of whether to approve a Property Tax Adjustment Application. The affected home was purchased in 2021 from the estate of the previous owner who had passed away. The property qualifies for a tax exemption. However, due to an error recording the Warranty Deed on behalf of the estate of the previous owner, the current homeowner was being taxed at the full market value for three and a half years. The current homeowner brought this to the attention of the County and is asking for an adjustment as well as a reimbursement of the \$6,532.67 in excess taxes paid. It was recommended by Assessor Hansen that this application be approved as it is in the best interest of both the County and the homeowner.


VOTING:
Motion to Approve the Abatement: Bob Stevenson. **Second:** John Crofts. All Commissioners present voted aye.

MEETING ADJOURNED
The meeting adjourned at 09:08 AM.

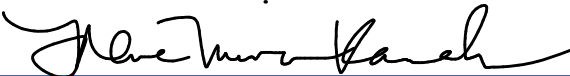
ATTACHMENTS
All publicly distributed materials associated with this meeting are noted as the following attachments:

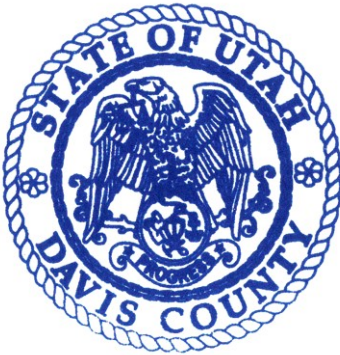
- A. 25 0623 Davis Co Library Board Presentation

Minutes Prepared by:
Patrick Black
Deputy Clerk


Brian McKenzie (Aug 19, 2025 11:07:10 MDT)
Brian McKenzie
Davis County Clerk

Minutes Approved on:
08/19/2025


Lorene Miner Kamalu (Aug 19, 2025 11:03:32 MDT)
Lorene Miner Kamalu
Commission Chair



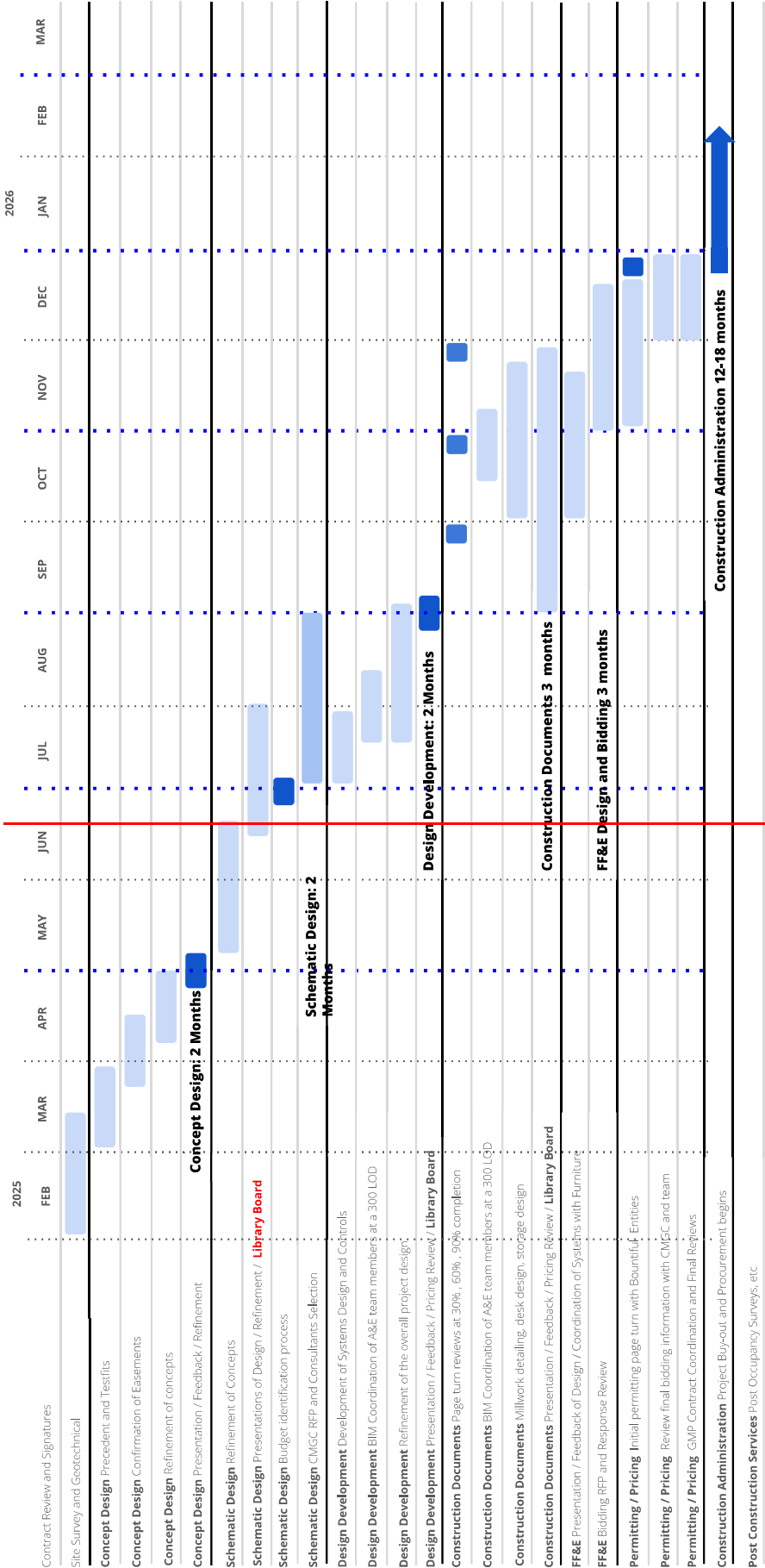


Davis County Bountiful Library

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The mission of the Davis County Library is to improve and enrich the lives of our users through information, education and recreation

Overall Timeline



Davis County Library Tours

February 7, 2025



North Branch
Clearfield, Utah



Layton Branch
Layton, Utah



Kaysville Branch
Kaysville, Utah



South Branch
Bountiful, Utah

Programming and Finish Considerations

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	FURNITURE						FLOOR		WALLS			CEILING			DOOR FRAME AND HARDWARE						PLUMBING				COMMENTS									
	Area SF	Chair - Guest	Chair - Lounge	Table - Conference	Table - Dining	Table - Round	Specialty	Carpet - Modular	Carpet - WalkOff	Tile - Porcelain	Tile - Luxury Vinyl	Concrete	Gypsum, Painted	Feature / Accent	Glazing	Tile - Porcelain	FRP	Gypsum, Painted	Feature / Accent	Exposed to Structure	Aluminum Storefront	Framed Opening	Automatic Sliding	Occupancy Function		Office Function	Storeroom Function	Card Reader	Exit / Panic Devices	Sink - Handwash	Water Fountain	Toilet	Urinal	Sink - Mop or Utility
Entrances	Vestibule	100																																Community Bulletin Board
	Foyer ¹	100	2																														Electronic Sign (TV Flat ¹), Plaque	
	RR - Men	200																															Thru Color Phenolic Partitions, Large Format Tile, Baby Changing	
	RR - Women	200																															Thru Color Phenolic, Large Format Tile, Baby Changing	
	Utility / Janitor	100																															Snow Shovel / Salt storage	
Multi-Purpose	Multi Purpose	2,000	200																														Projection, Ext Exit / Entry, Electronic Sign Board outside	
	Storage - Piano	100																															+Wood Panels throughout*	
	Storage - Other	200																																
	Storage - AV	50																																
	RR - Men	200																																
RR - Woman	RR - Woman	200																																
	Circulation Desk	200	3																															
	Reference Desk	100	2	2																														
	Signup Desk / Consult	50	2	1																														
	Tech / Copier / Printing / Making	100	1	1																														
Staff Areas	Sorting / Printer workstation	100	1	1																														
	Staff Office - Shared	250	2	2																														
	Breakroom	200	6	2																														
	WorkRoom / Book Carts	100	2																															
	WorkRoom / Deliveries	100																																
Staff Rooms	Holds / Drop Off	200	1	1																														
	Staff Wellness (Screening)	100	1	1																														
	Staff RR	100	1	1																														
	Stacks and 1 OPAC	2,000	200	6																														
	Focus Rooms / Pods	500	12	12																														
Adult	Conference Large	500	20	1																														
	Conference Medium	300	12	1																														
	Conference Small	200	8	1																														
	Computer Stations	250	12	12																														
	Stacks and 1 OPAC	1,000	4																															
Young Adult	Recording / Mixing	100	2	1																														
	Focus Rooms / Pods	100	3																															
	Lounge / Gaming	250																																
	Stacks and 1 OPAC	1,500																																
	Children Desk	100	1																															
Children	StoryTime Area	500	20																															
	Storage - Chair and Table Storage	200																																
	Storage - Art / Supplies	200																																
	RR - Family	100																																
	RR - Family	100																																
Mechanical / Electrical	Mechanical / Electrical	2500	1																															
	IT / Electrical Closet	100																																
Sub Total • 15% Circ		17537.5																																

Review of Land Swap: Areas

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Review of Land Swap: Geotechnical

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Codes and Regulations: The property is zoned RM 19: Multi-family Residential. A library is a conditional use. Regulations for this zone are found in the Bountiful City Land Use Code Chapter 3, a copy of which is included with this proposal. Bountiful does not have veneer or building material requirements, but information regarding setbacks and height are included below. Please refer to the Land Use Code for complete details.

14-5-105 YARD AND SETBACK REQUIREMENTS

The following minimum yard requirements shall apply in the (RM) Zone, except for single family dwellings which shall meet the setback requirements for the (R-4) Subzone:

A. The minimum setback along any public street at any point shall be twenty-five (25) feet. No dwellings, parking spaces or other site elements other than sidewalks, landscaping and approved driveways may be allowed in the front setback.

B. The minimum interior side yard setback shall be ten (10) feet or one-half (½) the height of the adjacent structure, whichever is greater.

C. The minimum side building separation shall be ten (10) feet or two-thirds (2/3) the height of the tallest adjacent structure, whichever is greater.

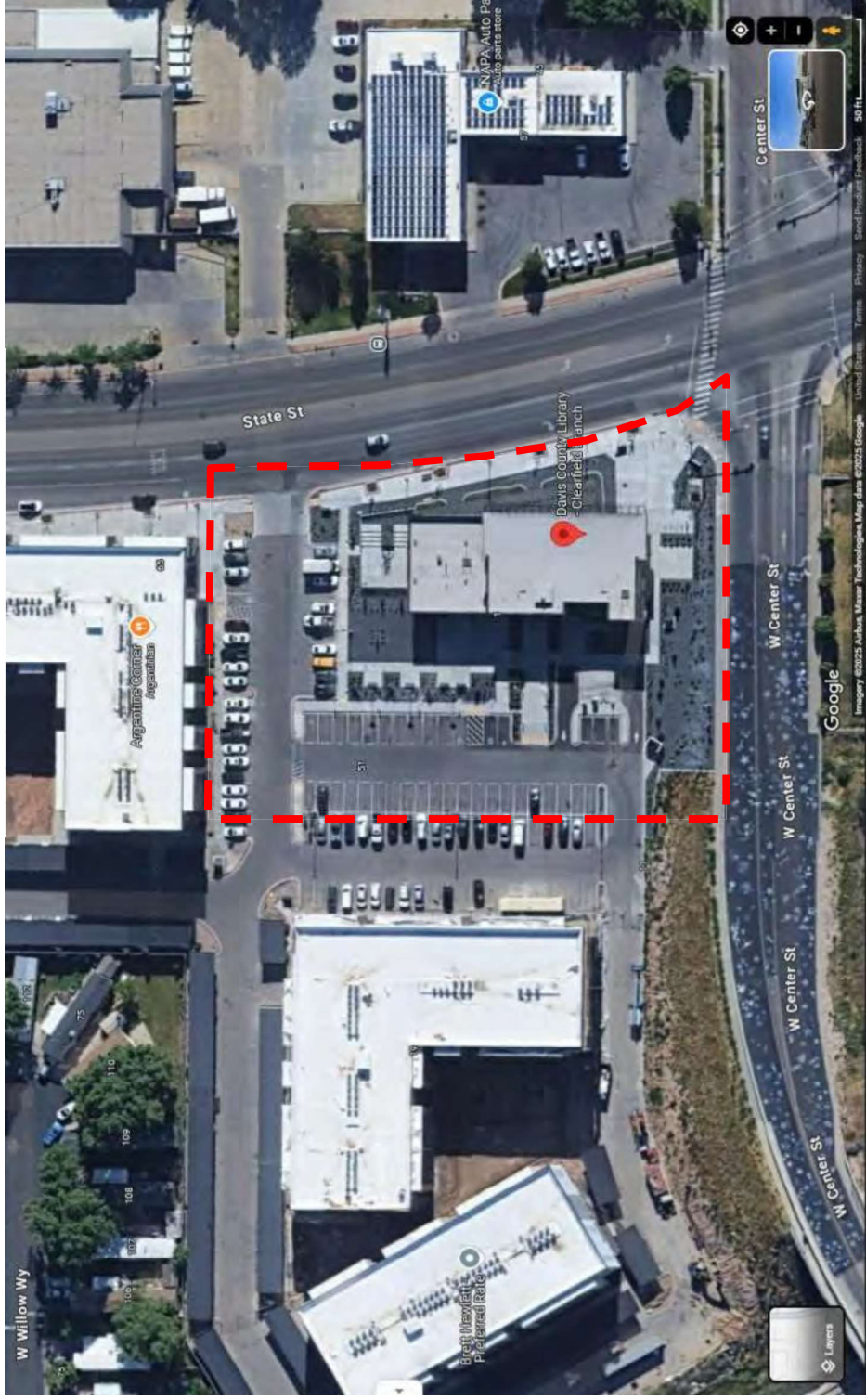
D. The minimum separation between the rear of a building and a property line shall be twenty (20) feet. The rear of a building shall be any side opposite a primary entrance. The minimum separation between the rear of a building and any portion of another building shall be thirty (30) feet.

F. The minimum separation between the front of a building and a property line shall be twenty-five (25) feet. The front of a building shall be any side with a primary entrance.

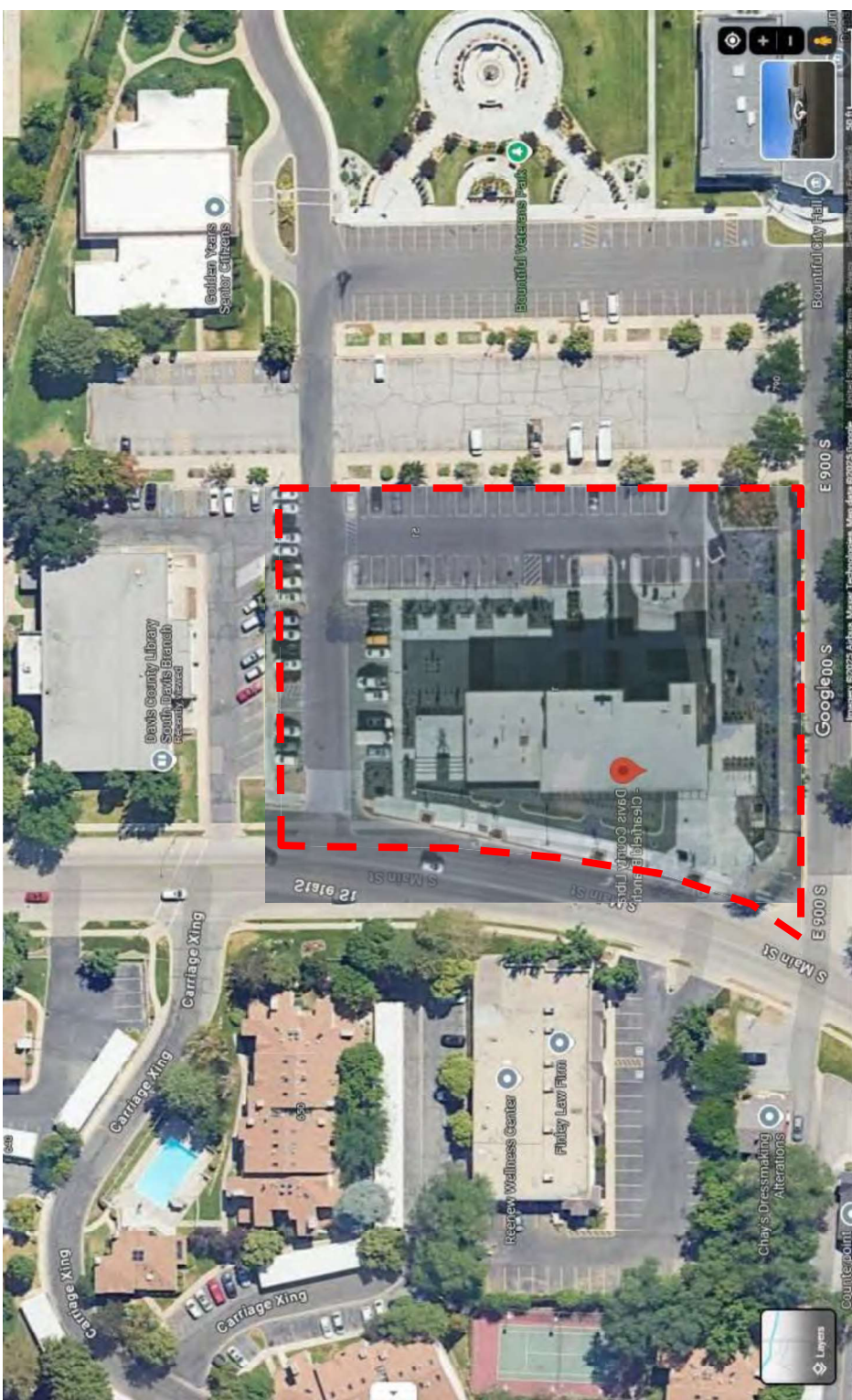
14-5-107 BUILDING HEIGHT

No building or structure in the (R) Zone shall exceed thirty-five (35) feet in height as measured at the average grade. Chimneys, flagpoles, church towers and similar accessory elements not used for human occupancy are excluded in determining height; however, the City may limit the height of any protrusion that is found by the City Council to be a public nuisance.

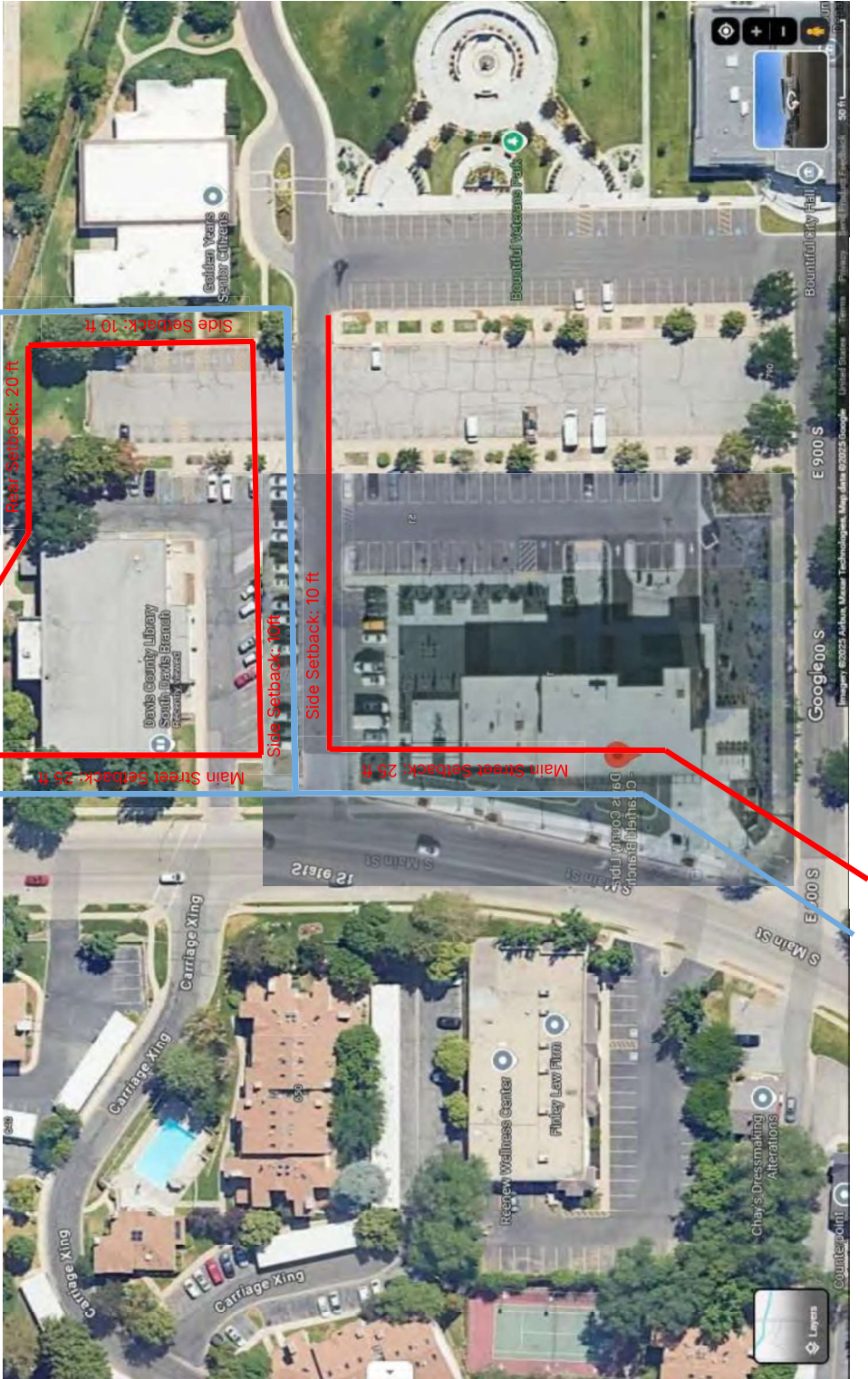
Clearfield Review



Site Sizing Review



Site Sizing Review

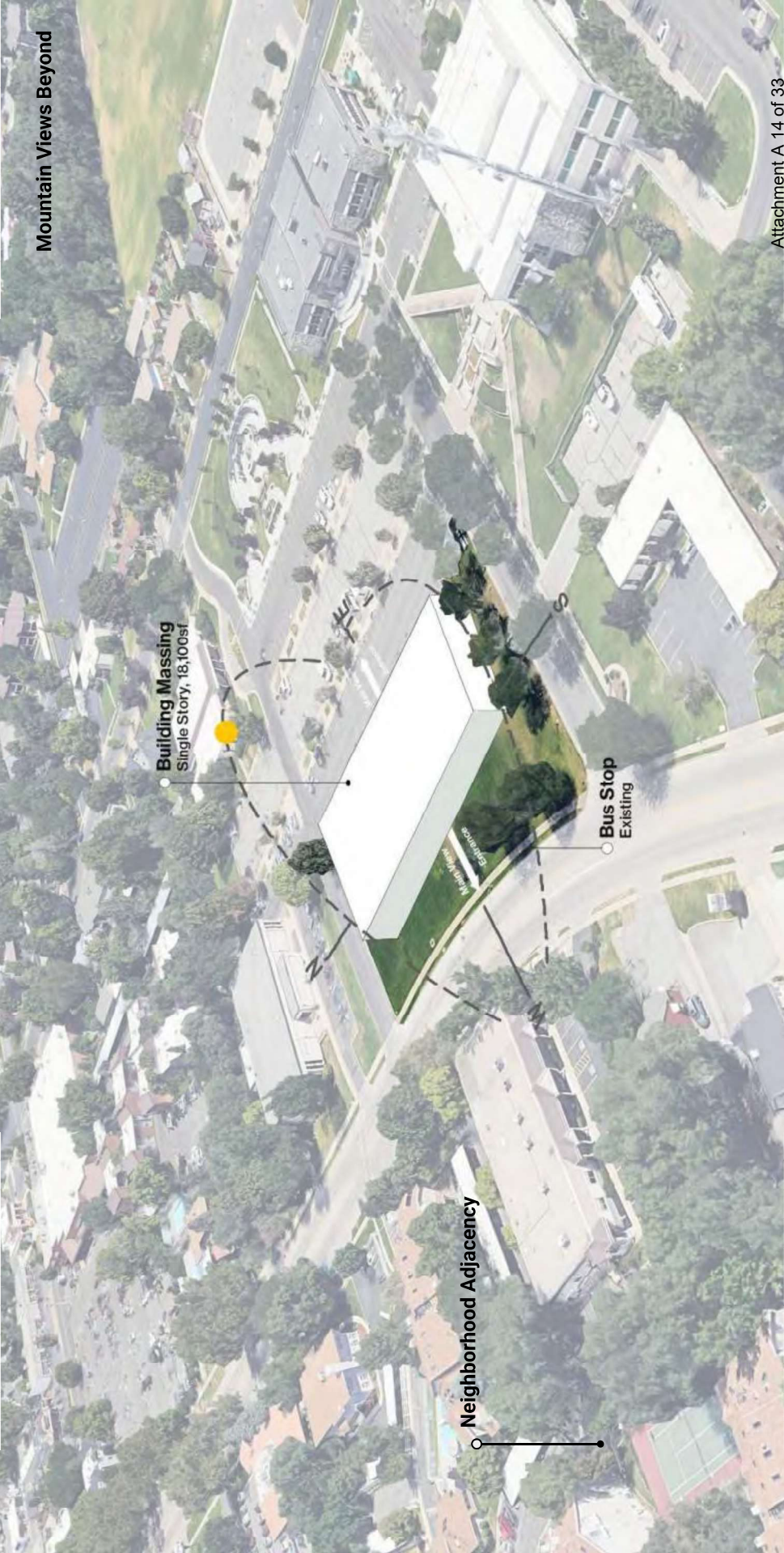


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Architectural Massing and Site

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Precedents: Public Interface



Woolston Community Library
Christchurch, New Zealand



Atherton Library + Town Center
Atherton, California



Olivier Leonhardt Media Library
Sainte-Genevieve-des-Bois,
France

Precedents: Drive Through Service

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**Greenville County Library,
Five Forks Branch**
Simpsonville, South Carolina



Lenexa Public Library
Lenexa, Kansas



Geneva Public Library
Geneva, Illinois



Crystal Lake Public Library
Crystal, Illinois

Precedents: Reference / Circulation Desk Design



Demco modular library systems
<https://www.demco.com/>



Montclair University Library
Montclair, Texas



Cooperman Library
Manhattan, New York

Precedents: Reference / Circulation Desk Adjacencies



Carbondale Branch Library

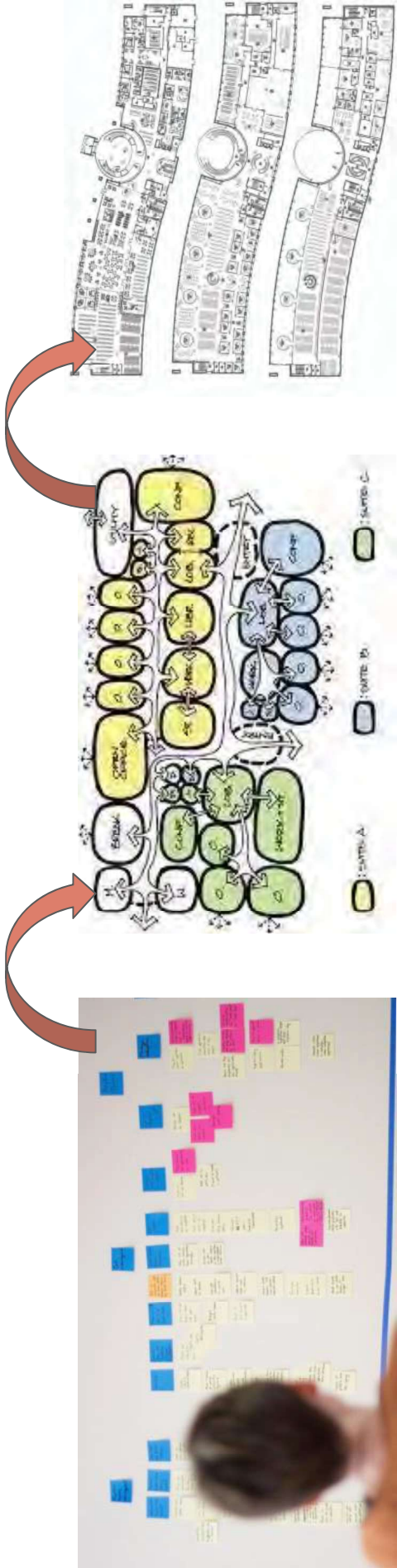


East Liberty Branch Library



Tate Library

Interiors Focused Team: User Stories



Patron Experience Storyboard

The team is currently working through 8 patron experiences via storyboards to visualize the ideal experience. The stories identify the patron experience from the building's entrance to their exit. As we build the story, we discuss opportunities and enhancements of the patron's experience.. These stories will translate into program diagrams and ultimately testfits.

Interiors Focused Team: User Stories

Story time Patron:
Child and
Guardian

- Enter the building, look both ways before crossing the foyer'
- Ask the Circulation Desk upon entry OR see physical signage
- Go to the designated area
Identified: Adjacency between story time and multi-purpose room needed
- Story time ends and rush of people in all directions;
Asked to leave auditorium but kids area they can stay and hang out
- Kid wants a book
- Kid picks up book
- Check out items at Main Circulation to (adjacency) - rush at this time
- Self checkout - at Circulation Desk
(Constantly having to support user error/issues)

Story time
Patron: Staff

- No card - consultation area to sign up
- Under age - librarian hold the book until a guardian can come; The book is moved to holds area; HOLDS - back workroom

Return to circulation to inquire about hold and check out

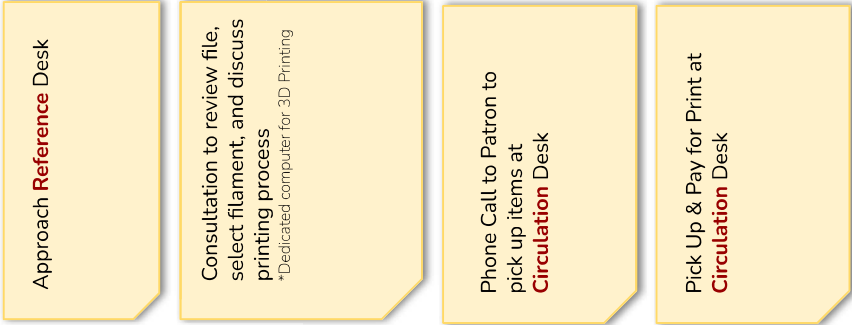
- Staff Entry into Building
- Previous evening staff sets out items and chairs, tables, storytime mats, easel for signs, etc.
- Sometimes craft afterwards
- All materials coming from same storage closet - Possible adjacency with chairs table storage with crafts, props, puppets; Materials can be used for other children's programs
- If librarian, answers questions and assist with members
- Clean up - TRASH & Lost and Found
- Stays in area end of evening dumped in larger bin; Back storage area across from holds; Circulation check with desk for items
- Staff returns to their other duties
- Circulation staff, help with setup, cleanup, and help with rush (checkouts/holds/sign ups)
- NOTE *Auditorium and children's area can be used for children's programs outside story time

Interiors Focused Team: User Stories

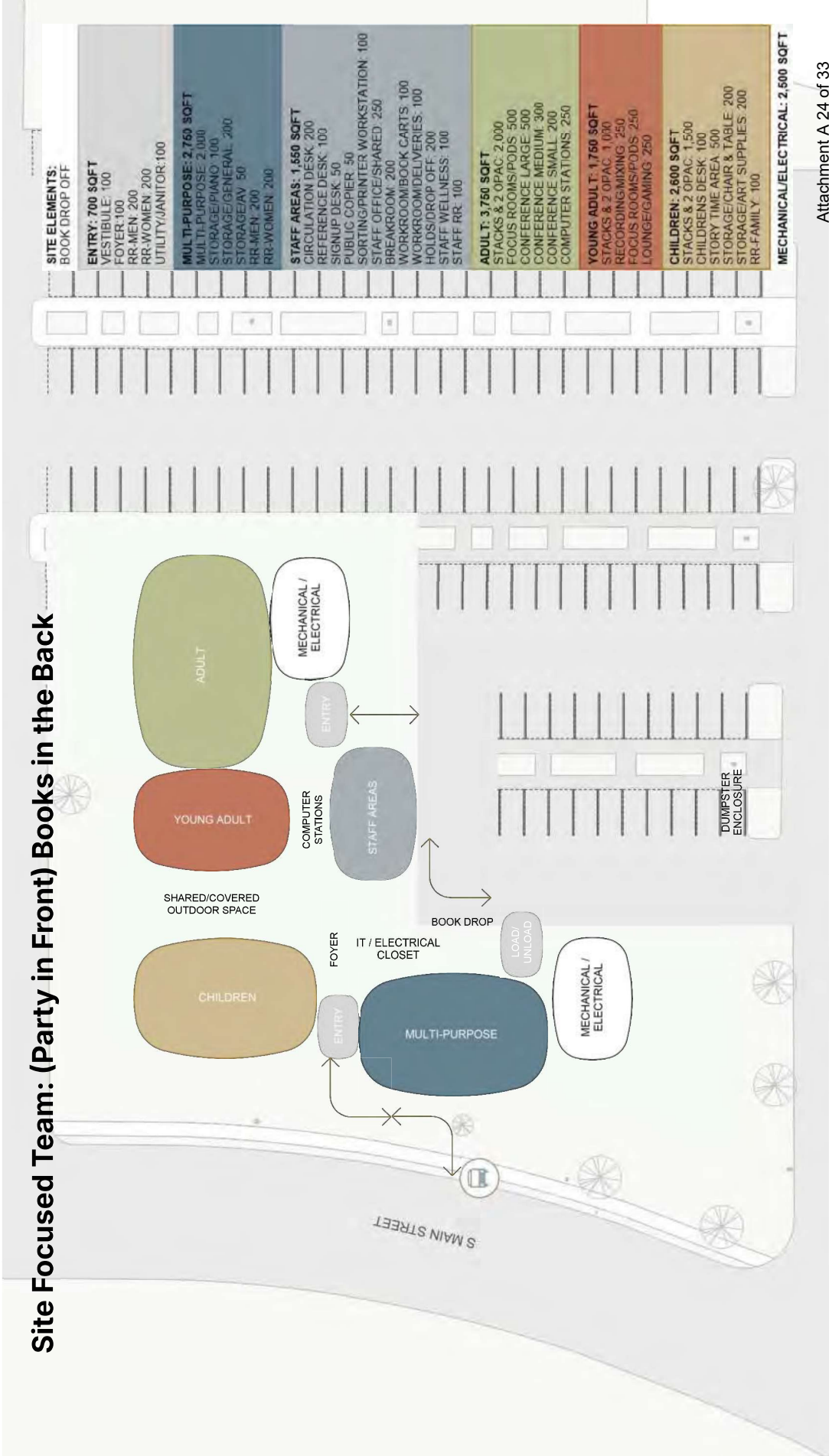
Tech Patron:
Computer User



Tech Patron:
Lab/3D Printing



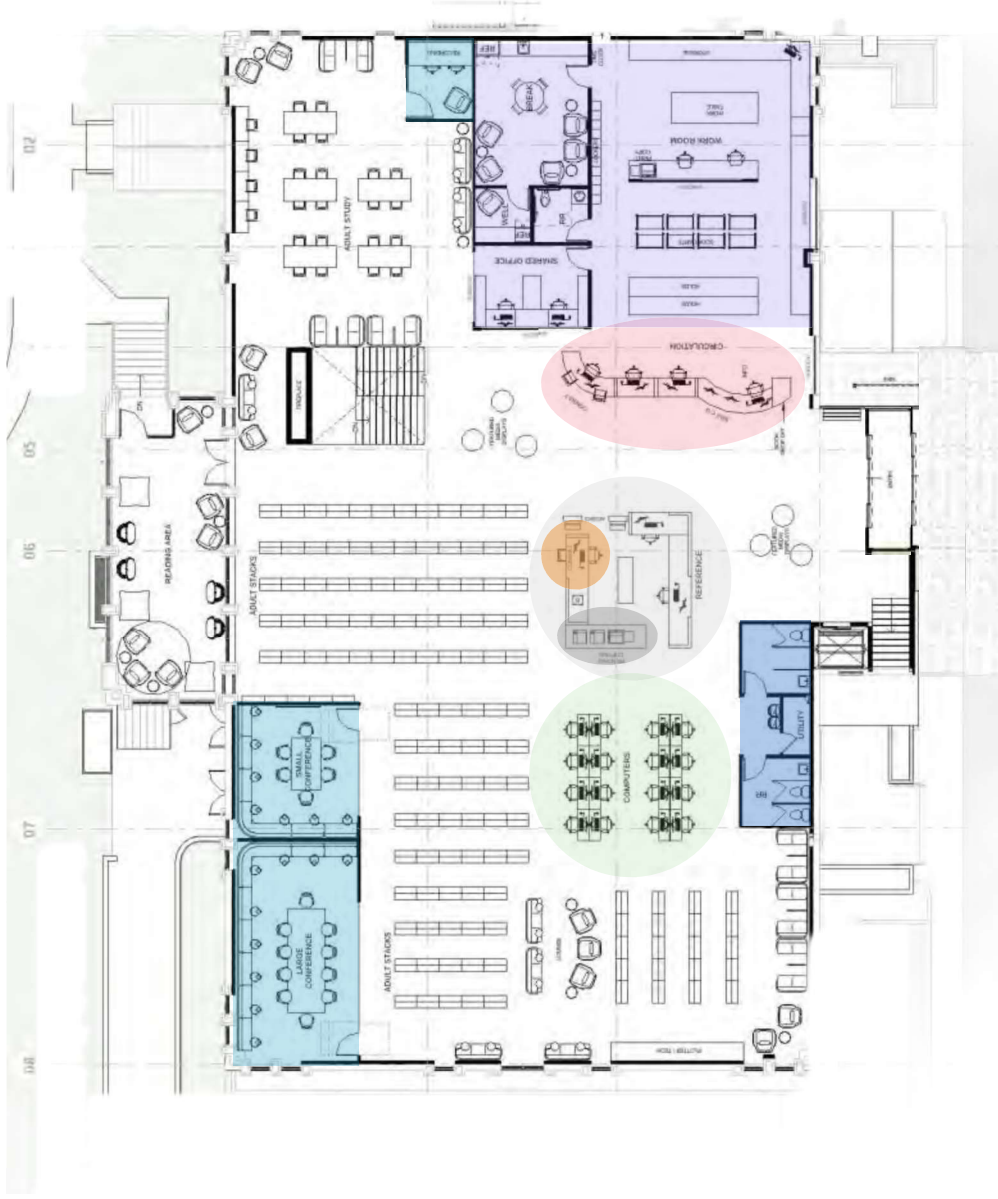
Site Focused Team: (Party in Front) Books in the Back



Interiors Team: Rework Parking / Drive Thru

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Circulation

Reference

Consultation

Computers

Printing

Meeting Room

Staff Area

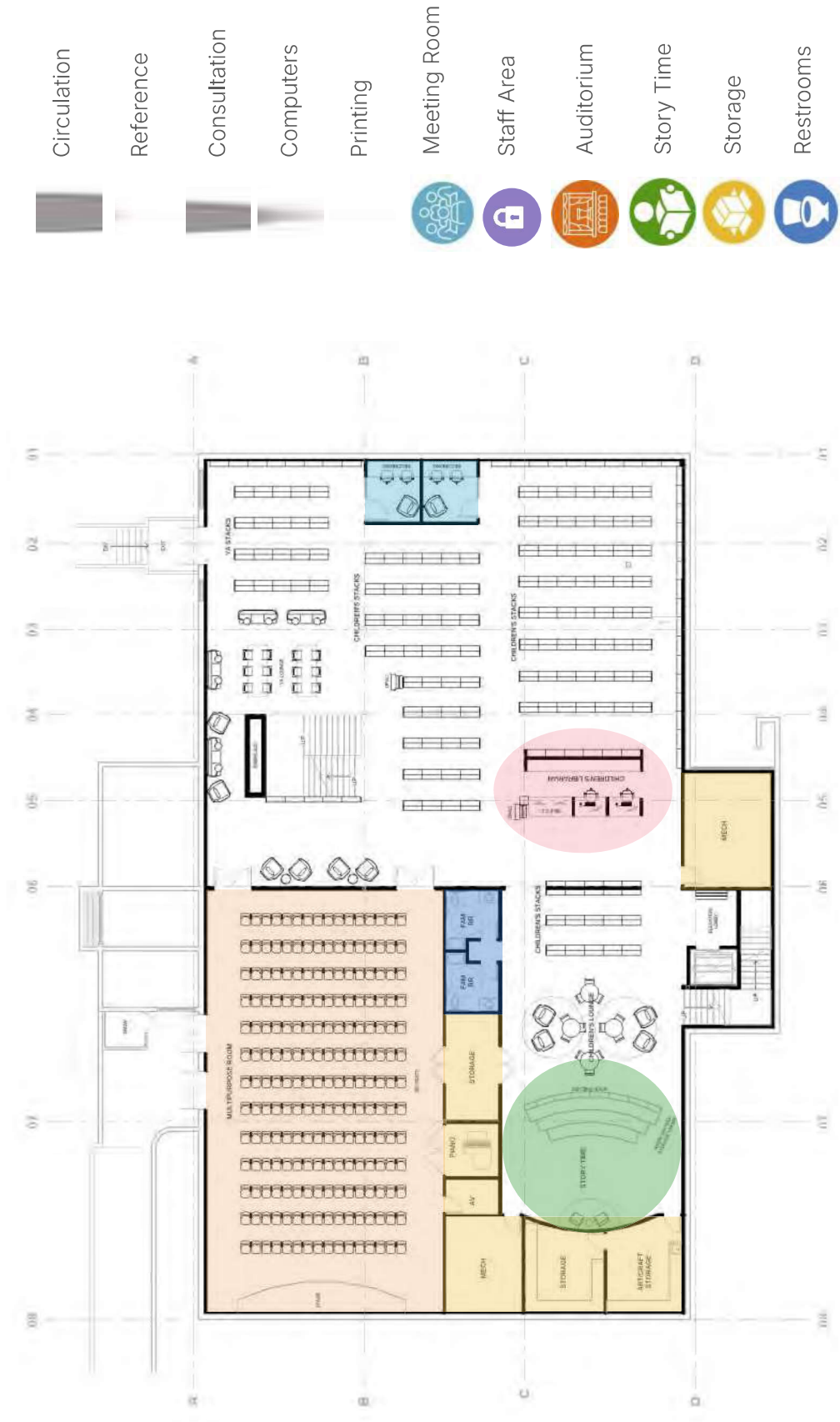
Auditorium

Story Time

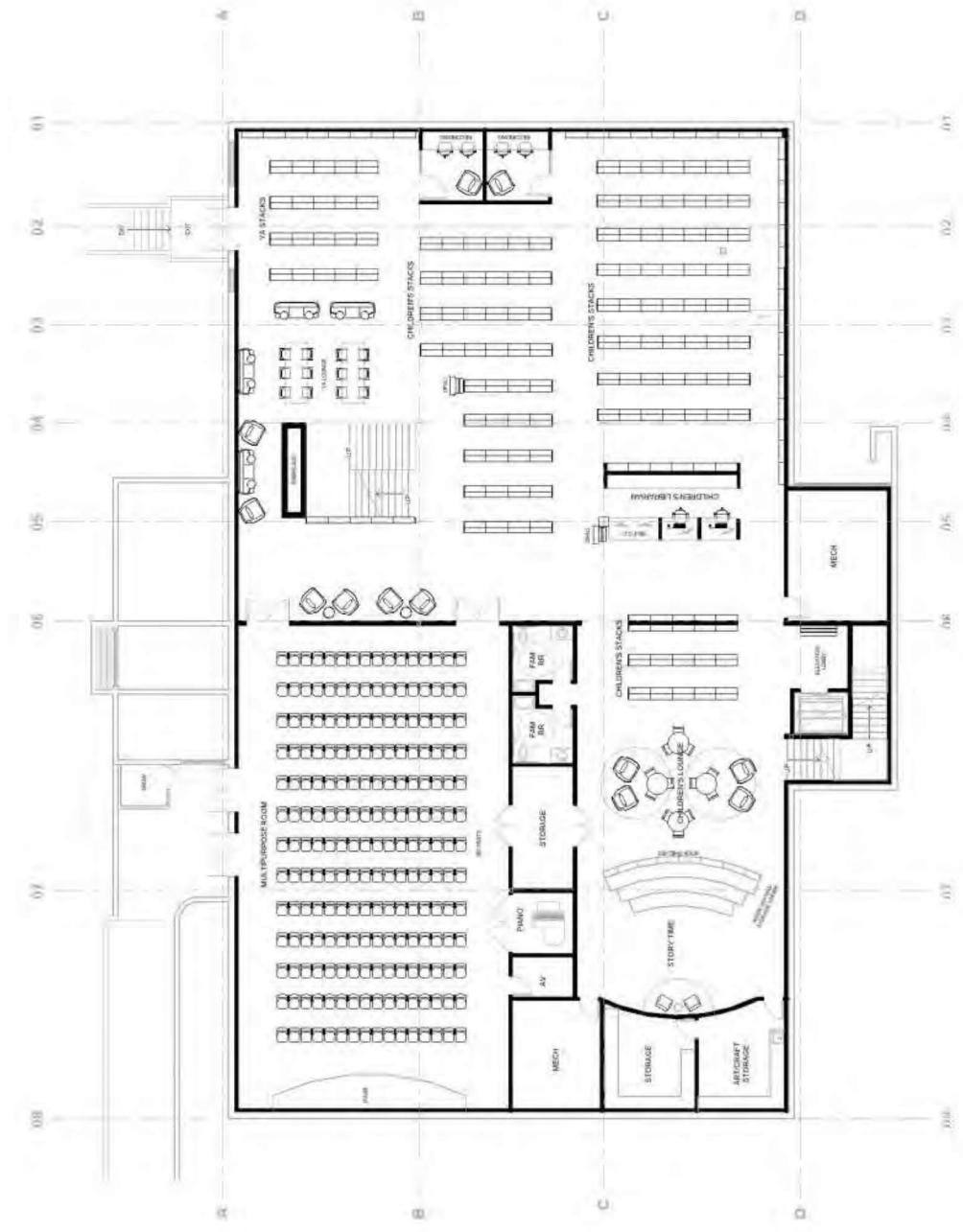
Storage

Restrooms

Attachment A 26 of 33

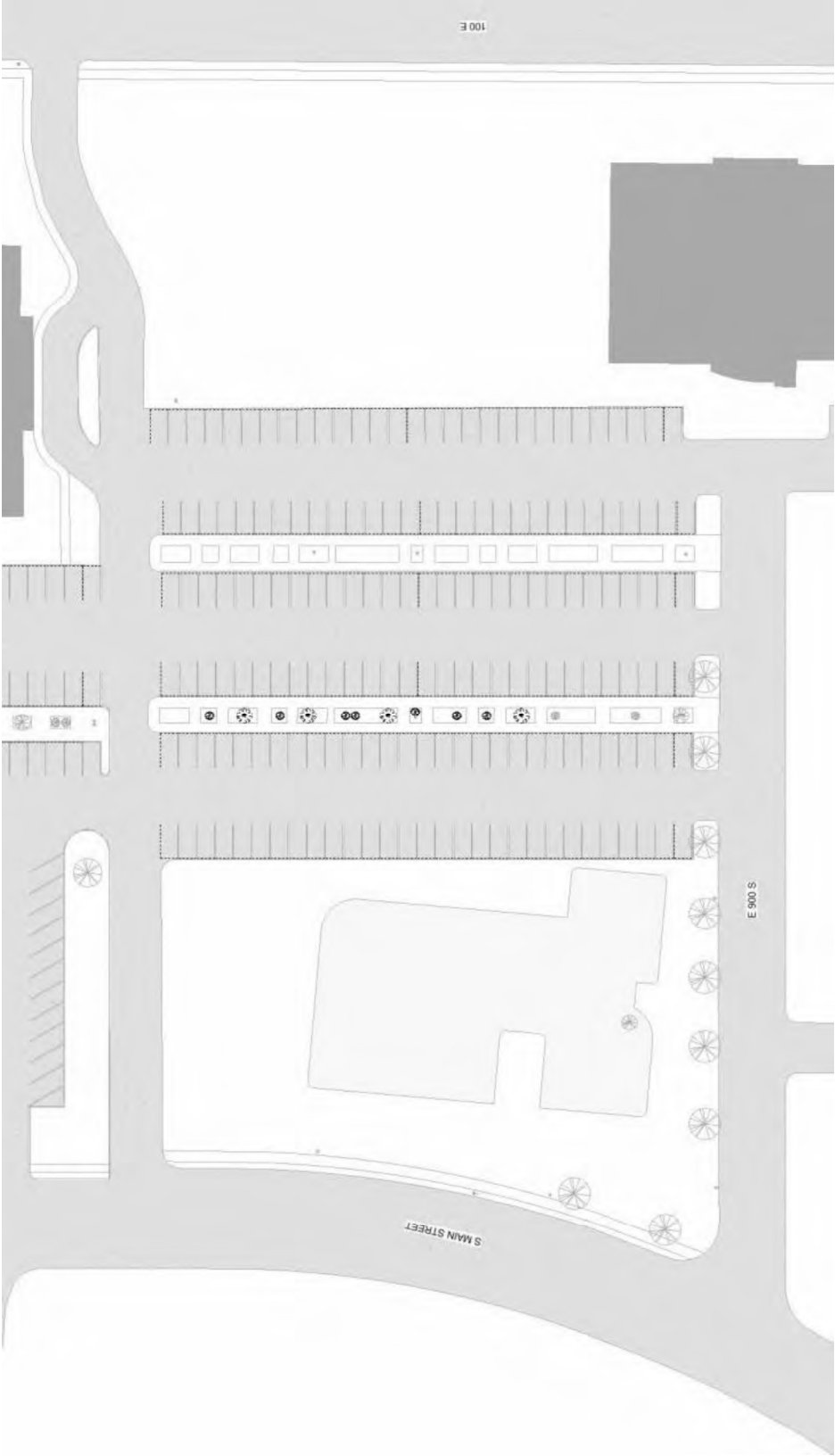


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RENOVATION: Basement Level



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RENOVATION: Basement Level



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new site site plan



- Circulation
- Reference
- Consultation
- Computers
- Printing
- Meeting Room
- Staff Area
- Auditorium
- Story Time
- Storage
- Restrooms



modern **new site** floor plan & precedents
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Pros / Cons of Each Design Direction



Old Building Old Site	New Building New Site	New Building Old Site
<div>Pros:</div> <div><div>1. More space, larger building (future flexibility)</div><div>2. Decentralized testing of a 2nd location during remodel</div><div>3. Less Coordination with Other Entities</div><div>4. Retain sentimental community value</div><div>5. More sustainable</div><div>6. Possibly cheaper</div><div>7. Existing building value retained (\$1M)</div><div>8. Mature landscaped lot (beauty)</div><div>9. One AWESOME BOOK SALE</div></div> <div>Cons:</div> <div><div>1. More operating expenses</div><div>2. More staffing, 2 floors</div><div>3. Rental costs during remodel</div><div>4. Longer service downtime (1-1.5yrs)</div><div>5. Remodel is more complicated</div><div>6. Small TI for rental facility</div><div>7. Move twice, potential damage</div><div>8. Books moving twice compilation (offloading)</div><div>9. Unknown costs / dicey remodel</div><div>10. Less traffic / use in basement</div><div>11. What happens to the staff?</div></div>	<div>Pros:</div> <div><div>1. Less operating expense long-term</div><div>2. 1 floor, less staffing required</div><div>3. Service downtime is less</div><div>4. Flat open site, less complicated</div><div>5. Easy access to multi-purpose room</div><div>6. Less disruption overall</div></div> <div>Cons:</div> <div><div>1. Less building, smaller building</div><div>2. Community perception of 'less' (smaller)</div><div>3. Site is more complicated if shared</div><div>4. More entities sharing site (Health)</div><div>5. Community size-shock on smaller facility</div><div>6. Loss of the existing building's value (\$1M Building and \$1M Land)</div><div>7. Less potential for flexibility for future contracts</div><div>8. All new service connections and</div><div>9. No historic (sentimental) characteristics</div><div>10. Demolition of existing library costs</div></div>	<div>Pros:</div> <div><div>1. Less Coordination with Other Entities</div><div>2. Less operating expense long-term</div><div>3. 1 floor, less staffing required</div><div>4. Fewer entities sharing site (Health)</div></div> <div>Cons:</div> <div><div>1. Less building, smaller building</div><div>2. Longer service downtime (1.5yrs)</div><div>3. Small TI for rental facility</div><div>4. Move twice, potential damage</div><div>5. Community size-shock on smaller facility</div><div>6. Not a flat site, more complicated site</div><div>7. Remediation of old building prior to const.</div><div>8. Longest process</div><div>9. Demolition of existing library costs</div></div>