



PUBLIC NOTICE IS HEREBY GIVEN THAT THE
BOARD OF COMMISSIONERS OF UTAH COUNTY, UTAH
WILL HOLD A WORK SESSION
51 S UNIVERSITY AVE STE 319 PROVO, UT 84601
October 14, 2025 - 10:00 AM

When necessary, board members may participate electronically with the anchor location as stated above.

Next two upcoming Commission meeting dates: Tuesday, October 21, 2025 at 10:00 a.m. and Tuesday, October 23, 2025 at 10:00 a.m.

WORK SESSION

1. WORK SESSION REGARDING THE 2026 UTAH COUNTY BUDGET FOR THE GENERAL FUND AND OTHER BUDGETARY FUNDS OF UTAH COUNTY, UTAH.

-Ezra Nair, Commission

In attendance: Commissioner Gordon (Chair), Commissioner Beltran, Commissioner Powers Gardner

Others in attendance: See attached sign-in sheet.

(Meeting called to order: 10:05 am)

(Timestamp: 3:00)

TTAB (TOURISM TAX ADVISORY BOARD) COMMISSIONER BELTRAN REVIEWED THE BUDGET AND REQUESTS, POSSIBILITY OF RUNNING OUT OF MONEY IN 2028.

(Timestamp: 14:50)

ASSESSOR, BURT GARFIELD *(Utah County Assessor)*, **THERON CASE** *(Chief Deputy Assessor)* REVIEWED THEIR DEPARTMENT REQUESTS AND CORRELATED THE LIST WITH STATE MANDATES. TALKED ABOUT NEW EMPLOYEES AND THEY ARE CURRENTLY ACTIVELY RECRUITING. THEY ARE ASKING FOR AN 8% INCREASE IN THE ASSESSOR BUDGET. DISCUSSION WITH ALL COMMISSIONERS, GINA TANNER AND CINDY ROE *(Budget Analyst)*.

(Timestamp: 33:53)

COMMUNITY DEVELOPMENT, BRYCE ARMSTRONG *(Director)*, **MARIE PATTEN** *(Office Coordinator)*, **KIRK BERTELSEN** *(Fire Marshal)* **BRIEF SUMMARY ON REQUESTS, BUILDING OFFICIAL WILL RETIRE NEXT YEAR, REVENUES ARE ROBUST.**

BREAK AT 10:45AM

(Timestamp: 42:19)

ATTORNEY, JEFF GRAY *(Utah County Attorney)*, **CHRIS BUCKLEY** *(Victim/Witness Coordinators Section Director)*, **STEVE ADAMS** *(Bureau Chief – Investigations)*, **BROOKE BISHOP** *(Legal Systems Administrator)* **REPORT ON REQUEST BY JEFF GRAY. CHRIS BUCKLEY SPOKE ABOUT THE ROLL OF THE VICTIM COORDINATORS AND THE NEED FOR TWO MORE COORDINATORS. SPOKE ABOUT THE ROBINSON CASE AND THE ADDED BURDEN. STEVE ADAMS REPORTED THAT OUR CURRENT UTAH COUNTY DIGITAL FORENSIC EXAMINER IS THE MOST EXPERIENCED IN THE STATE. HE WILL RETIRE IN 3-5 YEARS; THERE IS A NEED TO HAVE OTHERS TRAINED TO REPLACE HIM.**

(Timestamp: 1:10:00)

HEALTH DEPARTMENT, ERIC EDWARDS *(Executive Director)*, **JACKIE KARSIES** *(Business Manager)*, **TYLER PLEWE** *(Deputy Director)* **ERIC EDWARDS REVIEWED BUDGET REQUESTS, TRUCK FOR MOSQUITO ABATEMENT, CHEMICALS & TIME-LIMITED STAFF, IT SECURITY, DISCUSSED UNDERBILLING IN ENVIRONMENTAL HEALTH,**

(Timestamp: 1:26:44)

RECORDER DEPARTMENT, ANDREA ALLEN *(Utah County Recorder)*, **LISA NIELSON** *(Coordinating Manager)*, **LISA ALLSUP** *(Coordinating Manager)*, **JASON THURLOW** *(Associate County Recorder)* **THE RECORDER'S OFFICE HAS NO NEW REQUESTS FOR 2026. DISCUSSION WITH PAUL JONES, COMMISSIONERS, AND ANDREA ALLEN ON USING THE FUND BALANCE FROM THE RECORDER'S OFFICE TO SUBSIDIZE OTHER PROGRAMS. EXPLANATION ON HOW THE FUND BECAME SO LARGE. DISCUSSION ON FAULTY, OLDER VALIDATOR FOR RECORDING. ANDREA IS CONCERNED ABOUT NOT BEING PART OF THE NEW RECORDS CENTER BUILDING. DISCUSSION ON SARATOGA SPRINGS BUILDING.**

COMMISSIONER BELTRAN: MOTION TO ADJOURN
COMMISSIONER POWERS GARDNER: SECOND
ALL IN FAVOR: AYE
PASSED: 3/0

(Meeting adjourned: 12:15pm)

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS - In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Jolynn Clegg at 801-851-8113. Handicap parking is available as well as a level entrance to the building. Interpretation services are available with prior notice for the hearing disabled.

BOARD OF COMMISSIONERS FOR UTAH COUNTY
PUBLIC MEETING ATTENDANCE SHEET
October 14, 2025 – 10:00 a.m.

PRINT CLEARLY

Name:	Agency:
Aileen Conder	Commission
Brian Wikle	Auditor
Cindy Roe	Auditor
Paul Jones	Attorney
Ezra Nair	Commissioner
Gina Tanner	Auditor
Chris Martin	Auditor
Skyler Beltran	Commissioner
Brandon Gordon	Commissioner
Amelia Powers Gardner	Commissioner
Burt Garfield	Assessor
Theron Case	Assessor's office
Camille Winn	Assessor's office
Bryce Armstrong	Community Dev
Marie Patten	"
Kirk Bertelsen	"
Jeff Gray	Attorney
Chris Buckley	Attorney, rictiny/witness Coordinator

Steve Adams	Attorney, Investigations
Brooke Bishop	Attorney
Eric Edwards (online)	Health Dept.
Jackie Karsies	Health Dept.
Tyler Plewe	Health Dept.
Andrea Allen	Recorder
Lisa Nielson	Recorder's Office
Lisa Allsup	Recorder's Office
Jason Thurlow	Recorder's Office

Minutes approved at the November 12, 2025 Board of Commissioners of Utah County, Utah public meeting.

Signed by:



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Brandon B. Gordon
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BRANDON B. GORDON, Chair

ATTEST:
AARON R. DAVIDSON
Utah County Clerk

Signed by:
Jolynn Clegg
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By: _____
Deputy