BOARD OF DAVIS COUNTY COMMISSIONERS MINUTES

Board of Davis County Commissioners - Regular Meeting Minutes
Tuesday, November 25, 2025

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on November 25, 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.

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.

PRESENT

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

PLEDGE OF ALLEGIANCE

The meeting convened at 10:01 AM and Commissioner Kamalu led the Pledge of Allegiance.

PUBLIC COMMENTS

Drew Chamberlain, of Layton City, played a song from his phone that he wrote advocating for no tax increase.

RECOGNITION, PRESENTATION, AND INFORMATIONAL ITEMS

1 **#2025-1234. Notice of Precinct Boundary Adjustments for the Clinton 6 and West Point 2 Voting Precincts as a Result of Annexations** - *recommended by Brian McKenzie, Clerk, Clerk's Office*

Recent legislation allows the County Clerk to make minor boundary adjustments to voting precincts if they result from adjustments by another political subdivision, and notice was provided to the Commission as mandated under State statute.

APPROVAL OF MEETING MINUTES

2 **#2025-1223. Approval of the Work Session Meeting Minutes for November 4, 2025** - *recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office*

3 **#2025-1254. Approval of the Regular Commission Meeting Minutes for November 4, 2025** - *recommended by Lorene Kamalu, Davis County Commission Chair*

VOTING:
Motion to Approve Item 3: Lorene Kamalu. Second: John Crofts. All present voted aye.

BUSINESS/ACTION

CLERK'S OFFICE

4 **ORD #2025-8. Approval of an Ordinance Amending Title 2, Chapter 48, Subsections 040 and 130: Fees of the Davis County Clerk's Office and Fees of the Davis County Recorder's Office, of the Davis County Code** - *recommended by Brian McKenzie, Clerk, Clerk's Office and Dakota Wurth, Chief Deputy, Recorder's Office*

Financial Information: N/A

Terms:

- Beginning Date: This ordinance shall take effect on the earliest date possible after Davis County fulfills the provisions of Section 17-53-208 (2020) of the Utah Code.
- Ending Date: N/A

Clerk McKenzie proposed a $5.00 increase to the marriage license fee and eliminating the standard marriage license copy, since most couples prefer a certified copy. A fee is added for a marriage ceremony to accommodate the one to three staff members often involved. An increase of $5.00 will be added to the passport photo fee. Fees for voter files are being adjusted to reflect amounts set by the State of Utah. Overall, these adjustments are anticipated to increase revenue for the Clerk's Office by approximately $50,000.00 next year.

Chief Deputy Director Wurth explained that changes were being implemented to improve cost recovery metrics, as the last fee adjustment occurred in 2015. Proposed changes include a dollar increase to the cost of copies, scaled based on size. Two new fees were added: one for copies of older documents stored in the vault, which degrade faster, and another for a preliminary plat submittal review. The review is needed because cadastral mappers spend significant time guiding people to ensure plats meet requirements set by State code.

VOTING:
Motion to Approve Item 4: John Crofts. Second: Lorene Kamalu. All present voted aye.

5 **ORD #2025-9. Approval of an Ordinance Amending Title 2, Chapter 72, Subsections 010, 020, 030, 040, and 050: Campaign Financial Disclosure Requirements, of the Davis County Code** - *recommended by Brian McKenzie, Clerk, Clerk's Office*

Financial Information: N/A

Terms:

- Beginning Date: This ordinance shall take effect on the earliest date possible after Davis County fulfills the provisions of Section 17-53-208 (2020) of the Utah Code.
- Ending Date: N/A

The proposed amendments to the campaign financial disclosure included three primary parts:

1. Requiring a financial report following a political party convention to increase transparency.
2. Incorporating new statutory language that requires financial report requirements when a candidate is filling a vacancy.
3. A recommendation not to remove the term "office holder" from the ordinance, as doing so would inadvertently remove the final financial disclosure report requirement for an office holder ending their term.

Clerk McKenzie reported that a general cleanup of the Ordinance language is also included in the proposed amendment. Commissioner Crofts raised concerns about the Ordinance, questioning whether the County could simplify matters by adopting an ordinance that merely mirrors the state's requirements. Clerk McKenzie stated that State statute requires the County to establish an Ordinance that reflects the State's minimums but allows for additional elements. Clerk McKenzie confirmed it is common practice for Counties to add reporting requirements beyond the state minimum. Commissioner Crofts expressed discomfort with requirements exceeding the state minimum and proposed the Commission table the item.

Commissioner Stevenson said he didn't feel the need to table the item and that he felt comfortable with the changes being made to the Ordinance the County already has in place. Commissioner Kamalu emphasized that time was of the essence and that the amendments, especially the post-convention report, enhance transparency. Commissioner Crofts said that while he is not strongly opposed to the County having additional reporting requirements, he would still feel more comfortable if the County's Ordinance directly reflected the State's.

VOTING:
Motion to Approve Item 5: Bob Stevenson. Second: Lorene Kamalu. Aye: Lorene Kamalu, Bob Stevenson. No: John Crofts. Motion Passed.

COMMISSIONERS' OFFICE

6 **#2025-1247. Consideration of Applications for Adjustment of Property Taxes (UCA 59-2-1347)** - *recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office*

Financial Information: N/A **Terms:** N/A

These adjustments are needed, often due to errors from the County. One example given of a mistake is charging a property as a second home instead of a primary residence, which affects its value. The Commissioners said they had previously reviewed these applications.

VOTING:
Motion to Approve Item 6: Bob Stevenson. Second: John Crofts. All present voted aye.

COMMUNITY & ECONOMIC DEVELOPMENT

7 **#2025-1239. Approval of a Board Appointment of Oliver Young, Young Venues, to Serve on the Davis County Tourism Tax Advisory Board** - *recommended by Kent Andersen, Director, Community & Economic Development - Tourism*

Financial Information: N/A

Terms:
- Beginning Date: 01/01/2026
- Ending Date: 12/31/2026

Director Andersen said that Oliver Young lives within the County and is qualified due to his involvement in the convention and transportation business. The term is for only a year since it is filling a vacancy.

8 **#2025-1243. Approval of an Agreement with Utah Transit Authority (UTA) for Snowbasin Ski Bus Pass Program Replacing Contract #2025-1216** - *recommended by Kent Andersen, Director, Community & Economic Development - Economic Development*

Financial Information:
- Type: Payable
- Amount: $49,213.00

Terms:
- Beginning Date: 12/17/2025
- Ending Date: 04/11/2026

9 **#2025-1245. Approval of a Memorandum of Understanding (MOU) with Clearfield City for the Award of the Discover Davis Mural Grant** - *recommended by Kent Andersen, Director, Community & Economic Development - Tourism*

Financial Information:
- Type: Payable
- Amount: $10,000.00

Terms:
- Beginning Date: 11/25/2025
- Ending Date: 05/01/2026

This is the last of five mural grants. The mural will feature an American Kestrel and will be part of the Utah Wildlife Mural Tour, which can be viewed by scanning the attached QR code. The popularity of murals is increasing throughout the County, and this is a 50% match program.

VOTING:
Motion to Approve Items 7-9: Bob Stevenson. Second: John Crofts. All present voted aye.

INFORMATION SYSTEMS

10 **#2025-1240. Approval of Amendment #1 to Contract #2023-0032 with Environmental Systems Research Institute, Inc. (ESRI) Enterprise - 1 Year Renewal** - *recommended by Jeff Hassett, Director, Information Systems*

Financial Information:
- Type: Payable
- Amount: $165,000.00

Terms:
- Beginning Date: 01/17/2026
- Ending Date: 01/16/2027

Although ESRI initially requested $240,000.00 for licensing, the Information Systems Department negotiated the price down. The amendment was approved for $165,000.00 and covers one year, allowing time to address rising future costs for the County.

VOTING:
Motion to Approve Item 10: John Crofts. Second: Lorene Kamalu. All present voted aye.

PUBLIC WORKS

11 **#RES 2025-34. Approval of a Resolution with West Point City for an Interlocal Cooperation Reimbursement Agreement** - *recommended by Adam Wright, Director, Public Works*

Financial Information:
- Type: Payable
- Amount: $103,500.00

Terms:
- Beginning Date: 11/25/2025
- Ending Date: 12/31/2026

The funding will be allocated for a stormwater study in the northwest part of the County, covering West Point and unincorporated areas, necessary due to ongoing development. West Point City will manage the study and hire the engineers.

VOTING:
Motion to Approve Item 11: Bob Stevenson. Second: John Crofts. All present voted aye.

CONSENT ITEMS

12 **#2025-1164. Approval of an Agreement with Athletico for Winter Soccer Training** - *recommended by Kent Andersen, Director, Community & Economic Development - Western Sports Park*

Financial Information:
- Type: Receivable
- Amount: $3,717.00

Terms:
- Beginning Date: 11/24/2025
- Ending Date: 02/10/2026

13 **#2025-1231. Approval of an Agreement with Lady Hawks Soccer for Winter Training** - *recommended by Kent Andersen, Director, Community & Economic Development - Western Sports Park*

Financial Information:
- Type: Receivable
- Amount: $2,013.38

Terms:
- Beginning Date: 01/06/2026
- Ending Date: 02/24/2026

14 **#2025-1237. Approval of the List of 24/7 SCRAM (Continuous Transdermal Alcohol Monitoring Program) Agreements with Davis County Sheriff's Office for October 2025** - *recommended by Arnold Butcher, Chief Deputy, Sheriff's Office*

Financial Information:
- Type: Receivable
- Amount: See Additional Financial Information

Terms:
- Beginning Date: Upon Final Signature
- Ending Date: Until the Individual is No Longer Under Court Order to Participate in the Program

15 **#2025-1246. Approval of a Sponsorship Agreement with Piece of Mind to Sponsor a Shelter for Shooting Bay #8** - *recommended by Arnold Butcher, Chief Deputy, Sheriff's Office*

Financial Information:

- Type: Receivable
- Amount: $2,000.00

Terms:

- Beginning Date: Upon Final Signature Ending Date: 5 Years From the Date of Final Signature.

16 **#2025-1242. Notice of Intent to Engage in Contract Negotiations for the Community Health Assessment Modernization Request for Proposals** - *recommended by Scott Parke, County Controller, Controller's Office*

VOTING:
Motion to Approve Items 12-16: Lorene Kamalu. Second: John Crofts. All present voted aye.

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

BOARD OF EQUALIZATION

17 **#2025-205. Property Tax Register 11-25-2025** - *recommended by Scott Parke, County Controller, Tax Administration*

The Property Tax Register for 11/25/2025 was presented and contained the following: Controller's Adjustments consisting of Appeals reports, Abatement reports, and Corrections; Assessor's Adjustments consisting of Corrections. This record is maintained by the Davis County Controller as the Clerk of the Board of Equalization.

VOTING:
Motion to Approve Item 17: Bob Stevenson. Second: John Crofts. All present voted aye.

VOTING:
Motion to Reconvene Commission Meeting: Lorene Kamalu. Second: John Crofts. All present voted aye.

CLOSING REMARKS

Commissioner Crofts discussed a recent work session with Gary Hatch from the Mosquito Abatement Board. He emphasized that elected leaders must exercise tolerance, forgiveness, and compassion when engaging with citizens who participate civically but may make mistakes. He used a metaphor, stating that leaders should not "take a blowtorch to every mosquito" lest they "set the drapes on fire in the house." He suggested elected officials to encourage community civic engagement. He reminded the public about Thanksgiving, encouraging mindfulness of friends, families, and neighbors who may be struggling financially, and suggested inviting military service members in Davis County over for Thanksgiving.

Commissioner Stevenson wished everyone a Happy Thanksgiving.

Commissioner Kamalu noted that the first Code Blue night of the season was anticipated for the upcoming Sunday night, and praised the giving nature and robust volunteering of Davis County residents. While there are already a lot of volunteers lined up, more are needed. She highlighted davislinks.org, an online directory created by the Health Department that connects the community with free and low-cost services. She also reported on the Board of Health meeting, noting that recent State law changes have reduced the authority that local public health officials have to implement approaches, stressing the importance of engaging in the legislative process. Commissioner Kamalu thanked Davis County employees and residents and wished everyone a Happy Thanksgiving.

MEETING ADJOURNED
The meeting adjourned at 10:32 AM.

Minutes Prepared by:
Solana Guest
Deputy Clerk

Brian McKenzie (Dec 9, 2025 16:22:02 MST)

Brian McKenzie
Davis County Clerk

Minutes Approved on:
12/09/2025

Lorene Miner Kamalu (Dec 9, 2025 15:55:45 MST)

Lorene Miner Kamalu
Commission Chair