

## COMMISSION MEETING MINUTES

February 20, 2018

The Board of Davis County Commissioners met on February 20, 2018 at 10:00 AM in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Members present were: Commissioner James E. Smith - Chair, Commissioner P. Bret Millburn, Commissioner Randy B. Elliott, Chief Deputy Clerk/Auditor Heidi Voordeckers, Chief Civil Deputy County Attorney Neal Geddes and Deputy Clerk/Auditor Janet Hanson.

Agenda as posted

### Agenda as posted:

PUBLIC NOTICE is hereby given that the Board of Davis County Commissioners, Farmington, Utah, will hold a Commission Meeting at the Davis County Administration Building, 61 South Main Street, Suite 303, Farmington, Utah, commencing at **10:00 AM on Tuesday, February 20, 2018.**

### OPENING:

Pledge of Allegiance – By Invitation

### RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS:

- Commissioners will attend the Woods Cross City Council Meeting tonight, February 20, 2018 at 6:30 PM

### BUSINESS/ACTION:

#### ***Josh Johnson, Davis County Library Chief Deputy, presenting:***

Agreement with SirsiDynix Technology Center – electronic Library catalog and database software (payable)

Agreement with SirsiDynix Technology Center – create custom report for automatic renewal of library materials (payable)

#### ***Tony Zambrana, Davis County Grant Auditor, presenting:***

Subgrantee agreement with Family Connection Center (Open Doors) – CDBG funding operational expenses for the Diversion Program and the purchase of a hybrid delivery truck (payable/match)

#### ***Jeff Oyler, Davis County Planning Manager, presenting:***

Agreement with SWCA Environmental Consultants – perform Bonneville Shoreline Trail NEPA Analysis (payable)

#### ***Tony Thompson, Davis County Property Manager, presenting:***

Request to grant an Underground Drainage Pipeline Easement to Capital Reef Management, LLC on parcel Tax ID #11-019-0011 (adjacent to Valley View Golf Course) (receivable)

Request for donation to UDOT of all or part of parcels of land known as Tax IDs #01-100-0013, 0014 and #01-102-0003 (*location*) as surplus property (Redwood Road & I-215) (n/a)

#### ***Adam Wright, Davis County Public Works Director, presenting:***

Agreement with ESI Engineering, Inc. – engineering of storm drain system and street rebuild project from Mutton Hollow to 50 East cul-de-sac (payable)

#### ***Randy Cook, Davis County Tourism Manager, presenting:***

Agreement with Richter7- marketing and advertising services (payable)

#### ***Mack McDonald, Davis County Facilities Management Director, presenting:***

Agreement with AJC Architects P.C. – Davis County Syracuse Branch Library Expansion Architectural Services (payable)

Amendment with Brett Miller Landscaping, LLC – landscaping services (payable)

#### ***Brian McKenzie, Davis County Chief Deputy Clerk/Auditor, presenting:***

Change order with Election Systems & Software (ES&S) – of the purchase of new voting system, includes hardware, software, support services and training (payable)

#### ***Commissioner Smith presenting:***

Request cancelation of the Board of Davis County Commissioners Meeting on March 6, 2018

### PUBLIC HEARING:

#### ***Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor, presenting:***

Consideration of approval, by resolution, for additional budget appropriation requests. Budget increases will be funded by new revenues and/or monies unspent in the prior year.

### BOARD OF EQUALIZATION:

Property Tax Register

### CONSENT ITEMS:

- Check Registers
- Meeting Minutes: January 23 & 30, 2018

### COMMISSIONER COMMENTS

PUBLIC COMMENTS (3 Minutes per Person)

Commissioner Smith indicated that Curtis Koch was not in attendance. (Heidi Voordeckers, Chief Deputy Clerk/Auditor, attending.)

Pledge of  
Allegiance

Adam Wright, Davis County Public Works Director, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Woods Cross City  
Council Meeting  
tonight

Notice was given that the Commissioners will attend the Woods Cross City Council Meeting tonight, February 20, 2018 at 6:30 PM.

Josh Johnson, Davis County Library Chief Deputy presented the following:

Agreement  
#2018-75  
SirsiDynix Tech.  
Center for  
electronic  
library catalog  
and database  
software

Agreement #2018-75 with SirsiDynix Technology Center for the electronic library catalog and database software. He indicated that this will be the “master” agreement that renews services and consolidates all contracts. The period of contract is February 20, 2018 through December 31, 2020. The payable amount is \$69,668.52 with increase cap of 2.9% annually.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2018-76  
SirsiDynix Tech.  
Center for custom  
report for auto  
renewals

Agreement #2018-76 with SirsiDynix Technology Center for an automatic renewal feature of library materials. The period of contract is February 20, 2018 through May 10, 2018. The payable amount is \$700.00.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Subgrantee  
agreement  
#2018-77  
FCC (Open  
Doors) CDBG  
funding

Tony Zambrana, Davis County Grants Auditor, presented subgrantee agreement #2018-77 with Family Connection Center (nka Open Doors) for Community & Economic Development Grant (CDBG) funding operational expenses and motel vouchers for their Diversion Program (\$10,000.00) and the purchase of a delivery truck (\$60,000.00). The contract period is July 1, 2017 through December 31, 2018. The payable amount is \$70,000.00. Commissioner Elliott inquired if he should recuse himself because he is a board member. Neal Geddes said it was fine either way, his having expressed that there may be a conflict. A vote could be taken without his vote if it is not going to impact the overall vote.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2018-78  
SWCA Env.  
Consultants –  
Bonneville  
Shoreline Trail  
NEPA Analysis

Jeff Oyler, Davis County Planning Manager, presented agreement #2018-78 with SWCA Environmental Consultants to perform the Bonneville Shoreline Trail NEPA Analysis. He explained that the NEPA is an environmental review that has to be completed on any federal property before any type of work can be done. It will be performed on a 55 mile section for the rebuilding of the Bonneville Shoreline Trail. They are the recommended respondents of a RFP process. Funding was appropriated by the Utah State Legislature in 2016 and the monies are available in the 2018 budget. The contract period is February 20, 2018 through May 31, 2019. The payable amount is \$72,491.00.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Tony Thompson, Davis County Property Manager, presented the following:

Pipeline  
Easement  
#2018-79 to  
Capital Reef  
Management  
LLC, Tax ID  
#11-019-0011

Easement #2018-79 for an underground drainage pipeline to Capital Reef Management, LLC on parcel Tax ID #11-019-0011 (part of the Valley View Golf Course). They would like to tie into an existing storm drain to relieve hydrostatic pressure behind a retaining wall that they will be placing on their property for development. Public Works and Valley View’s golf professional have looked at the proposed retaining wall. This was review by the Property Committee on July 29, 2017 and gave the approval to move ahead. There is no contract date. The receivable amount is \$1,757.00.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Donation & QCD  
#2018-1A to  
UDOT, Tax IDs  
#01-100-0013,  
0014 &  
#01-102-0003  
Redwood Rd &  
I-2015

Donation and Quit Claim Deed #2018-1A to Utah Department of Transportation (UDOT) for all or parts of parcels of land known as Tax IDs #01-100-0013, 0014 and #01-102-0003 of surplus property (Redwood Road & I-215). The property was declared surplus in the January 2, 2018 Commission Meeting. The Property Committee met January 17, 2018 to review this request and a motion was made to move forward. UDOT is constructing a major realignment with a diamond convergence. While working on this project, Tony indicated that he has come across another deed (connecting the void spots) and he anticipates another deed forthcoming. Period of contract is one time. There are no monies exchanged.

Commissioner Millburn made a motion to approve the donation. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2018-80  
ESI Eng, Inc. –  
storm drain  
system & street  
reblid Mutton  
Hollow to 50 E  
cul-de-sac

Adam Wright, Davis County Public Works Director, presented agreement #2018-80 with ESI Engineering, Inc. for the engineering (design) of a storm drain system and street rebuild project from Mutton Hollow to the 50 East cul-de-sac. The contract period is February 20, 2018 through February 20, 2019. The payable amount is \$12,410.00.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2018-81  
Richter &  
Marketing &  
advertising  
services  
(Tourism  
Marketing Plan)

Randy Cook, Davis County Tourism Manager, presented agreement #2018-81 with Richter7 for marketing and advertising services for the Tourism Office. They are the recommended respondents of the RFP process. There were 9 agencies that submitted bids. Two were disqualified as late submissions. The 7 bids reviewed were: Richter7; Relic; Griffin & Associates (New Mexico); Factory (Centerville); Fluid Studio (Bountiful); Weapon (Utah County); and Bandwango (Salt Lake). The 5 member selection committee consisted of: Dax Teuscher; Haley Rogers; Megan Christensen; himself (Randy Cook); and Steve Ito, Sales Director for the Davis Conference Center. They felt that Richter7 was heads and shoulders above the 7 bids they reviewed. The scope of work for the coming year is provided in Exhibit A, which includes: messaging to be more engaging; get more into deals; timely messaging to engage our audience more fully; and to focus within the 300 mile radius. Also to focus within the 3-rings of influence to take care of our locals, Southeast Idaho, Wyoming, parts of Nevada, and all of Utah. It was recommended that they also coordinate with Nina (County Public Outreach) for a coordinated social media presence. The period of contract is February 21, 2018 through December 31, 2020. The payable amount is not to exceed \$300,000.00 in 2018. The 2<sup>nd</sup> & 3<sup>rd</sup> year are dependent on the annual budget.

Commissioner Millburn make a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Mack McDonald, Davis County Facilities Director, presented the following:

Agreement  
#2018-82  
AJC Architects  
– services for  
DC Syracuse  
Branch Library  
Expansion

Agreement #2018-82 with AJC Architects P.C. for architectural services for the Davis County Syracuse Branch Library Expansion. They are the recommended respondents of a RFP. Chris Sanford, Davis County Library Director, in the audience, indicated that they were a good choice. The period of contract is February 20, 2018 through March 1, 2019. The payable amount is \$146,000.00.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Amendment  
#2017-100A  
Brett Miller  
Landscaping

Amendment #2017-100A with Brett Miller Landscaping to provide landscaping, mowing, fertilizing and pest control services of Davis County properties. Mack indicated that this company was the successful respondent to a RFP 2 years ago. It is part of a 3-year agreement and is the last year of the automatic renewal. The contract period is April 12, 2018 through October 14, 2018. The payable amount is \$35,154.00.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Heidi  
Voordeckers in  
attendance

Commissioner Smith officially stated that Heidi Voordeckers was in attendance for Curtis Koch. Heidi noted that Curtis and Brian McKenzie were at the legislature this morning on vote-by-mail issues that has held them up.

Change Order  
#2018-47A  
Election Systems  
& Software

Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor, presented change order #2018-47A with Election Systems & Software (ES&S). She explained the sales order was originally approved in the January 30, 2018. The original contract amount was \$523,468.00 for an entirely new voting system which included the hardware, software, training and maintenance over multiple years. The e-poll book feature had some compatibility issues. This request, which still falls within the budgetary requirements approved for 2018, is for an additional payable amount of \$9,652.00 in hardware to support going a different route with the e-poll book. Because we are not contracting for the e-poll book license, it is a \$30,000.00 - \$40,000.00 savings by purchasing the hardware upfront, over the life of the project by not going with the license through ES&S. The contract period is January 30, 2018. The additional payable amount is \$9,652.00.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Cancellation of  
Commission  
Meeting 3/6/18

Commissioner Smith requested the cancellation of the Board of Davis County Commissioners Meeting on March 6, 2018. There will be 2 commissioners out of town attending the NACo (National Association of Counties) Conference in Washington, D.C.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye.

Public Hearing

Commissioner Millburn made a motion to open a public hearing. Commissioner Elliott seconded the motion. All voted aye.

Resolution #2018-83  
Budget opening

Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor, presented resolution #2018-83 for additional budget appropriation requests. She explained that a good portion of the changes are items that are covering projects funded in 2017 and are crossing and straddle fiscal years. Budget increases will be funded by new revenues and/or monies unspent in the prior year. She presented the following changes:

February 20, 2018 Resolution & Budget Opening Items						
Fund/Dept.	Rev/Exp	Account #	Account Name	Increase	Decrease	Reason
<b>FUND 10 GENERAL FUND</b>						
Sheriff	E	10-4210-450	Uniforms	\$ 4,311	\$ -	12.28.17 - Increase 2018 for SWAT Body Armor Vests and SWAT Tactical Uniforms
Sheriff	E	10-4210-890	Equipment	\$ 5,436	\$ -	12.28.17 - Increase 2018 for SWAT Body Armor Vests and SWAT Tactical Uniforms
Corrections	E	10-4230-113	Uniform Allowance	\$ 36,958	\$ -	2.15.18 - Increase in Uniform allowance from \$890/yr to \$1,200/yr for Deputies, \$850/yr to \$870/yr for Clerks
Sheriff	E	10-4210-113	Uniform Allowance	\$ 28,417	\$ -	2.15.18 - Increase in Uniform allowance from \$890/yr to \$1,200/yr
Sheriff	E	10-4210-233	E.S. Grant	\$ 8,725	\$ -	1.31.18 - Grant funds for purchase of Drager Alcotest 5510 PBT's, approved 2.13.18 Contract 2018-0069
Sheriff	R	10-3322-000	Block Grant Award	\$ 8,725	\$ -	1.31.18 - Grant funds for purchase of Drager Alcotest 5510 PBT's, approved 2.13.18 Contract 2018-0069
<b>Net Increase of Expenses</b>				\$ 83,847		
<b>Net Increase of Revenue</b>				\$ 8,725		
<b>FUND 15 HEALTH AND SENIORS</b>						
SENIORS	E	15-4325-620	Misc Services	\$ 8,909	\$ -	11.8.17 - additional Grant funding approved 11.21.17, Contract 2015-365G
SENIORS	R	15-3325-000	Contract Revenue	\$ 8,909	\$ -	11.8.17 - additional Grant funding approved 11.21.17, Contract 2015-365G
<b>Net Increase of Expenses</b>				\$ 8,909		
<b>Net Increase of Revenue</b>				\$ 8,909		
<b>FUND 18 TOURISM</b>						
Conf Center	E	18-4650-260	DCC HVAC Repairs	\$ 19,703	\$ -	1.22.18 - Roll forward of 2017 project crossing budget years
<b>Net Increase of Expenses</b>				\$ 19,703		
<b>Net Increase of Revenue</b>				\$ -		
<b>FUND 19 E-911</b>						
Dispatch	E	19-4219-113	Uniform Allowance	\$ 3,119	\$ -	2.15.18 - Increase in Uniform allowance from \$650/yr to \$870/yr for FT Dispatchers, \$324/yr to \$435/yr for PT Dispatchers
<b>Net Increase of Expenses</b>				\$ 3,119		
<b>Net Increase of Revenue</b>				\$ -		
<b>FUND 22 PROP 1 TRANSPORTATION</b>						
Prop 1	E	22-4435-274	Contributions-Interlocal	\$ 770,000	\$ -	12.4.17 - Award of 2017 Prop 1 Grants, to be paid in 2018 (approved 1.9.18 Commission Meeting)
<b>Net Increase of Expenses</b>				\$ 770,000		
<b>Net Increase of Revenue</b>				\$ -		
<b>FUND 26 CORRIDOR PRESERVATION</b>						
Corr Preservatio	E	26-4430-292	Corridor Preservation	\$ 5,059,000	\$ -	2.13.18 - Roll forward 2017 Budget for anticipated UDOT Land Purchases
<b>Net Increase of Expenses</b>				\$ 5,059,000		
<b>Net Increase of Revenue</b>				\$ -		
<b>FUND 45 GENERAL GOV CAPITAL</b>						
Capital Proj	E	45-4910-260	Bldg & Grnd Maint	\$ 3,230	\$ -	1.26.18 - Roll forward of 2017 project crossing budget years (Admin Touch Screen)
Capital Proj	E	45-4910-720	Building Improvements	\$ 219,567	\$ -	1.26.18 - Roll forward of 2017 project crossing budget years (Animal Control Kennels/Drain)
Capital Proj	E	45-4910-720	Building Improvements	\$ 5,460	\$ -	1.26.18 - Roll forward of 2017 project crossing budget years (Animal Control Change Order)
<b>Net Increase of Expenses</b>				\$ 228,257		
<b>Net Increase of Revenue</b>				\$ -		
<b>FUND 46 HEALTH AND SENIORS CAPITAL</b>						
Capital Proj	E	46-4930-720	Building Improvements	\$ 8,726	\$ -	1.26.18 - Roll forward of 2017 project crossing budget years (Health Bldg 2nd Floor Remodel)
Capital Proj	E	46-4930-720	Building Improvements	\$ 76,470	\$ -	1.26.18 - Roll forward of 2017 project crossing budget years (Autumn Glow Bathroom Remodel)
Capital Proj	E	46-4930-260	Bldg & Grnd Maint	\$ 1,780	\$ -	1.26.18 - Roll forward of 2017 project crossing budget years (Autumn Glow Exterior Sign)
<b>Net Increase of Expenses</b>				\$ 86,976		
<b>Net Increase of Revenue</b>				\$ -		
<b>FUND 63 MAINTENANCE</b>						
Buildings West	E	63-4162-230	Training	\$ 5,180	\$ -	12.11.17 - Roll forward of 2017 project crossing budget years (Electronic Door Locks)
Buildings West	E	63-4162-720	Building Improvements	\$ 33,804	\$ -	12.11.17 - Roll forward of 2017 project crossing budget years (Justice Court ALDA Remodel)
Buildings East	E	63-4161-310	Professional Services	\$ 30,000	\$ -	1.26.18 - Roll forward of 2017 project crossing budget years (Mechanical Assessments)
<b>Net Increase of Expenses</b>				\$ 68,984		
<b>Net Increase of Revenue</b>				\$ -		
<b>NET (USE OF) / CONTRIBUTION TO FUND BALANCE</b>						
				<b>USE OF FUND BALANCE</b>		
<b>Total Increase of Expenses</b>				\$ 6,328,795	\$ 75,122	Fund 10
<b>Total Increase of Revenue</b>				\$ 17,634	\$ 19,703	Fund 18
				\$ 3,119	\$ -	Fund 19
<b>Net Effect on Total Fund Bal.</b>				\$ (6,311,161)	\$ 770,000	Fund 22
				\$ 5,059,000	\$ -	Fund 26
				\$ 228,257	\$ -	Fund 45
				\$ 86,976	\$ -	Fund 46
				\$ 68,984	\$ -	Fund 63
				\$ 6,311,161	\$ -	Total Use of Fund Balance

Commissioner Smith invited the public to make comment in regards to the budget opening. There were no public comments.

Close Public Hearing Commissioner Millburn made a motion to close the public hearing. Commissioner Elliott seconded the motion. All voted aye.

Resolution for the budget opening approved Commissioner Millburn made a motion to approve the budget changes as presented. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

BOE Commissioner Millburn made a motion to recess to Board of Equalization. Commissioner Elliott seconded the motion. All voted aye.

Property Tax Register approved Heidi Voordeckers presented the Property Tax Register that reflected 3 corrections for veteran abatements in 2017.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Reconvened Commissioner Elliott made a motion to reconvene Commission Meeting. Commissioner Millburn seconded the motion. All voted aye.

Check registers approved Check registers as prepared by the Davis County Clerk/Auditor were approved with a motion by Commissioner Millburn. Commissioner Elliott seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Commission Meeting minutes approved Commissioner Elliott made a motion to approve Commission Meeting minutes for January 23 & 30, 2018. Commissioner Millburn seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Commissioner comments: Commissioner comments:

Commissioner Smith said it was nice to see snow outside and to keep it coming so that we can have enough water to survive. He spoke to Curtis in the audience (who arrived), saying that his absence coincided with the arrival of the snow, but they had been assured there was no correlation and that you were on Capitol Hill representing us. He noted that there are many county representatives down there on important issues. It is a hard time of year, but exciting time of year.

Commissioner Millburn said that “exciting” is not his choice of words at the moment. There is a lot going on and a fare bit of nuttiness going on. He’ll leave it at that. He’s looking forward to March 8<sup>th</sup> at midnight then we can see what the damages are.

Neal Geddes joked that he feels a cold coming on as he was looking at the snow.

No Public Comments No public comments

Meeting adjourned.

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Clerk/Auditor

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Chair