

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION MEETING MINUTES October 15, 2019

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4 p.m. on Oct. 15, 2019, in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Required legal notice of this meeting was given.

Present on the dais were: Commissioner Lorene Miner Kamalu, Vice-Chair; Commissioner Bob J Stevenson; Curtis Koch, Davis County Clerk/Auditor; and Neal Geddes, Chief Civil Deputy County Attorney.

Excused: Commissioner Randy B. Elliott, Chair

All documents from this meeting are on file in the Davis County Clerk/Auditor's Office. The agenda for this meeting is incorporated into the minutes as item headers.

### OPENING

---

The meeting convened at 4:02 p.m. and Matt Anderson, from Senator Romney's office, led the Pledge of Allegiance.

Commissioner Kamalu excused Commissioner Elliott, who is attending the Mosquito Abatement Conference.

Recognitions,  
Presentations &  
Informational  
Items

**Request for Proposals (RFP) opening for Valley View Cafe** — *Presented by Curtis Koch, Davis County Clerk/Auditor*

Curtis opened two proposals for concession vendors at the [Valley View] golf course. The first one was from Fund Racer LLC, and the second one was from Stikki Enterprises, LLC. The proposals were given to Dax [Teuscher], Davis County Purchasing Manager. Curtis also pointed out this process may be different after today if the proposed procurement policy change is approved. If the policy is passed, the packages will not be opened in Commission Meeting, instead, a summary of proposals received will be read.

### PUBLIC COMMENTS

---

The public was invited to make comments to the Commission.

There were no public comments.

### BUSINESS/ ACTION

---

Resolution  
#2019-523 for  
consideration  
of approval for  
additional 2019  
Budget  
appropriation  
requests to be  
funded by new  
revenues and  
or monies  
unspent in the  
prior year

**Resolution #2019-523 for consideration of approval for additional 2019 Budget appropriation requests to be funded by new revenues and or monies unspent in the prior year** — *Presented by Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor*

This budget amendment takes into account some end of year financial activity. The following changes were presented:

- A transfer into the General Fund from the Paramedic Fund recognizing the 2018 end of year revenues that were recorded in April 2019. It should have been closed sooner, but it was not caught until reviewing the finances for the upcoming budget.
- A corresponding transfer out of Fund 14 [Paramedic Fund] into the General Fund.
- A request from the Health Department, Fund 15, recognizing additional funds for the [Retired Senior Volunteers Program] RSVP grant program and the offsetting expenses of miscellaneous supplies.
- Another request from the Health Department, Fund 15, for the continuation of the Yellow Fever program and the corresponding offsetting expense to purchase the vaccines.
- For Fund 23 [Library] is a proposal to transfer funds out of the Operating Fund and into the Capital Fund for maintenance contingencies, including \$625,000 specifically for the North Branch demolition, so a bond will not be required next year. Also, there is a request to increase the miscellaneous services budget, via the fund balance, to be used by the end of the year for special programming.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

- The Special Services Area has had an increase in the number of permits due to the Chevron Refinery. This proposal is to recognize the additional revenues generated and inspection fee expenses.
- Also, there are requested budgetary changes because of the crossover refunding of the 2009 B Bonds, recognizing one bond being defeased, and the corresponding bond proceeds, and cost of issuance for the new bond.
- Lastly, the corresponding effect on the Library's capital fund from the Fund 23 request.

The overall net effect on the total fund balance is \$100,000. [The contract period is 10/15/2019 to 12/31/2019.] The amount varies per request; see Resolution #2019-523.

PUBLIC  
HEARING

Commissioner Kamalu motioned to open the Public Hearing.  
There were no public comments.

Commissioner Kamalu motioned to close the Public Hearing and approve the Resolution.

Motion to Approve: Com. Kamalu  
Seconded: Com. Stevenson  
All voted Aye

Amendment  
#2018-131-C  
with Tyler  
Technologies to  
extend project  
management  
services

**Amendment #2018-131-C with Tyler Technologies to extend project management services** — *Presented by Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor*

This item is to increase the project management services contract with Tyler Technologies, who is implementing the new financial and the human capital management (HCM) systems. The agreement will extend the dedicated project manager's terms of service through the end of 2019 due to additional modules being added. In 2020, three new modules will be launched which will not require a full-time project manager, but will require the coordinating talents of a project manager for approximately four hours a week. The contract period is 10/01/2019 to 12/31/2020. The payable amount is \$56,100.

Request  
Approval  
#2019-524 to  
replace the  
existing  
Financial  
policies:  
400-Purchasing;  
430-Credit  
Cards;  
440-Requests  
for Proposals;  
and 900-Fleet  
Vehicles

**Request Approval #2019-524 of Financial Policies 400 to replace the existing Financial policies: 400-Purchasing; 430-Credit Cards; 440-Requests for Proposals; and 900-Fleet Vehicles** — *Presented by Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor*

This policy change was first introduced in July and has gone through many edits from different County directors. The changes simplify, clarify, and update aspects of the County's procurement process including the thresholds, using sole-source vendors, what to do if not choosing the lowest cost bid, and not receiving enough responsive bids. Sections were added that discuss roles, responsibilities, and ethics. If approved, the departments will be trained on it by the end of the year. The Commissioners said they have studied this document and have given their input as well. The contract period begins 10/19/2019 [10/15/2019].

Motion to Approve Agenda Items: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

TABLED

**TABLED Amendment with Utah Victims of Crime, State of Utah for approval of VOCA grant and to update information** — *Presented by Susan Burton, Davis County Children's Justice Center Coordinator*

This item was tabled for a later date.

Motion to Table: Com. Kamalu  
Seconded: Com. Stevenson  
All voted Aye

Agreement  
#2019-525 with  
UT Dept. of

**Agreement #2019-525 with Utah Department of Health for operational funding to provide local Women, Infants, and Children (WIC) Program services** — *Presented by Brian Hatch, Davis County Health Director*

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Health for WIC  
Program  
operational  
funding

This amendment is for the operating funds of the Women, Infants, and Children (WIC) Program. The contract period is 10/01/2019 to 09/30/2020. The receivable amount is \$994,584.

Motion to Approve: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Donation  
Agreement  
#2019-526 with  
PF Changs for  
acceptance of a  
\$1,360.60  
donation from  
a fundraiser

**Donation Agreement #2019-526 with PF Changs for acceptance of a \$1,360.60 donation from a fundraiser**  
— *Presented by Rhett Nicks, Davis County Animal Care & Control Director*

PF Changs held a fundraiser during the opening of their new restaurant at Station Park, and they donated the costs from the first two nights they were open to the Animal Care and Control (ACC). The ACC brought dogs and some staff to the opening night. PF Changs approached ACC about this opportunity. The contract period is 10/15/2019 to 10/30/2019. The receivable amount is \$1,360.60.

Motion to Approve: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Agreement  
#2019-527 with  
SBR  
Technologies  
for vinyl  
graphics for the  
Syracuse/  
Northwest  
Branch Library

**Agreement #2019-527 with SBR Technologies for vinyl graphics in the conference and quiet study rooms of the remodeled Syracuse/Northwest Branch Library** — *Presented by Lynnette Mills, Davis County Library Deputy Director*

This agreement with SBR Technologies is to add additional vinyl bulrush graphics to the Syracuse Library. The Commissioners said the library is almost ready to open and is looking very good. The contract period is 10/15/2019 to the end of October. The payable amount is \$6,052.10.

Motion to Approve: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Change Order  
#2018-546-K  
with R&O  
Construction  
for  
Syracuse/North  
west Branch  
Library remodel  
and expansion  
project

**Change Order #2018-546-K with R&O Construction for Syracuse/Northwest Branch Library remodel and expansion project** — *Presented by Kyle Phillips, Davis County Project Manager*

This change order is for 15 different items, but Kyle only mentioned the seven biggest requests. They were: bringing soil back for landscaping; drywall and soffit work in a conference room and correcting the effected AC diffusers; Syracuse City requesting metal screens be added around the AC units; adding perforated metal to the back of the aforementioned screens for code compliance; rekeying all the library's exterior locks; redesigning the curbing at the book drop; and lastly is the return from the contractor for the unspent funds for weather protection and drywall patching. The Commission asked why some of these changes were not thought of in the beginning, specifically the screens. Kyle explained the metal screens were in the original design but were later removed because they did not think the screens were needed. When Syracuse City saw the changes, they requested the screens be added back into the design. Once the screens are added the Certificate of Occupancy will be granted. The contract period is 11/13/2018 to 12/31/2020. The payable amount is \$6,549.99.

Motion to Approve: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Agreement  
#2019-528 with  
SourceAmerica

**Agreement #2019-528 with SourceAmerica Pathways to Careers for internships** — *Presented by David Hansen, Davis County Legacy Events Center Director*

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Pathways to Careers for internships

These interns are part of the Pioneer Adult Rehabilitation Center (PARC) program, which helps adults with disabilities learn skills and get jobs. The interns come at no cost to the County and have been a great asset. When the previous intern contract expired, SourceAmerica requested a new contract be created. [The contract period is 10/16/2019 to 10/15/2020.] The agreement is neither payable nor receivable.

Summary List #2019-529 of 17 rental agreements at the Legacy Events Center

**Summary List #2019-529 of 17 rental agreements at the Legacy Events Center — Presented by David Hansen, Davis County Legacy Events Center Director**

This summary list is made of the typical events held at the Legacy Events Center. Of special note is the PUMA Dog Fest show in 2020. National dog shows are a great event for the Events Center because they bring in many out-of-state attendees. The contract period is 09/23/2019 to 09/19/2020. The receivable amount is \$10,795.06.

Summary List #2019-530 of 13 rental agreements at the Legacy Events Center

**Summary List #2019-530 of 13 rental agreements at the Legacy Events Center — Presented by David Hansen, Davis County Legacy Events Center Director**

This summary list includes RV rentals, food truck vendors, and soccer events to be hosted at the Legacy Events Center. The contract period is 09/04/2019 to 10/04/2019. The receivable amount is \$2,492.64.

Motion to Approve Agenda Items: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Agreement 2019-531 with MetaSports FC for rental space at Legacy Events Center for soccer events

**Agreement #2019-531 with MetaSports FC for rental space at Legacy Events Center for soccer events — Presented by Mike Moake, Davis County Legacy Events Center Marketing**

MetaSports FC runs the local Utah Youth Soccer program, which plays teams all along the Wasatch Front. The contract period is 09/03/2019 to 11/01/2019. The receivable amount is \$5,460.

Motion to Approve: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Grant Award #2019-532 from UT Dept. of Public Safety for Pre-Disaster Mitigation funds

**Grant Award #2019-532 from Utah Department of Public Safety for Pre-Disaster Mitigation funds — Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office**

This notice of award is for the Pre-Disaster Mitigation grant and requires a matching amount. The funds are to be used for pre-disaster mitigation and patrolling efforts, specifically related to fires. The contract period is 10/01/2018 to 04/01/2022. The receivable amount is \$22,500 with a payable matching amount of \$7,500.

Grant Application #2019-533 to the State of Utah for body-worn cameras for DUI enforcement

**Grant Application #2019-533 to the State of Utah for body-worn cameras for DUI enforcement — Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office**

This grant application is for the State of Utah. The County is requesting body-cameras that will be used for DUI enforcement. The award announcement will be made in mid-December. The cost covers the equipment only. The contract period begins on 12/16/2019. The receivable amount is \$8,800.

Motion to Approve Agenda Items: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

# COMMISSIONERS' MINUTES – DAVIS COUNTY

TABLED

**TABLED Final plat approval for the Seifert Subdivision of 1 lot** — *Presented by Jeff Oyler, Davis County Planning Manager*

This item was requested to be tabled and put on the Oct. 29, 2019 meeting. There was a second part to this agreement that did not make it on this week's agenda.

Motion to Table: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Application #2019-534 by Sevier Canyon Properties LLC for consideration of adjustment or deferral of 2017 and 2018 property taxes on ID #12-052-0176

**Application #2019-534 by Sevier Canyon Properties LLC to Davis County Legislative Body for consideration of adjustment or deferral of 2017 and 2018 property taxes on ID #12-052-0176** — *Presented by Dale Peterson, Davis County Assessor, in place of Commissioner Bob J Stevenson*

This application is requesting an adjustment to the 2017 and 2018 taxes for tax ID #12-052-0176. This land was vacant until 2017 when a long-term care facility was built. The building was given the correct residential status but the land did not get the residential tax exemption. This problem was fixed for the 2019 taxes but retroactively needs to be corrected for the 2017 and 2018 tax years. [The application has no beginning or end date. The payable amount is \$2,625.79 for 2017 and \$2,584.47 for 2018.]

Motion to Approve: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Agreement #2019-535 with the UT Indigent Defense Funds Board for the appointment of attorneys for legal defense services

**Agreement #2019-535 with the Utah Indigent Defense Funds Board for the appointment of attorneys B. Kent Morgan and Daniel C. Matern for legal defense services on behalf of Angel Christopher Abreu** — *Presented by Commissioner Bob J Stevenson*

This agreement is to appoint the attorneys B. Kent Morgan and Daniel C. Matern for the legal defense of Angel Christopher Abreu. At this time, there are no dates or monetary value attached to this agreement.

Motion to Approve: Com. Kamalu  
Seconded: Com. Stevenson  
All voted Aye

Resolution #2019-536 of appointment of Davis County UCIP representatives

**Resolution #2019-536 of appointment of Davis County representative, Bob Stevenson, and alternate, Neal Geddes, for the Utah County Indemnity Policy (UCIP) Annual Membership Meeting** — *Presented by Commissioner Lorene Miner Kamalu*

Utah County Indemnity Policy (UCIP) is the County's insurance policy and this resolution appoints the Davis County representative as Commissioner Bob Stevenson and Neal Geddes as the alternate. The contract period is 12/05/2019 to 12/05/2019.

Motion to Approve: Com. Kamalu  
Seconded: Com. Stevenson  
All voted Aye

Amendment #2015-327-AA with the UT Dept. of Human Services to increase SFY 2020 funding for the State

**Amendment #2015-327-AA with Utah Department of Human Services, Division of Substance Abuse and Mental Health to increase SFY 2020 funding allocation for State Youth Treatment Implementation Grant Project** — *Presented by Commissioner Lorene Miner Kamalu*

This amendment increases the funding for the State Youth Treatment Implementation grant, which is a pass-through to Davis Behavioral Health. The grant works to improve evidence-based screening,

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Youth  
Treatment  
Implementation  
Grant Project

assessment, treatment and recovery services, expand available services, and enhance the State and local infrastructure to support the families and youth affected. The contract period is 07/01/2019 to 06/30/2020. The pass-through receivable amount is \$108,400, for a total of \$3,723,110.

Motion to Approve: Com. Kamalu  
Seconded: Com. Stevenson  
All voted Aye

Amendment  
#2015-327-AB  
with UT Dept.  
of Human  
Services to  
increase SFY  
2020 funding  
allocation for  
State Opioid  
Response Grant

**Amendment #2015-327-AB with Utah Department of Human Services, Division of Substance Abuse and Mental Health to increase SFY 2020 funding allocation for State Opioid Response Grant — Presented by Commissioner Lorene Miner Kamalu**

This amendment increases the funding for medication-assisted opioid treatment. It is a pass-through to Davis Behavioral Health who also contracts with Discovery Health to assist individuals without insurance to receive care and to support the local Emergency Rooms in treatment. The contract period is 09/30/2019 to 06/30/2020. The pass-through receivable amount is \$303,990, for a total of \$4,027,100.

Motion to Approve: Com. Kamalu  
Seconded: Com. Stevenson  
All voted Aye

Amendment  
#2015-327-AC  
with UT Dept.  
of Human  
Services to  
increase  
funding for  
Strategic  
Prevention  
Framework for  
Prescription  
Drugs

**Amendment #2015-327-AC with Utah Department of Human Services, Division of Substance Abuse and Mental Health to increase SFY 2020 funding allocation for Strategic Prevention Framework for Prescription Drugs — Presented by Commissioner Lorene Miner Kamalu**

This amendment increases the funding for the Strategic Prevention Framework for Prescription Drugs. This program is used for advertising the Prescription Drug Take-Back Day and the Use Only as Directed campaign. The contract period is 07/01/2019 to 06/30/2020. The pass-through receivable amount is \$200,000, for a total of \$4,227,100.

Motion to Approve: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Commissioner Kamalu moved to recess to Board of Equalization. Commissioner Stevenson seconded the motion. All voted Aye.

## BOARD OF EQUALIZATION

---

Property Tax  
Register

Property Tax Register matters were presented by Curtis Koch, Davis County Clerk/Auditor, as follows:

- Under Auditor adjustment appeals is a report with recommended approve appeals totaling \$4,564,787 and a report with no change in value appeals.
- Under Auditor abatements is one late abatement application request.
- Under Auditor corrections are one veteran tax abatement for 2018 and one veteran tax abatement for 2019.
- Under Assessor adjustment corrections is a report with various Assessor initiated corrections.

Motion to Approve: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Commissioner Kamalu moved to reconvene Commission Meeting. Commissioner Stevenson seconded the motion. All voted Aye.

## CONSENT ITEMS

---

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Check Registers

## **Check Registers**

Check Registers were approved.

Motion to Approve: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Indigent  
Hardship  
Abatement  
Register

## **Indigent Hardship Abatement Register**

The Indigent Abatement Hardship Register for the following names were presented for approval:

Ofeilia Garcia  
Julieta Garner

A motion was made to deny both applications and request the individuals to come in for a hearing on a date to be determined after speaking with the applicant.

Motion to Deny and Request Hearings: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

Commission  
Meeting  
Minutes

## **Meeting Minutes**

Meeting Minutes for September 17, 2019, were presented for approval.

Motion to Approve: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

**COMMISSION  
COMMENTS**

---

**Commissioner Kamalu** is very grateful for the Facilities Department; she is the department's temporary Director. The Human Resources Department has been doing a great job working to hire a new Facilities Director. Commissioner Kamalu especially wanted to thank Lane Rose, Assistant Facilities Director, and Sherri Day, Facilities Office Manager, for their work. The Facilities Department has pulled together to keep the work going.

Minutes prepared by:  
Jessy Turner  
Deputy Clerk/Auditor

Minutes approved on: 11/12/19

/s/ Curtis Koch  
Curtis Koch  
Clerk/Auditor

/s/ Randy B. Elliott  
Randy B. Elliott  
Commission Chair