

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## WORK SESSION MINUTES

November 23, 2021

The Board of Davis County Commissioners met for a Work Session at 8:30 a.m. on November 23 2021, in room 306 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Notice of this meeting was given under the requirements of UCA § 52-4-202.

---

### AGENDA AS POSTED

#### Roll Call

**8:30 am** **Animal Care Feasibility Study Discussion**—Presented by Ashleigh Young, Animal Care Director

**9:30 am** **Closed Session**—Motion to adjourn to Closed Session for reasons permitted under Utah Code Annotated §52-4-205 (1)(c ) for strategy sessions to discuss pending or reasonably imminent litigation

#### Adjournment

### DISCLAIMER

The meeting was an open dialogue. Critical points in the discussion have only been briefly summarized. The reader may refer to the audio recording and the publicly distributed materials for further clarification of the content. Timestamps have been noted in the minutes to aid in locating points of discussion in the audio record. The audio recording for this meeting is available based upon the County's current retention schedule.

All documents from this meeting are on file in the Davis County (DC) Clerk/Auditor's office.

### ROLL CALL

Davis County Commissioners in attendance: Bob J Stevenson, and Chair; Randy B. Elliott, Vice-Chair. Lorene Miner Kamalu was excused.

Davis County Staff in attendance: Ashleigh Young, Animal Care Director; Shairise Bills, Deputy Clerk/Auditor; Neal Geddes, Chief Civil Deputy Attorney; Troy Rawlings, County Attorney; Curtis Koch, Clerk/Auditor; Cynda Melville, Commission Office; Lane Rose, Facilities Director; Heidi Voordeckers, Chief Deputy Clerk/Auditor; Cindi Garrick, Purchasing Manager; and Chris Bone, Human Resource Director.

The meeting commenced at 8:33 a.m.

---

### WORK SESSION DISCUSSION

#### **Animal Care Feasibility Study+C29:C49 Discussion—Presented by Ashleigh Young, Animal Care Director (Minute 01:00)**

Ashleigh Young said they chose Citygate Associates, LLC to conduct a comprehensive, nine-month feasibility study for Animal Care. The cost for the study is \$189,525 and will begin on January 1, 2022. It isn't currently in the Animal Care budget for 2022. They met with Citygate to identify these cost-saving options:

1. No evaluation of remodeling feasibility and no remodeling plan development
  - a. Project savings of \$17,535
2. No on-site shelter evaluation by George Miers
  - a. Project savings of \$7,219
3. No Comparable agency Survey (Ashleigh wants to keep this in the study)
  - a. Project savings of \$7,166
4. Reduced level of detail in operational assessment (Ashleigh wants to keep this in the study and feels it will be a massive benefit to the County)
  - a. Project savings of \$8,190

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Ashleigh said the study is critical to the future of Animal Care and wants it done in 2022. To make that happen and offset these costs, she said they could push off the dump truck purchase for one more year (\$52,215) and hold off on hiring a Deputy Director in 2022 (\$62,462). Curtis said putting the cost of this into the cities contracts would be appropriate and that keeping items #1 and #2 are critical if they expect to seek a General Obligation Bond. He said the County should go ahead with the entire feasibility study. The Commissioners agreed that they should move forward with the study and include the cost in the cities contracts and still replace the dump truck. Ashleigh said she would like to wait a while to figure out what kind of person she needs for a Deputy Director before filling that position.

*(See Attachment A.)*

## **Closed Session** *(Minute 15:40)*

Commissioner Stevenson moved to a closed session for reasons permitted under UCA§52-4-205(1)(c) for strategy sessions to discuss pending or reasonably imminent litigation. Commissioner Elliott seconded the motion, and all voted aye.

---

**ADJOURNMENT** The meeting adjourned at 9:26 a.m.

**MATERIALS PRESENTED** All publicly distributed materials associated with this meeting are noted as the following attachments:

A Animal Care Proposed Options

Minutes prepared by:  
Shairise Bills  
Deputy Clerk/Auditor

Minutes approved on: 12/14/2021

/s/ Curtis Koch  
Curtis Koch  
Davis County Clerk/Auditor

/s/ Bob J Stevenson  
Bob J Stevenson  
Commission Chair