

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## WORK SESSION MINUTES

June 29, 2021

The Board of Davis County Commissioners met for a Work Session at 2:45 p.m. on June 29, 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.

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

Davis County Staff in attendance: Rob Sant, Economic Development Division Director, Kent Andersen, Community and Economic Director; Neal Geddes, Chief Civil Deputy Attorney; Chris Bone, Human Resources Director; Rebecca Abbott, Record's Manager; Heidi Voordeckers, Chief Deputy Clerk/Auditor; and Curtis Koch, Clerk/Auditor.

There were no members of the public in attendance.

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**AGENDA AS POSTED** **2:45 p.m. Discussion regarding County Tax Increment Financing Guidelines**

**3:15 p.m. Closed Session for reasons permitted under UCA§52-4-205(1)(a)**

**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 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.

The meeting commenced at 2:47 p.m.

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**WORK SESSION DISCUSSION** **Discussion regarding County Tax Increment Financing Guidelines (Minute 00:57)**

Kent Andersen said the County had had a guiding policy as it evaluates tax increment requests from communities. The Community and Economic Development (CED) department has been working on a document for several years to refine the guidelines further and introduce a matrix. They are here to discuss this with the Commission to see if this should be the department's direction when evaluating tax increment requests.

Rob Sant said the current guiding policy never really made sense. The department started working on some new guidelines that address the details of the project more and moves away from the square footage model they were previously using. While these are just guidelines, Kent said it is helpful for communities to know what things the Commission is looking at for participation. Salt Lake County is the only other county with guidelines. Rob explained the new guidelines include a new matrix they want to use. The matrix is a ranking system based on specific criteria. It is weighted as follows::

<i>Job Creation-Quantity</i>	10%
<i>Job Creation-Quality</i>	23%
<i>City Impact</i>	8%
<i>Overall County Impact</i>	23%
<i>Affordable Housing/Community Services</i>	18%
<i>Viability and Justification of the Project</i>	18%
	100%

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The levels of participation in the project area range from 10-20 years and 40%-90% based on their total score. The guidelines also include a proposed County Administrative Fee to offset the cost related to the administration and management of the project area and a more defined participation process to which the County and all agencies submitting the Tax Increment Finance (TIF) participation request must adhere. Also, the County must enter into an interlocal agreement with the requesting agency for each approved project area.

The Clerk/Auditor commended the CED department for their development of this approach with benchmarks. He said it is perfect for policy and transparency, and it gives guiding principles with a degree of consistency while maintaining flexibility.

CED asked if the Commission would direct staff to go ahead and use this as the guiding policy or adopt it formally. The Commission agreed they should take formal action. CED will put it on the next Commission Meeting agenda for consideration for adoption.

*(See Attachments A1-A7)*

## PUBLIC COMMENT

**Public Comment** (*Minute 19:35*) — **Rhonda Perkes**, from Congressman Chris Stewart's Office, said they would hold a Security Summit on August 6 from 9:00 a.m.-12:00 p.m. at the Grand America Hotel in Salt Lake City. The speakers will be Governor Cox; and Col. Carroll from Hill Air Force Base. For the first time, it will be a bi-partisan summit. (D)Congressman Jim Himes, CT, good friends with Congressman Stewart, will attend along with (R)Congressman Mario Diaz-Balart, FL.

**Closed Session** (*Minute 23:31*)— Commissioner Elliott moved to go into closed session for reasons permitted under UCA§52-4-205(1)(a), Commissioner Stevenson seconded the motion, and all voted aye.

The Commission reconvened the Work Session at 3:21 p.m.

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## MEETING ADJOURNED

The meeting adjourned at 3:21 p.m.

## MATERIALS PRESENTED

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

A1-A7            Discussion regarding County Tax Increment Financing Guidelines

Minutes prepared by:  
Shairise Bills  
Deputy Clerk/Auditor

Minutes approved on: 07/20/2021

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

/s/ Bob J Stevenson  
Bob J Stevenson  
Commission Chair