

COMMISSION MEETING MINUTES
October 13, 2015

The Board of Davis County Commissioners met on October 13, 2015 at 10 am in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Members present were: Commissioner P. Bret Millburn - Chair, Commissioner John Petroff, Jr., Commissioner Jim Smith, Clerk/Auditor Curtis Koch, Chief Deputy Civil County Attorney Neal Geddes and Deputy Clerk/Auditor Janet Hanson.

Agenda as posted

Amended 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, Room 303, Farmington, Utah, commencing at **10:00 a.m. on October 13, 2015.**

OPENING

Pledge of Allegiance – By Invitation

RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS

Public Notice of a public meeting on the proposed transit tax ballot proposition (Proposition 1)
Wed, Oct 21, 2015 @ 6:30 PM

Open House of By-Mail Ballot Processing - October 29th, 2015 / Brian McKenzie, Davis County Elections Manager

BUSINESS/ACTION

Clint Thacker, Davis County Animal Care & Control Director, presenting:

Summary list of agreements for September 2015 animal adoptions (101) (receivable)

Adam Wright, Davis County Public Works Interim Director, presenting:

Agreement with Jones & Associates – engineering services for culvert at 650 W State Street, Farmington (payable)

Lewis Garrett, Davis County Health Department Director, presenting:

Grant award from Utah Division of Solid and Hazardous Waste – funding for promotion and education on proper disposal of used oil and the used oil program (receivable)

Amendment to Memo of Agreement with Utah Dept. of Health – updating special provisions of the Baby Your Baby program (receivable)

Amendment with Utah Dept. of Health – extending the date for EPICC (Environmental Policy & Improved Clinical Care) (receivable)

Agreement with Utah Dept. of Health – funding for Maternal & Child Health and Prenatal to Five Home Visitation Activities (receivable)

Memo of Agreement with Utah Highway Safety Office – provide CPS (Child Passenger Safety) program and activities (receivable)

Mike Moake, Davis County Legacy Events Center Marketing, presenting:

Agreement with Sports Car Club of America – sports car rally course racing (receivable)

Agreement with Cecilia Valdez – space rental for quinceanera (receivable)

Agreements (4) with Simple Treasures – 2016 craft boutique shows (receivable)

Summary list of rental agreements at the Legacy Events Center (16) (receivable)

Chief Deputy Kevin Fielding, Davis County Sheriff's Office, presenting:

Agreement with Second District Court – provide court security and bailiff services (receivable)

Amendment with Second District Court – replacing Paragraph 6 of Attachment A, "Indemnification" (n/a)

Grant application to Utah 911 Committee & Utah Communications Authority – to purchase a new Vesta Phone System (receivable)

Brian McKenzie, Davis County Elections Manager, presenting:

Request appointment of poll workers for the 2015 General Election (Bountiful area) (payable)

Memo of Understanding with Democracy Works – election mail tracking (n/a)

Agreement with Mutton Hollow Improvement District – 2015 General Election services (receivable)

Agreement with Davis School District – 2015 General Election services (receivable)

Commissioner Smith, presenting:

Resolution to approve the amended Interlocal Cooperation Agreement with Jordan River Commission – to comply with House Bill 261 (2015 Legislative Session) (n/a)

Amended Interlocal Cooperation Agreement with Jordan River Commission – to comply with House Bill 261 (2015 Legislative Session) (n/a)

Amendment with Utah Dept. of Human Services, Div. of Substance Abuse & Mental Health – ATR (Access to Recovery) correct Part I, Section A.3 "Type of Contractor" (n/a)

Amendment with Utah Dept. of Human Services, Div. of Substance Abuse & Mental Health – CABHI Homeless Services; 1) additional funding; 2) replace table; 3) replace Part II, Section L "Invoicing" language; 4) replace rate table; 5) add Attachment B; 6) add Attachment C. (receivable)

Commissioner Millburn, presenting:

Resolution to approve the Interlocal Agreement with Redevelopment Agency of Woods Cross City – 2600 South Community Development Project Area for the purpose of encouraging development activities, public infrastructure, land assembly and other uses that directly benefit the Project Area (n/a)

BOARD OF EQUALIZATION

Request approval of the Property Tax Register

CONSENT ITEMS

Meeting Minutes (9/22/15)
Check Registers

COMMISSIONER COMMENTS

PUBLIC COMMENTS (3 Minutes per Person)

Commissioner Smith led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Public meeting
notice re:
Proposition 1

Public notice was given of a public meeting on the proposed transportation tax ballot proposition
(Proposition 1) Wed, Oct 21, 2015 @ 6:30 PM. The meeting will be here at the Davis County
Administration Building, 61 South Main Street, Farmington in the Commission Chambers, room 303.

By-Mail Ballot
Processing
Open House

Brian McKenzie, Davis County Elections Manager in the Clerk/Auditor's Office, indicated that over
half of Davis County's cities are voting by-mail this year. The intention and plan for 2016 is to conduct the
election County-wide by-mail. The Clerk/Auditor's Office understands that with new processes there are a
lot of questions. People want to understand the process, understand the security measures that are in place to
benefit the voters and at the same time maintain the integrity and security of the election process. To answer
those questions, he announced an "Open House of By-Mail Ballot Processing - October 29, 2015, 7-8 pm."
He invited elected officials, candidates, the public and media to attend. There will be staff working and
processing ballots so they can see exactly how it is done. They are holding this in the evening to make it
more available to many more people.

Brian indicated the benefit of vote by-mail to the individual voter is the time and opportunity to
study the issues and candidates. They can then choose how they will cast their ballot.

Commissioner Millburn said this is a good opportunity for the public to understand the process and
have enhanced confidence in what is being done. Curtis Koch hoped to see as many people out as possible
to highlight the secure and transparent nature of vote by-mail.

Summary list
#2015-515 of
Sept animal
adoptions

Clint Thacker, Davis County Animal Care & Control Director, presented a summary list of
agreements #2015-515 for September 2015 animal adoptions (101). The agreements are for various
receivable amounts.

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

Agreement
#2015-516
Jones & Assoc
Engineering
services

Adam Wright, Davis County Public Works Interim Director, presenting:
Agreement #2015-516 with Jones & Associates for engineering services of a culvert at Farmington
Creek - 650 W State Street, Farmington. The benefit of this culvert will take the property out of a flood
plain. Period of contract is on or before October 30, 2015. Payable amount is \$31,861.00. Commissioner
Millburn had documentation that showed \$58,113.00. Adam indicated that some of the permitting had been
completed due to this area having been worked on the past several years and some of the work has already
completed. Commissioner Petroff said that some of the cost is for construction management. What they

want to have is completed drawings so they can be used in the future as well. Commissioner Smith verified with Adam the payable amount was \$31,861.00. Neal indicated, that within the contract itself, it indicated the nuances incorporated so we should be okay as far as the total amount.

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

Grant award
#2015-517 for
used oil
program

Lewis Garrett, Davis County Health Department Director, presented the following:

Grant award #2015-517 from Utah Division of Solid and Hazardous Waste to fund for promotion and education on the proper disposal of used oil and the used oil program. Period of contract is from date of signing until receipt of funds invoiced in 2015. Receivable amount is \$2,003.36.

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

Amendment
#2014-242A
Baby Your
Baby

Amendment #2014-242A to Memo of Agreement with Utah Dept. of Health for the Davis County Health Department as a qualified provider of the Baby Your Baby program, to update the special provisions portion of the contract and the contact person. Period of contract is July 1, 2015 through June 30, 2019. It is a receivable per services provided.

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

Amendment
#2015-104A
EPPIC

Amendment #2015-104A with Utah Dept. of Health extending the date for EPICC (Environmental Policy & Improved Clinical Care) for an additional year. Lewis indicated it is tied to the Affordable Care Act. Period of contract is March 2, 2015 through September 30, 2016. Receivable amount is \$62,500.00.

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

Agreement
#2015-518
Maternal &
Child Health

Agreement #2015-518 with Utah Dept. of Health funding the Maternal & Child Health program. Period of contract is October 1, 2015 through September 30, 2020. Receivable amount is \$86,859.00.

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

MOA
#2015-519
Child
Passenger
Safety

Memo of Agreement #2015-519 with Utah Highway Safety Office to provide continued support for the CPS (Child Passenger Safety) program and activities. Period of contract is October 1, 2015 through September 30, 2016. Receivable amount is \$10,000.00.

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

Agreement
#2015-520
Sports Car
Club rally race

Mike Moake, Davis County Legacy Events Center Marketing, presented the following:

Agreement #2015-520 with Sports Car Club of America for a sports car rally course race. Period of contract is October 17 & 18, 2015. Receivable amount is \$1,840.00.

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

Agreement
#2015-521
Cecilia Valdez
for
quinceanera.

Agreement #2015-521 with Cecilia Valdez for space rental for a quinceanera. Period of contract is April 9, 2016. Receivable amount is \$2,520.00.

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

Agreements
#2015-522
#2015-523
#2015-524

Agreement #2015-522 with Simple Treasures for their March 8-12, 2016 craft boutique show;

Agreement #2015-523 with Simple Treasures for their May 3-7, 2016 craft boutique show;

#2015-525
Simple
Treasures craft
boutiques in
2016

Agreement #2015-524 with Simple Treasures for their September 13-17, 2016 craft boutique show;
Agreement #2015-525 with Simple Treasures for their November 8-12, 2016 craft boutique show
Receivable amount for each agreement is \$3,350.00.

Commissioner Petroff made a motion to approve the 4 agreements with Simple Treasures.
Commissioner Smith seconded the motion. All voted aye. The documents are on file in the office of the
Davis County Clerk Auditor.

Summary list
#2015-526 of
rentals @ LEC

Summary list #2015-526 of rental agreements at the Legacy Events Center (16). They are receivable
amounts.

- | | |
|----------------------------|---------------------------|
| American Bully Kennel Club | Real Kaysville |
| Fun United | Show Off Events LLC |
| Hmong Association | Side by Side Dog Training |
| LAROCA CS | Strikers BM |
| LAROCA LL | Strikers HM |
| Layton Strikers LM | Strikers SM |
| Orbit | Utah Avalanche TP |
| Orbit | Utah Fancy Poultry Assoc. |

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

Agreement
#2015-527
2nd District Ct
security &
bailiff services

Chief Deputy Kevin Fielding, Davis County Sheriff's Office, presented the following:
Agreement #2015-527 with Second District Court to provide court security and bailiff services. There
has been a delay due to renegotiating the fees. Period of contract is July 1, 2015 through June 30, 2016.
Receivable is \$577,353.92 for security services and \$243,122.88 for bailiff services.

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

Amendment
#2015-527A
2nd District Ct

Amendment #2015-527A with Second District Court – replacing Paragraph 6 of Attachment A,
“Indemnification”.

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

Amended grant
application
#2015-220A
To Utah 911 &
UCA

Amended grant application #2015-220A to Utah 911 Committee & Utah Communications Authority –
to purchase a new Vesta Phone System. Period of contract is until project completion. Receivable amount is
\$161,977.92. It was indicated that the other applicants were listed on the application, Layton City and
Clearfield Police, who will be submitting their own signed applications. Commissioner Petroff explained the
funds come from the 911 fees collected. The operation of it will have the three dispatch centers. Chief
Fielding said the monies received will go to each of the entities. Commissioner Millburn noted that the
previous document had a signature page with individual signatures for each entity but understands that now
each entity is submitting their own document.

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

Appointment of
poll workers in
Bountiful

Brian McKenzie, Davis County Elections Manager, presented the following:
Request appointment of poll workers for the 2015 General Election in the Bountiful area. He
explained one of the city council candidates withdrew; therefore there are no contested city council races in
the city and Bountiful City has no need to conduct an election. The County will now conduct the election for
that area in regards to the other ballot questions.

Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All
voted aye.

MOU
#2015-528
Democracy
Works –
elections mail
tracking

Memo of Understanding #2015-528 with Democracy Works. Brian explained they are a non-profit organization that works to improve the election process for voters. They provide different types of services to governmental entities. They have offered a trial run of their Ballot Scout program this year. The Ballot Scout program allows for election mail tracking. This uses information from the postal service with the intelligent mail bar code. Each piece of mail that is sent has a unique intelligent mail bar code. We can keep track of those as they go through the mail process of when they are scanned at post offices and when they are scanned for delivery at homes, etc. We are able to see that all the mail pieces are being delivered when they are supposed to be and that something is not being missed along the way.

The other part of this will allow us to keep track of the mail that is coming back in. Common questions from voters are: “What happens to my ballot after I put it in the mail?” “How do I know that it gets to you?” Part of this, which is currently being tested, would allow a feature for an individual voter to log in and keep track of their individual ballot as it goes through the mail as well. It allows for additional disclosure, additional transparency and additional security. He emphasized that this does not keep track of the voters’ vote. It only keeps track of the envelope as it goes through the mail process.

This year there is no cost to the service. It will be used in conjunction with other services to determine which the best one for us to use is.

Curtis Koch said this is another effort to make sure that vote by-mail is secure and transparent. If the voters have concerns, i.e. when they put the ballot in the mail box, does it get back to us? This tracking system assures them we will know where it is in the mail system.

Commissioner Millburn asked if the bar code was assigned to an address or to an individual. Brian confirmed it is tracked by individual. Commissioner Petroff asked if the bar code is on the first piece that is removed once it is delivered back to the County. Brian confirmed that it was. He also indicated the County does not have the type of scanner required to read the bar code. It is an internal system of the postal service. Curtis said he and his staff have gone through a variety of scenarios to ensure the secrecy of the ballot and the security of the ballot processes. Brian said that due to utilizing this process, he knows that 99.47% of the ballots arrived at their destination.

Period of contract is through the 2015 General Election. There is no cost for this years’ service.

Commissioner Smith made a motion to approve with the understanding that it is non-binding for the future. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement
#2015-529
Mutton Hollow
Improvement
Dist for
elections
services

Agreement #2015-529 with Mutton Hollow Improvement District for 2015 General Election services. Period of contract is the 2015 General Election. Receivable amount is per fee schedule as listed in Exhibit A.

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

Agreement
#2015-530
Davis School
District for
elections
services

Agreement #2015-530 with the Davis School District for 2015 General Election services. Period of contract is the 2015 General Election. Receivable amount is per fee schedule as listed in Exhibit A.

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

Commissioner Smith, presented the following:

Resolution
#2010-264A to
amend ICA
Jordan River
Commission

Resolution #2010-264A to approve the amended Interlocal Cooperation Agreement with the Jordan River Commission to be in compliance with House Bill 251 (2015 Legislative Session). The bill makes amendments to the governance of interlocal entities. Commissioner Smith explained Davis County is a member of the Jordan River Commission by having a few hundred yards of the Jordan River located in North

Salt Lake.

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

Amended ICA
#2010-264A
Jordan River
Commissioner

Amended Interlocal Cooperation Agreement #2010-264A with Jordan River Commission to be in compliance with House Bill 251 (2015 Legislative Session).

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

Amendment
#2013-397C
UT Div of
Substance
Abuse &
Mental Health
re: ATR

Amendment #2013-397C with Utah Dept. of Human Services, Div. of Substance Abuse & Mental Health for the ATR (Access to Recovery) program to correct Part I, Section A.3 "Type of Contractor" to read as follows: The local authority is a "Service Provider." A service provider is a private or government entity that receives funds from DHS/DSAMH for services provided to clients under a program developed by DHS/DSAMH. Period of contract is July 1, 2013 through September 30, 2016. Receivable funds are a pass-through to Davis Behavioral Health.

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

Amendment
#2014-409B
UT Div of
Substance
Abuse &
Mental Health
re: CABHI
Homeless
Services

Amendment #2014-409B with Utah Dept. of Human Services, Div. of Substance Abuse & Mental Health for CABHI Homeless Services with the following changes; 1) additional funding; 2) replace table; 3) replace Part II, Section L "Invoicing" language; 4) replace rate table; 5) add Attachment B; 6) add Attachment C: Contractor's supplemental budget. Period of contract is through September 30, 2017. Additional receivable amount is \$39,500.00 (total contract amount \$131,400.00) which are a pass-through to Davis Behavioral Health.

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

Commissioner Millburn, presented the following:

Resolution
#2015-531 to
approve
Interlocal
agreement with
RDA of Woods
Cross for a
2600 S
Community
Development
Project Area

Resolution #2015-531 to approve the Interlocal Agreement with Redevelopment Agency of Woods Cross City for the 2600 South Community Development Project Area for the purpose of encouraging development activities, public infrastructure, land assembly and other uses that directly benefit the Project Area. Commissioner Millburn indicated this is where the old K-Mart building and property is located. It is proposed that Davis County will participate for 15 years at 50% tax increment with a cap of \$1,839,228.00.

Commissioner Millburn introduced Jason Burningham, of Lewis Young Robertson Burningham. Jason said there is a developer and 3 tenants ready to move forward with the project. The other taxing entities have been through this process; Davis School District, South Davis Recreation District and the sewer district. The only other entity that has not finalized the process is Weber Basin Water. They will be meeting with them this coming week. The K-Mart building will be demolished with new retail and commercial office buildings will be built around it. There have been some improvements made on Wildcat Way which has greatly improved access to this location. They are pleased that property owners are finally willing to have the same vision for the project.

Commissioner Smith asked for clarification of the acronyms RDA and CDA. Jason answered saying the Redevelopment Agency (RDA) of Woods Cross City is a local political subdivision formed by Woods Cross City. The RDA is the entity that can then create a project area. The project area they have chosen to create is called a Community Development Area (CDA). The RDA is the Board. They can create three types of projects: URA (Urban Renewal Redevelopment); CDA's which this is one; and an EDA (Economic Development Areas).

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

Interlocal Agreement #2015-531 RDA of Woods Cross City for a 2600 S Community Development Project Area

Interlocal Agreement #2015-531 with Redevelopment Agency of Woods Cross City for the 2600 South Community Development Project Area for the purpose of encouraging development activities, public infrastructure, land assembly and other uses that directly benefit the Project Area. Period of contract is for 15 years at 50% tax increment with a cap of \$1,839,228.00.

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

Jason invited the Commissioners to a proposed groundbreaking of the project by the developer Thackeray Garn.

BOE

Commissioner Smith made a motion to convene as Board of Equalization. Commissioner Petroff seconded the motion. All voted aye.

Property Tax Register approved

Curtis Koch, Davis County Clerk/Auditor, presented the Property Tax Register which reflected: 4 corrections for tax exempt entities purchasing or selling property: 1 veteran abatement; 6 personal property corrections; and 2 real property corrections.

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

Reconvene

Commissioner Petroff made a motion to reconvene Commission Meeting. Commissioner Smith seconded the motion. All voted aye.

Commission Meeting minutes approved

Commissioner Smith made a motion to approve Commission Meeting minutes of September 22, 2015. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Check registers approved

Check registers as prepared by the Davis County Clerk/Auditor were approved with a motion by Commissioner Petroff. Commissioner Smith 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 Petroff said the weather is beautiful. They have been spending a lot of time inside working on budgets. He said we are appreciative of our budget officer (Curtis Koch) and his team for all the work they have been doing. These are stressful times and it is a lot of work. It doesn't happen in the last week or so. They have piled some of the stress on them and they will have to do something with it. It is too bad to be inside with this kind of weather. They are here working.

Commissioner Smith said this was his first budget session and they are going through daily grueling things. He had looked forward to it on the one hand and dreaded it on the other hand. It has been an eye opening experience to watch how people care about the trust that we have having the fiduciary responsibility for tax payer money, which he appreciates very much. Part of him looks forward to the next phase, the other part dreads the next phase. They'll have some good communication. "Hats off to the Clerk/Auditor and his entire staff for a job well done, so far."

Commissioner Millburn echoed those comments. There is a lot of hard work that goes into this process with everybody sitting down and rolling up their sleeves and doing their due diligence. It is not easy. As you listen to each department and the things they are charged with doing and providing services, they can give a very compelling statement and reason for what they do and the resources they feel they need. There is always more need than there are resources. It then falls upon the Budget Committee and, ultimately the

Commission, to be as effective with the resources that we can. He said it will make us all a little greyer. To add injury to insult is when you have such good weather and you're sitting in a room full of windows, you see that good weather and think of a lot of other places you would rather be. It is all good.

Curtis Koch thanked the Commissioners for their kind comments. He appreciates the Commissioners' engagement in the budget process this year. He said, "To go on the record, this is horrible weather! I would prefer snow in the mountains. I need snow, a good base for the ski season. Again for the record, this is horrible weather!"

Neal Geddes asked if we could adjourn this meeting to Davis Park (Golf Course). We can decide if it is good weather or bad weather.

Commissioner Smith teased saying he has seen Curtis golf and understands why he likes the winter weather.

No public comments:

Meeting adjourned

Clerk/Auditor

Chair