

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION WORK SESSION MEETING MINUTES

September 25, 2018

The Board of Davis County Commissioners met for a work session meeting on Tuesday, September 25, 2018 at 9:00 am at the Davis County Administration Building, 61 South Main Street, Farmington, Utah, in room #306. Notice of this meeting was given in accordance with the requirements of UCA § 52-4-202.

Present were: Commissioner Randy B. Elliott, Chair; Commissioner P. Bret Millburn, Vice-Chair; Curtis Koch, Davis County Clerk/Auditor; Neal Geddes, Chief Civil Deputy County Attorney; Heidi Voordeckers, Chief Deputy Audit/Finance; Mack McDonald, Davis County Facilities Director; and Shairise Bills, Deputy Clerk/Auditor.

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

### OPENING

The meeting convened at 9:03 a.m.

### WORK SESSION DISCUSSION

The agenda of this meeting was Davis County Existing Facilities and Improvements and more specifically:

Memorial Courthouse Architect/Construction  
DMV Direction  
Lease/Contracts

Commissioner Smith joined the meeting at 9:10 am.

Mack led this discussion. He would like to finalize the Memorial Courthouse reuse plan and is seeking guidance on how to proceed. There have been previous discussions leading up to this point. There were two master plans that were considered, with community input, to maximize the Memorial Courthouse campus to allow for the most number of buildings and parking accommodations. The first option is to renovate the Memorial Courthouse and do seismic upgrades to the whole building. The second, and preferred option by Facilities, is to demolish the [1957 and 1970's additions] of the building, restore the Memorial Courthouse portion, and construct an additional building. The concept drawings of each were presented and explained. Parking availability, square footage, and layout was also discussed with both options. *(See Attachments B1-B23 for the plan renderings of both options.)* One outcome, whatever option is chosen, will help revitalize historic Main Street.

It was noted that there is a desire to curb the traffic between the Administration building and the Courthouse by possibly creating a civic plaza-like quality on the south side of the Courthouse that could incorporate existing memorials into the design. Several possible design ideas were discussed.

Overall costs for both options were discussed. The first option would be limited to the existing footprint with seismic upgrades to the two additions of the building (52,376 sq. ft.) and restoration of the Memorial Courthouse portion (21,000 sq. ft.) at a cost of \$20 million. All three sections need seismic upgrades. This option does not allow for any changes to interior walls, columns, etc. The second option would include seismic upgrades and renovation of the Memorial Courthouse, demolition of the two additions of the building, and construction of a new building (43,350 sq. ft.) with more efficient use of space as compared to the first option. The second option would cost \$16.8 million and would include the interior finishes and defined spaces. *(See Attachments C1- C12 for complete costing scenarios for both options.)*

There was some discussion of how the building is currently being used and the potential uses of the building after the project is complete. There are some non-profit organizations that are currently using some space as well as various County departments. The suggestion was made to house all departments with public interface in the administrative building. It may warrant changing which departments are ultimately housed in that building to better accommodate department functions and public accessibility. Those decisions will be made once restoration and construction have been completed. *(See Attachment D for Existing and Potential Uses of the facility.)*

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It was explained that there are currently some major issues with the HVAC and fire panel in the existing building that need immediate attention, in excess of \$70,000, which cannot be justified as expenditures given the future costs of renovating the building. These issues prompted Facilities to seek direction of what next steps need to be taken to move this project along. Options for temporarily relocating the existing occupants of the building elsewhere while renovations are being completed were also discussed, including leasing office spaces and modular units.

There was further discussion of what the renovation/construction costs would consist of while looking at future growth potential. Mack would like to restore the space back to the original for consistency. Curtis reminded everyone that the budget is \$10 million. Commissioner Millburn acknowledged Curtis' reminder and shared his opinion of the balance needed to maximize existing resources while planning for the future. Commissioner Smith is hesitant to just gut the interior of the building. This discussion is set to be continued in another work session on October 2, 2018.

MEETING  
ADJOURNED

The meeting was adjourned at 9:56 a.m.

All publicly distributed materials associated with this meeting are noted as follows:

- A1-A2. Agendas
- B1-B23. Memorial Courthouse Campus Master Plan, Development Guidelines and Implementation
- C1-C12. Memorial Courthouse Campus Appendix- Costing Scenarios
- D. Existing and Potential Uses Diagram

Minutes prepared by:

Shairise Bills  
Deputy Clerk/Auditor

Minutes approved on: October 23, 2018

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Curtis Koch  
Davis County Clerk/Auditor

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Randy B. Elliott  
Commission Chair