

COMMISSION MEETING MINUTES
July 18, 2017

The Board of Davis County Commissioners met on July 18, 2017 at 10:00 AM in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Members present were: Commissioner James E. Smith - Chair, Commissioner P. Bret Millburn, Commissioner Randy B. Elliott, Clerk/Auditor Curtis Koch, Chief Civil Deputy County Attorney Neal Geddes and Deputy Clerk/Auditor Shauna Brady.

Agenda as posted

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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, Suite 303, Farmington, Utah, commencing at **10:00 AM on Tuesday, July 18, 2017.**

OPENING:

Pledge of Allegiance – By Invitation

RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS:

- Proposed West Davis Corridor route update by Randy Jefferies, UDOT Project Manager
- 2016 Comprehensive Annual Financial Report – Ulrich & Associates PC, CPAs
- Public Notice – Commissioners will attend Centerville City Council work session @ 5:30 pm and meeting @ 7 pm on July 18th

BUSINESS/ACTION:

Melissa Muir, Davis County Fair Intern, presenting:

Agreement with Intermountain Golf Cars, Inc. – provide golf carts for 2017 Davis County Fair workers (payable)

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

Agreement with Golden Spike Dog Club – rental space at Legacy Events Center for Agility Dog Show (receivable)

Brooks Burr, Davis County Fair Coordinator, presenting:

Agreement with Matt's Place – 2017 Davis County Fair sponsorship (receivable)

Agreement with RAM Rodeo – 2017 Davis County Fair sponsorship (receivable)

Agreement with Utah State University-Kaysville – advertisers at 2017 Davis County Fair (receivable)

Brian Hatch, Davis County Health Director, presenting:

Agreement with Apple Tree Assisted Living – provide direct purchase of needed in-home services for clients (payable)

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

Grant award from Utah Division of Emergency Management – FY2017 EMPG (Emergency Management Performance Grant) funds to be used for salary, benefits, supplies, travel, etc. (receivable)

Agreement with the Davis Conference Center – Davis County Sheriff's Office 2017 Awards Banquet (payable)

Redd Roofing Company – re-roof fuel island at Davis County Sheriff's Office

Commissioner Smith presenting:

Amendment with Utah Dept. of Human Services, Division of Substance Abuse & Mental Health – approval of Substance Abuse Area Plan and award of funding allocation for State FY2018

Brian McKenzie, Davis County Deputy Clerk/Auditor, presenting:

Agreement with Benchland Water District – election services for 2017 Primary & General Elections (receivable)

Agreement with Central Davis Sewer District – election services for 2017 Primary & General Elections (receivable)

Agreement with Hooper Water Improvement District – election services for 2017 Primary & General Elections (receivable)

Agreement with Mutton Hollow Improvement District – election services for 2017 Primary & General Elections (receivable)

Agreement with South Davis Water District – election services for 2017 Primary & General Elections (receivable)

PUBLIC HEARING

Curtis Koch, Davis County Clerk/Auditor, presenting:

Consideration of approval by resolution for additional budget appropriation requests. Budget increases will be funded by new revenues and/or monies unspent in the prior year.

BOARD OF EQUALIZATION:

Property Tax Register

CONSENT ITEMS:

Check Registers

Indigent Hardship Abatement Register

Commission Meeting Minutes 6 13 17

COMMISSIONER COMMENTS

PUBLIC COMMENTS (3 Minutes per Person)

Pledge of Allegiance

Heidi Voordeckers, Davis County Chief Deputy Auditor/Finance, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Randy Jefferies, Utah Department of Transportation (UDOT) Project Manager, presented an update to the proposed West Davis Corridor route. He said that after seven years of careful study, public outreach and rigorous analysis, the West Davis Corridor is in its final stages of approval. This preferred alternative provides a long term solution for reducing congestion while minimizing its impact on the environment. From a video, map and comments presented by Mr. Jefferies, we learned the following:

- The number of households in western Davis and Weber Counties is projected to increase by more than 65 percent by 2040.
- UDOT and the Federal Highway Administration (FHA) have analyzed 51 alternative plans to reduce congestion.
- The 19-mile route from Farmington to West Point would connect with I-15 and Legacy Parkway at Glovers Lane (south end) and State Route 37 at 4000 West (north).
- The planned corridor will include “dark sky” lighting and noise-reducing pavement.
- Lighting will be placed only at on/off ramps and be directed downward.
- The height of the highway will be at the lowest level possible.
- A 20-mile bike trail will run parallel to the Corridor and connect with the Legacy Parkway path creating a total of 38 trail miles from Hooper to Salt Lake City.
- UDOT will acquire and improve vacant property west of the corridor adding over 1,000 acres to the Great Salt Lake Shoreline Preserve and Farmington Bay Water Management.
- More information is available at udot.utah.gov/westdavis and at city offices and libraries.
- Public comments are welcome through August 31 by submitting them online via email to westdavis@utah.gov or by mail to 466 North 900 West, Kaysville, UT 84037.
- The FHA will deliver a decision this fall.
- Corridor construction could begin as early as 2020 and completed in 2022.

Commissioner Elliott asked if the mitigation properties are going to be turned over for a wildlife reserve or used as farmland. Mr. Jefferies said none of the mitigation properties are used currently as crop land and most is wetland or wildlife upland.

Commissioner Millburn said it is difficult to make everyone happy and commended Mr. Jefferies and his team for the tremendous job they have done to hear all voices. In response to Commissioner Millburn’s inquiries, Mr. Jefferies described the noise-reducing texture of the pavement that will be used on the road. He also addressed the design and engineering of the trails. Farmington, Layton and Kaysville have differing choices on where to build the trails and will each be responsible for the long term maintenance of trails within their city limits.

Commissioner Smith disagreed with Commissioner Millburn’s statement that it is “difficult” to make everyone happy. He declared it is “impossible” to make everyone happy. However, the process is working and he appreciates very much the work that has been done to get it to this point.

Mr. Jefferies confirmed they are planning to widen the Park Lane structure to provide safe passage for bikes and pedestrians to cross over to Farmington’s Station Park and the Frontrunner Station. Funding is in place if it is decided to construct it in advance of the corridor.

Following his presentation, Mr. Jefferies met in another room to answer questions from concerned citizens in attendance at the meeting.

Curtis Koch, Davis County Clerk/Auditor, introduced independent auditor Mike Ulrich, Ulrich & Associates PC, CPAs, to present the 2016 Davis County Comprehensive Annual Financial Report (CAFR) representing the financial position of the County as of December 31, 2016.

Highlights from Mr. Ulrich's remarks:

- The County had a decrease of just under \$1 million in the General Fund as compared to the prior year, but a \$7.5 million excess of revenues over expenditures. The end-of-year fund balance was \$18.7 million and within state statutes. Of that amount, \$18.4 is available in this fiscal year. (Page 38)
- The Final Actual General Fund revenues were \$69,374,000, which is more than what was budgeted. (Pages 78-79)
- Sales and property taxes were above what was budgeted, showing economic recovery.
- There were no reports of significant over-spending by the departments. (Pages 79-80)
- The excess of revenues over expenditures were originally estimated to be \$4.4 million. Through the budget process, that was reduced to \$3.1 million. The actual amount spent was \$7.5 million. (Page 80)
- Other County overall fund balances are all in the positive.
- Golf and commissary funds are designed to be covered by fees charged. Although the fees were insufficient in the past year, there are sufficient liquid assets to cover the expenditures. These funds will be monitored from year to year. (Page 43)
- A statistical report can be found in the back of the CAFR.
- The state reports indicate the County is in compliance with everything except for one required report to be prepared for the Commission at least quarterly that shows budget to actual expenditures.
- Comments regarding Federal Funds indicate we need to do a better job of monitoring funds with Davis Behavioral Health.

Mr. Ulrich commended Curtis and the Clerk/Auditor staff, with special recognition going to Doug Stone, Davis County Lead Reporting Auditor, for putting the report together. He said everything in the report was very positive.

Curtis expressed appreciation to Mr. Ulrich and his staff for their efforts to complete the audit and provide suggestions on how to improve going forward. He also commended Doug and staff members Heidi Voordeckers, LynnAnn Winterton and Dax Teuscher. He said he appreciates the efforts of employees in the other departments that have financial responsibilities. Everyone's efforts have made it possible to receive the Certificate of Achievement from the Government Finance Officers Association for 23 consecutive years.

Commissioner Smith said he never wants our folks to think that this is something we take for granted. The right kind of accounting and accuracy in what we account makes all of the difference in the world as the County makes business decisions. He sees us beefing up accounts for what we want to accomplish in the future and making very smart moves with the public funds. He appreciates the quality, expertise and professionalism of the Clerk/Auditor staff.

Commissioner Millburn expressed appreciation for all the hard work that goes into having a solid financial state.

Mr. Ulrich commented that to have received the Certificate of Achievement for 23 years is very uncommon throughout the nation. He said that throughout the audit, the Clerk/Auditor staff was very professional and cooperative.

Curtis mentioned that regarding the golf funds, changes were made this year to increase the fees. "We saw that coming and are being pro-active by increasing the fees to cover the expenditures." He also pointed to an initiative they are taking on. In addition to the quarterly reports, they will be working to release a Popular Annual Financial Report (PAFR), which is basically a CAFR that is a little friendlier to folks that don't work daily with government finance. That will go out to the public in a revised budget format that is more concise. Commissioner Millburn asked if the PAFR is like a "CAFR for Dummies." Curtis said he had no comment on

that, but did say it will provide another layer of transparency and his office looks forward to producing it within the next 12 months.

Public Notice of attendance at Centerville City Council

Public Notice was given for the commissioners' attendance at the tonight's (July 18) Centerville City Council Work Session at 5:30 pm and Council meeting at 7 pm.

Agreement #2017-306 with Intermountain Golf Cars, Inc. to provide golf carts for 2017 Davis County Fair workers

Melissa Muir, Davis County Fair Intern, presented agreement #2017-306 with Intermountain Golf Cars, Inc. to provide golf carts for the workers of the 2017 Davis County Fair. The payable contract amount is \$3,650.00. The contract dates are August 14-21, 2017.

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

Agreement #2017-307 with Golden Spike Dog Club for LEC rental space for dog show

Mike Moake, Davis County Legacy Events Center Marketing & Events Coordinator, presented agreement #2017-307 with the Golden Spike Dog Club for rental space at the Legacy Events Center for the Agility Dog Show. Mike commented this show will draw participants from all over the western United States. The receivable contract amount is \$2,359.00. The contract dates are January 24-28, 2018.

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

Brooks Burr, Davis County Fair Coordinator, presented the following:

Agreement #2017-308 with Matt's Place for sponsorship of the 2017 Davis County Fair

Agreement #2017-308 with Matt's Place for sponsorship of the 2017 Davis County Fair. Brooks explained this will create public awareness of autism, as supported by this non-profit organization. The receivable contract amount is \$1,000.00. The contract dates are August 16-19, 2017.

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

Agreement #2017-309 with RAM Rodeo for sponsorship of the 2017 Davis County Fair

Agreement #2017-309 with RAM Rodeo for sponsorship of the 2017 Davis County Fair. The receivable contract amount is \$3,500.00. The contract dates are August 16-19, 2017.

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

Agreement #2017-310 with Utah State University-Kaysville as advertisers at the 2017 Davis County Fair

Agreement #2017-310 with Utah State University-Kaysville to be a sponsor of the 2017 Davis County Fair and advertise their programs through posting a series of banners in the Legacy Events Center. The receivable contract amount is \$1,150.00. The contract dates are July 2017 – July 2018.

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

Agreement #2017-311 with Apple Tree Assisted Living for in-home services

Brian Hatch, Davis County Health Director, presented agreement #2017-311 with Apple Tree Assisted Living to provide for the direct purchase of needed in-home services for clients of Davis County. The payable contract amount is service dependent. The contract dates are July 1, 2017 through June 30, 2019.

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

Chief Deputy Kevin Fielding, Davis County Sheriff's Office, presented the following:

Grant award #2017-187A from Utah Division of Emergency Management for FY2017 EMPG

Grant award #2017-187A from the Utah Division of Emergency Management for the FY2017 Emergency Management Performance Grant (EMPG). The funds from this grant will be used to help fund the salary and benefits of the Davis County Emergency Program Manager, as well as travel/training expenses. The grant amount is \$65,800.00. The contract period is January 1 – December 31, 2017.

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

Agreement
#2017-312 with
DCC for DCSO
2017 awards
banquet

Agreement #2017-312 with the Davis Conference Center for reserved space and meals for the Davis County Sheriff's Office 2017 Awards Banquet. Chief Deputy Fielding explained that it is anticipated that funding from the Davis County Sheriff's Office Honorary Colonels will offset the costs of the banquet. The contract amount is a \$7,008.00 minimum and will require a budget change. The contract date is December 7, 2017.

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

Agreement
#2017-313 with
Redd Roofing Co
to re-roof DCSO
fuel island

Agreement #2017-313 with Redd Roofing Company to re-roof the fuel island at the Davis County Sheriff's Office. The payable contract amount is \$7,952.00. The contract period is until completion.

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

Amendment
#2015-327G with
Utah Dept. of
Human Services
DSAMH for
FY2018 funds

Commissioner Smith presented amendment #2015-327G with the Utah Department of Human Services, Division of Substance Abuse & Mental Health for approval of the Substance Abuse Area Plan and award of funding allocation for State FY2018. The award amount is \$3,584,293.00. This is a pass-through to Davis Behavioral Health and has a local match amount of \$331,097.00. The contract period is July 1, 2017 through June 30, 2018.

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

TABLED:
Agreements with
Benchland Water
Central Davis
Sewer, Hooper
Water, Mutton
Hollow
Improvement
District, South
Davis Water
District

Curtis Koch requested the following agreements for election services for the 2017 primary and general elections be tabled pending an accompanying resolution:

Benchland Water District
Central Davis Sewer District
Hooper Water Improvement District
Mutton Hollow Improvement District
South Davis Water District

Commissioner Millburn made a motion to table each agreement. Commissioner Elliott seconded the motion. All voted aye.

Open Public
Hearing

Commissioner Millburn made a motion to open the Public Hearing. Commissioner Elliott seconded the motion. All voted aye.

Resolution
#2017-314
for additional
budget
appropriation
requests (budget
opening)

Curtis Koch, Davis County Clerk/Auditor, presented resolution #2017-314 for consideration of approval for additional budget appropriation requests. The budget increases will be funded by new revenues and/or monies unspent in the prior year. They were presented as follows:

July 18, 2017 Resolution & Budget Opening Items						
Fund/Dept.	Rev/Exp	Account #	Account Name	Increase	Decrease	Reason
FUND 10 GENERAL FUND						
Non-Departmental	E	10-4150-531	TANS Interest	\$ 45,000		Tax year 2017 TANS fees and interest
Clerk/Auditor	E	10-4141-110	Payroll	\$ 2,890		Additional temporary staffing required to fulfill contract 207-06, assisting LG's office with signature verification
Clerk/Auditor	R	10-3690-170	Election Revenues		\$ 2,890	Additional temporary staffing required to fulfill contract 207-06, assisting LG's office with signature verification
Clerk/Auditor	E	10-4141-110	Payroll	\$ 6,000		1/yr contingency payroll to fund temporary assistance in Tax Admin in anticipation of heavy appeals period
Clerk/Auditor	E	10-4150-110	Payroll		\$ 6,000	1/yr contingency payroll to fund temporary assistance in Tax Admin in anticipation of heavy appeals period
Sheriff	E	10-4210-630	Equipment	\$ 9,050		2016 budget item 56519 received in 2017 (vendor originally sent wrong item)
			Net Increase of Expenses	\$ 56,940		
			Net Increase of Revenue	\$ 2,890		
FUND 18 TOURISM						
Events Center	E	18-4620-260	Bldg & Grounds Maint	\$ 77,809		Contract 2016-363 - project funded in 2016 but not completed until 2017 - events center parking lot sealant
Events Center	E	18-4620-740	Equipment	\$ 12,000		Software package for irrigation controls not needed (budget item 65688), transfer funds to cover irrigation equipment
Events Center	E	18-4620-691	Software		\$ 12,000	Software package for irrigation controls not needed (budget item 65688), transfer funds to cover irrigation equipment
Davis Conference Center	E	18-4650-260	Bldg & Grounds Maint	\$ 95,000		HVAC rehab at Davis Conference Center
			Net Increase of Expenses	\$ 172,809		
			Net Increase of Revenue	\$ -		
FUND 25 SPECIAL SERVICES AREA						
Special Service Area	E	25-4242-621	Contract Services	\$ 63,000		Additional projects related to Chevron improvements.
Special Service Area	R	25-3431-000	Bldg Inspection Fees	\$ 63,000		Additional projects related to Chevron improvements.
			Net Increase of Expenses	\$ 63,000		
			Net Increase of Revenue	\$ 63,000		
FUND 62 TELEPHONE AND SECURITY						
Email Allocation	E	62-4823-265	Software Maintenance	\$ 3,000		Additional mailboxes needed for name changes and terminated employees.
Email Allocation	R	62-3703-000	Email Allocation	\$ 3,000		Additional mailboxes needed for name changes and terminated employees.
			Net Increase of Expenses	\$ 3,000		
			Net Increase of Revenue	\$ 3,000		
NET (USE OF) / CONTRIBUTION TO FUND BALANCE						
			Total Increase of Expenses	\$ 295,749	\$ (54,050)	Fund 10
			Total Increase of Revenue	\$ 68,890	\$ (172,809)	Fund 18
					\$ -	
			Net Effect on Total Fund Bal.	\$ (226,859)	\$ (226,859)	Total Use of Fund Balance

Commissioner Smith invited public comment in regard to the budget changes. Seeing none, Commissioner Millburn made a motion to close the public hearing. Commissioner Elliott seconded the motion. All voted aye.

Commissioner Millburn made a motion to approve the resolution and budget opening items as presented. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

BOE

Commissioner Millburn made a motion to recess to Board of Equalization. Commissioner Elliott seconded the motion. All voted aye.

Property Tax Register approved

Curtis Koch presented the Property Tax Register which reflected Auditor adjustments: 4 veteran exemptions for 2016; Assessor adjustments: one Personal Property Penalty Waiver for \$789.45; and various Assessor initiated corrections.

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

Reconvened

Commissioner Elliott made a motion to reconvene Commission Meeting. Commissioner Millburn seconded the motion. All voted aye.

Check register approved

Check registers as prepared by the Davis County Clerk/Auditor were approved with a motion by Commissioner Elliott. Commissioner Millburn seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Indigent Hardship Abatement Register approved

The Indigent Hardship Abatement Register for Alan A. Ross was approved with a motion by Commissioner Elliott. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Meeting minutes
approved

Commissioner Millburn made a motion to approve the June 13, 2017 Commission Meeting minutes.
Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis
County Clerk/Auditor.

Commission
Comment

Curtis Koch wished everyone a happy July 24th.

Public Comment

No public comment.

Adjourned

Meeting adjourned.

Clerk/Auditor

Chair