

COMMISSION MEETING MINUTES  
November 24, 2009

The Board of Davis County Commissioners met in room 236 of the Davis County Courthouse, Farmington, Utah on November 24, 2009 at 10:00 a.m. Members present were Chairman P. Bret Millburn, Commissioner John Petroff Jr., Commissioner Louenda H. Downs, Clerk/Auditor Steve S. Rawlings, Chief Deputy Civil Attorney Gerald E. Hess, and Deputy Clerk/Auditor Linda May.

Chairman Bret Millburn led the Pledge of Allegiance. All were invited to stand and join in.

Courthouse  
Closed Nov 26  
& 27 for  
Thanksgiving  
Holiday

Chairman Bret Millburn reminded everyone the Davis County offices will be closed on November 26 and 27 for the Thanksgiving Holiday. Thanks to those who are on-call and for law enforcement officers who will still be on duty.

2010 Budget  
Available to  
Public on Nov  
25

The 2010 budget information will be placed on the counter at the Commission Office and Clerk/Auditor's Office on November 25 for public review. It will also be on-line at the County's website. December 8, 2009 at 6:00 pm a budget hearing will be held at Farmington Junior High School.

Agreement  
#2009-354 &  
Notice to  
Proceed Bowen  
Construction  
Co. for DSB  
Channel  
Reconstruction

Kirk Schmalz, Davis County Public Works Director, presented agreement #2009-354 and Notice to Proceed with Bowen Construction Company. The company will do the DSB channel reconstruction from 600 West to Legacy Parkway. It is payable of \$2,063,211.00. Commissioner Downs made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. Document on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2009-355 UT  
Dept of Health  
for Annual  
WIC Funding

Diana Reich, Davis County Health Department, presented agreement #2009-355 with the Utah Department of Health. This is for the annual renewal of the WIC contact. This agreement replaces #2009-296 that has not been fully signed. The funding will be a receivable of \$860,053.00 for a contract period of October 1, 2009 thru September 30, 2010. Commissioner Downs made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. Document on file in the office of the Davis County Clerk/Auditor.

Amendment  
#2009-143A  
UT Dept of  
Health for C-3  
Funding for  
Community  
Collaboration  
Program

Diana Reich presented amendment #2009-143A with the Utah Department of Health. It is an increase in funding for the Community Collaboration program that was not included in the Department of Health C-3 original contract. It is a receivable of \$90,000.00. The contract will run through June 30, 2010. Commissioner Petroff made a motion to approve. Commissioner Downs seconded the motion. All voted aye. Document on file in the office of the Davis County Clerk/Auditor.

Amendment  
#2009-149A  
UT Dept of  
Health for C-4  
Funding for  
Immunization  
Program

Diana Reich presented amendment #2009-149A with the Utah Department of Health. This amendment is Cluster 4 funding to increase funds for the immunization program. It is a receivable of \$18,800.00 and also requires a budget change. The budget change is to increase line item 15-3340-056 Immunization by \$18,800.00; increase line item 15-4314-610 Misc Supplies by \$18,300.00; and increase line item 15-4314-220 Public Notices by \$500.00. Commissioner Downs made a motion to approve the amendment and the budget change. Commissioner Petroff seconded the motion. All voted aye. Document on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2009-356  
Alpha Corps to  
Install Security  
Devices for  
Weatherization  
Program

Luke Love, Davis County Facilities Management Assistant Director, presented agreement #2009-356 with Alpha Corps. The company will install CCTV cameras and access controls per the schedule 1 as listed in the agreement for the Freeport Center Warehouse Building A-16, Section D. It is the area being used by the Weatherization Program. It is a payable of \$16,600.00. Commissioner Downs made a motion to approve.

Commissioner Petroff seconded the motion. All voted aye. Document on file in the office of the Davis County Clerk/Auditor.

Approval of  
Revision for  
Transportation  
Policy #210

Mel Miles, Davis County Personnel Director, requested approval of revisions to the Transportation Policy #210. The revisions have been sent to the commissioners for review as well as having been reviewed by the Davis County Risk Management Committee. States Insurance (excess insurance provider) has recommended the changes related to fatigue driving, safe trailer usage, unattended vehicles, safe backing and use of seat belts and securing passengers. The changes are common-sense provisions. Commissioner Downs made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Approval of  
Blanket  
Manual Journal  
Entries for  
Year End  
Transfers

Steve Rawlings, Davis County Clerk/Auditor, requested approval for the blanket Manual Journal Entries for year-end transfers. The actions are for the 2009 year-end accounting to make journal entries to move funds as required, in order to make technical adjustments for the 2009 year-end accounting process. Commissioner Downs made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Announcement  
of Capital  
Improvement  
Projects

Chairman Millburn thanked the press for being here today and Max Forbush, Farmington City Manager. Barry Burton, Davis County Planning Director, handed out the following press release for the commissioners:

### **Davis County to Construct Headquarters Library, Administration and Children's Justice Center Buildings**

It has been previously announced that a new headquarters library along with a wing dedicated to address the elections function of the Clerk/Auditors office is in the design phase. Today we are excited to announce an expanded scale and scope of that project. A new combined Administration and Headquarters Library building and a new facility for the Children's Justice Center (CJC) will be constructed.

<b>Headquarters Library</b>	<b>16,000 square feet</b>	<b>\$ 3.2 million</b>
<b>Administration</b>	<b>72,000 square feet</b>	<b>\$ 9 million</b>
<b>CJC</b>	<b>7,000 (approx) square feet</b>	<b>\$ 1 million</b>

1) **History/ Identified Needs:**

- Been in various stages of planning for past 10 years
- Seismic and safety concerns
- Current facilities are inefficient in utility usage, have aging mechanical systems and are a hodge podge of retrofitted space that is not conducive to a productive work environment.
- Capital Planning Committee has been developing a campus master plan that comprised the following alternatives:
  - Seismic upgrade (no interior renovation) of Courthouse and new library - **\$ 7.98 million**
  - Seismic upgrade and interior renovation of Courthouse and new library - **\$ 15.37 million**
  - Seismic upgrade and renovation of historic portion and 1957 addition, new administration wing (approx. 67,000 square feet) and new library - **\$ 24 million**

2) **Window of Opportunity:**

- Recent bids on other County projects (Health Building in Clearfield) have come in extremely favorable; as much as 40% less than engineer cost estimates
- Unique opportunity
- Low bonding rates coupled with County AAA rating
- Taking advantage of "economies of scale" by including administration portion of the project with new Headquarters Library and Elections area to be constructed anyway
- County already owns the land

3) **Benefits:**

- Protect employees and critical records
- Enhanced utilization of space (common shared space between library and administration)
- Increased efficiencies including utilities, employee productivity, etc.
- Minimal disruption to employees and citizens with one time construction period vs. multiple

phases

- Eliminates need to lease space as remodel work is done
- Cultural/government center that will serve the citizens of the County for generations
- CJC moved to a location more conducive to the sensitive nature of their business
- Allows flexibility, both financial and future use of existing Courthouse structure
- **Able to proceed within existing revenue resources**
- Positive impact to the economy

Chairman Millburn stated these anticipated building projects will change the face of downtown Farmington. This is not a rash decision. The concepts have been analyzed for about 10 years. The last three years a master plan has been discussed. The new Health Department Building is underway and a new headquarters library has been anticipated for quite some time. The existing Memorial Courthouse has evolved in phases. The north part of the building was built in 1931 – 1932 around the existing building. An expansion was added on the south end in 1957 and the last addition was in 1978. Building codes and other factors were different in those early years. Safety, seismic, and mechanical concerns have been analyzed. The Capital Planning Committee have met and reviewed various cost proposals to correct and update the facility. Vital records and functions are of concern. This is a great window of opportunity to get biggest bang for the buck. It seems the stars have lined up and low interest bond rates are available. Many benefits will be derived in expanding the library project include a common building for administration. It will increase efficiency, help with utility costs, help citizens and be a cost savings to complete it at this time. There will be minimal disruption for employees and citizens as multiple moves will not be needed. A new Children’s Justice Center will be built which moves the facility away from the new Farmington City Hall in order to provide more privacy for clients. The construction will be a positive factor to the economy. It will be good for the County and construction. It is a win/win situation. The Davis County Budget Committee has reviewed and has given approval. It is to be emphasized there will be “NO TAX INCREASE.” Chairman Millburn said, “It is the right thing, right reason, right time, and the right way.”

Commissioner Downs said, “There have been many concerns and challenges. Mechanical failures, energy issues, safety issues, efficiency of operations, and seismic concerns have been reviewed. It is important to not interrupt services and there will be no added tax burden. It would be foolish not to explore. The Capital Committee has taken pencils, papers, and erasers to analyze and make the numbers work.”

Commissioner Petroff said, “This is a good opportunity. CJC needs to be moved out of the limelight from the new Farmington City Office complex. Information System has struggled to keep technical enhancements up to speed and have done an awesome job. The transition will not displace employees. It is time to move ahead. We will see what happens when the bids come in. It is exciting.”

Commissioner Downs said, “The historical part of the courthouse (1931 – 1932 building) will be preserved.”

Barry Burton, Davis County Planning Director, presented amendment #2009-241A with Blaylock and Partners Architects. The company is currently under contract for the design of the new Headquarters Library and combined election center. The contract will be expanded to include architectural services for a new Administration Building and new CJC building. It is a payable of \$773,100.00 of which \$14,000.00 has already been paid. The expenditures are from fund 42-4250-700 for the Main Campus/Library (\$696,600) and fund 42-4249-700 for the CJC (\$76,500.00). Space assessment for each individual department will be completed. It is anticipated by September 2010 the plans will be available. It will be put out to bid by October or November. Commissioner Downs made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. Document is on file in the office of the Davis County Clerk/Auditor.

Approval of  
Budget  
Changes

Steve Rawlings, Davis County Clerk/Auditor presented the following budget changes for approval:

Sheriff's Department:

Increase line item 10-3870-000 Contribution Private by \$13,000

Increase line item 10-4210-745 Sheriff Vehicle by \$13,000

Relates to donated Polaris 800 6x6.

Davis Behavioral Health:

Decrease line item 16-3820-000 Transfer In by \$100,000

Decrease line item 10-4150-910 Transfer Out by \$100,000

Increase line item 10-4150-540 Donations – DBH by \$100,000

Account for DORA expenses (via DBH) in fund 10 per GASSB 54.

Funds initially budgeted in Human Services Fund 16.

Commissioner Petroff made a motion to approve. Commissioner Downs seconded the motion. All voted aye. Documents are on file in the office of the Davis County Clerk/Auditor.

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

Approval of  
Property Tax  
Register

Ross Bartholomew, Davis County Tax Administration Director, presented the property tax register. The register reflects 6 Assessor's corrections, 3 Auditor's corrections for tax abatements, 3 Treasurer's corrections for the Davis School District, 156 property tax appeals for approval, 59 property tax appeals for denial. Of the open appeals 600 – 700 relate to subdivisions. Commissioner Downs made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Commission  
Minutes  
Approved

Commissioner Petroff made a motion to approve the commission meeting minutes of November 10, 2009. Commissioner Downs seconded the motion. All voted aye.

Check  
Registers  
Approved

Check registers as prepared by the Davis County Clerk/Auditor's Office were presented. Commissioner Downs made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. Documents are on file in the office of the Davis County Clerk/Auditor.

Commission Comments:

Commissioner Petroff said, "It is a great time to be thankful. We have a great country and nation. Food drives are going on as well as Sub-for Santa programs. It would be appreciated if the news media would help get the word out. Family Connection has 40 – 50% more people needing to be served."

Commissioner Downs said, "Even one can of food will make a difference."

Commissioner Millburn said, "Blessed we are. In Davis County we have good employees who dig deep, reach out, and help. Davis County just recently completed a food drive and cash donations through a Charity Soup Cook-off. Wishing all of you a Happy Thanksgiving."

No public comments.

Meeting adjourned.