

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## WORK SESSION MINUTES

June 25, 2019

The Board of Davis County Commissioners met for a Work Session at 8:45 a.m. on June 25, 2019, 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 were: Chairman Randy B. Elliott; Vice-Chair Lorene Miner Kamalu; and Bob J Stevenson.

Davis County Staff in attendance were: Curtis Koch, Clerk/Auditor; Kevin Stuart, Animal Care and Control Development Manager; Dave Hansen, Legacy Events Center Director; Rhett Nicks, Animal Care and Control Director; Shairise Bills, Deputy Clerk/Auditor; Mack McDonald, Facilities Director; Mike Kendall, Civil Deputy Attorney; Sheriff Kelly Sparks; Kent Anderson, Community and Economic Development Director; and Jessica Merrill, Community and Economic Development Tourism Deputy Director.

Members of the public in attendance were Cole Kelly and Jeff Newby, both from USA Wrestling.

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### AGENDA AS POSTED

8:45 a.m. Law enforcement services for South Weber City  
9:05 a.m. USA Wrestling Utah at the Legacy Events Center — Jeff Newby  
9:20 a.m. Record Retention follow-up — Brian McKenzie  
9:30 a.m. Building moratorium in unincorporated Davis County update  
9:40 a.m. Davis County Personal Use of Public Property Policy, Section 1300— Neal Geddes

### 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 recording.

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

The meeting commenced at 8:45 a.m.

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### WORK SESSION DISCUSSION

#### **Law enforcement services for South Weber City — Presented by Sheriff Kelly Sparks (*Minute 11:59*)**

Sheriff Sparks said public safety is the primary goal and main function for the Davis County Sheriff's Office (DCSO). They have unique relationships with Fruit Heights, West Point, and South Weber cities because they provide primary law enforcement services for them. DCSO has provided South Weber City's law enforcement services since they were incorporated. The current contract between the County and South Weber provides an annual compensation of \$134,972 to the County. DCSO met with South Weber to discuss a more equitable agreement.

The two significant factors in renegotiating the contract are the costs per hour and how many hours are spent protecting a city of that size with similar crime rates. Unfortunately, there is no standard formula currently used, and no simple method of calculating those figures. As such, previous contracts for law enforcement services were factored into the equation. A survey taken across various state agencies for a standard hourly rate for public safety services was also considered for determining a fair price. Those survey results ranged from \$50 per hour [the current County contract rate] to \$75 per hour. The survey concluded that the cost should be mid-range at \$60 per hour.

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The number of service hours that have been historically provided to South Weber was not well documented in the past. Service hours were tracked carefully between February and March of this year, while in negotiations of this contract, and resulted in an average of 13.9 hours. Those hours accounted for law enforcement but also included some paramedic statutory responsibilities.

A proposal was drafted with the new rate of \$60 per hour for law enforcement services, with an estimated 12 hours per day for law enforcement services at the cost of \$262,800. In response, South Weber provided DCSO with a copy of a lower-priced bid they got from another [un-named] city's police agency, that offered to provide 10 hours of law enforcement services per day. In turn, DCSO drafted the final agreement to reflect the decrease in the number of service hours per day to ten, for a total contract amount of \$221,880. It was lower than what that city was offering for those same services but is an increase of \$86,908 to the current contracted amount of \$134,972.

Sheriff Sparks said he feels confident in the calculations for the final contracted amount, and that the compensation can be justified. The survey backs up the proposed hourly rate of services, and the bid shows what South Weber can get for those services elsewhere.

This contract will be considered for approval in next week's Commission meeting.

## **USA Wrestling Utah at the Legacy Events Center (LEC) — Presented by Jeff Newby and Cole Kelly (Minute 28:02)**

USA Wrestling Utah was the first event, outside of equestrian, held at the Events Center. Jeff is the Executive Director of USA Wrestling Utah; Cole is a board member. Jeff explained the growth of the organization and the opportunities they bring to the Legacy Events Center. He shared the vision of what they would like to accomplish over the next ten years.

Two of the biggest concerns are the lack of available or inadequately sized venues to meet USA Wrestling's needs. Cole said they hold so many of their events at the LEC because of the quality of staff service.

Some of the issues preventing them from holding larger wrestling events at the LEC are not enough seating, inadequate floor space, and too few restrooms and concessions. Ideally, they would like to have a turf floor; if not turf, a hard floor would be desirable as opposed to the existing dirt floor.

Their peak times are June-July for tournaments and November-February for the regular playing season.

## **Record Retention follow-up — Presented by Brian McKenzie (Minute 51:58)**

This discussion was a follow-up from the April 16th Work Session where the Commission gave direction to the Clerk/Auditor's Office to look at possible solutions for improving record's management in the County.

Brian suggested three primary areas of focus that would help improve the process. The first area of focus is to increase training for designated department record's officers to give them a deeper understanding of their responsibilities. The second would focus on establishing a central records repository as a resource for departments to keep documents that don't have another designated storage place but are of importance to the county, for long-term or permanent record retention. The third area of focus a cataloging system to identify where county records are held if not in the central repository.

Curtis mentioned that the Davis County Records Staff is leading the State in its methods of government records management.

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*The following items required some discussion to answer the Commissioners' questions prior to being voted on in the Commission Meeting scheduled to follow this Work Session.*

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## **Davis County Personal Use of Public Property Policy, Section 1300 — Presented by Mike Kendall for Neal Geddes (*Minute 1:24*)**

This policy was previously discussed in the June 18th Work Session and will be presented today in Commission meeting for approval. Mike gave his recommendation to adopt the policy. He suggested getting the policy in place now and amending it in the future as needed. There will likely still be some modifications to the bill by the State Legislature, but probably not until next year.

### **Building moratorium in unincorporated Davis County update**

This item was not discussed. It will be on the agenda for next week's Work Session.

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#### **MEETING ADJOURNED**

The meeting was adjourned at 9:53 a.m.

The audio recording for this meeting is available based upon the County's current retention schedule.

#### **MATERIALS PRESENTED**

There were no publicly distributed materials associated with this meeting.

Minutes prepared by:

Shairise Bills

Deputy Clerk/Auditor

Minutes approved on: 07/23/2019

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Curtis Koch

Davis County Clerk/Auditor

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Randy B. Elliott

Commission Chair