

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES

November 9, 2021

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 a.m. on November 9, 2021, in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Required legal notice of this meeting was given.

Present on the dais were: Commissioner Bob J Stevenson, Chair; Commissioner Randy B. Elliott, Vice-Chair; Commissioner Lorene Miner Kamalu; Curtis Koch, Davis County Clerk/Auditor; and Neal Geddes, Chief Civil Deputy County Attorney.

All documents from this meeting are on file in the Davis County Clerk/Auditor's Office. The agenda for this meeting is incorporated into the minutes as item headers.

OPENING

The meeting convened at 10:00 a.m. and Dustin Volk, Davis County Golf Director, led the Pledge of Allegiance.

Recognitions,
Presentations &
Informational
Items

A. Presentation of the Employee Service Awards for November 2021 — Presented by Commissioner Kamalu

Commissioner Kamalu said the greatness of Davis County is the greatness of its people, especially the County employees, so she loves it when people in the County's employ for five, and up to 60, years.

The following employees were recognized for their years of service:

Jacob Gardner, 5 years, Information Systems. IS Director Mark Langston said Jacob Gardner makes a lot of the County's websites and applications look great. He is a phenomenal designer, a great man, and an asset to the team.

Nicholas Jensen, 15 years, Sheriff's Office. Lt. Travis Gill said that Nick Jensen worked in the County's jail for nine-and-a-half years, during which time he was an OIC (Officer In Charge) and FTO (Field Training Officer), and was also on the Community Emergency Response Team in the jail for seven years. He was selected for the Crime Lab, where he has worked for five-and-a-half years doing crime scene investigation with the specialty of 3-D scanning.

Amy Hutchinson, 15 years, Sheriff's Office. Capt. Cole Meldrum said that Amy Hutchinson has been with Corrections for her entire career with Davis County. She is a crew sergeant in the Operations Division and is one of the Division's emergency response team leaders.

Anne Oviatt, 15 years, Sheriff's Office. Capt. Meldrum said that Anne Oviatt has also been with Corrections for her entire Davis County career. She was a full-time employee for five years and has been one of the Department's amazing, reliable part-time employees for the past 10 years.

Jamie Morrissey, 15 years, Sheriff's Office. Chief Deputy Susan Poulsen said that Jamie Morrissey worked in Davis County's Animal Care department for 13 years before joining the Sheriff's Office as a dispatcher two years ago. In her short time as a dispatcher, she has earned a Lifesaving award for helping a lay person use CPR to save someone who was in full arrest.

Bradley Lund, 15 years, Sheriff's Office. Lt. Brian Gurr said that Brad Lund worked at the jail for 12 years, where he did a great job. He has been with the bailiffs at the Court for the last three years. He's taken on additional assignments, such as doing billing for the Courts, and is always willing to step up and do what needs to be done.

Brent McKissick, 15 years, Sheriff's Office. Lt. Gurr said Brent McKissick spent seven years working in the jail, and the remainder of his 15 years with the County working in the Courts. He is with Court Security, is very security minded, and is always willing to look at security details to see where improvements can be made. He is also a Master at Arms in the Navy and just returned from his fourth deployment.

Louise Miller, 20 years, Surveyor's Office. Commissioner Kamalu asked everyone to congratulate Louise Miller for serving in the Surveyor's Office for 20 years.

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John Herndon, 15 years, Attorney's Office. Chief Civil Deputy Neal Geddes recognized John Herndon on behalf of Davis County Attorney Troy Rawlings, who was out of town. John Herndon is an investigator with the Attorney's Office. He has been with the County for 15 years but has more than 40 years of experience. Craig Webb, John's direct supervisor, asked Neal to say that John is an amazing person, a super-solid employee, and he is the most effective tool the Office has in finding uncooperative witnesses, so he is a tremendous asset to our prosecutors. He is also the key to specialty courts, providing supervision to allow those courts to be successful. Troy Rawlings asked Neal to express his gratitude to John, but also how the prosecutors and his entire staff hold him in the highest regard. John is outstanding, excellent, and a true gentleman and professional — a class person in every way from work to kindness. Neal said he has not had as many opportunities to work with John, but has had a few instances where he needed John's assistance and found him to be a true gentleman, a true professional, and an extremely competent person who is a joy to work with.

[Employees from the Sheriff's Office and Surveyor's Office were unable to attend the meeting, but were honored in their absence.]

Commissioner Stevenson said it is a true pleasure being able to see the amount of dedication employees have here. It's a wonderful thing. Commissioners welcome new employees on a bi-weekly basis and always tell them it's a very good place to work, and they hope to see them [receiving Employee Service Awards] in five years.

B. Notice of Intent to Engage in Contract Negotiations for the Davis County/Utah State University Agricultural Heritage Center Design & Build Contractor RFP — Presented by Clerk/Auditor Curtis Koch

The County recently issued an RFP (Request for Proposal) for the Agricultural Center Heritage building. A Notice of Intent to Engage in Contract Negotiations with Jardine Malaska Construction Services, LLC (JMCS) was announced. Staff will begin the process of negotiating the final contract, which should be back to Commissioners in the coming weeks.

PUBLIC COMMENTS

Public comment was invited; however, no comments were made.

PUBLIC HEARING

*Clerk/Auditor's
Office*

1. Opening

Commissioner Stevenson gave a reminder that the County had already increased pay for employees, dealing with the 2022 budget. Those increases were set at three different levels – 6, 8, and 12 percent – depending on the level of position held at the time. A public hearing needs to be held to increase pay for elected officials, and the proposed increase of 6 percent is the same percent as the increase for upper level positions.

Commissioner Elliott moved to open to Public Hearing. Commissioner Kamalu seconded the motion. All voted Aye.

2. A public hearing to receive input on a proposed 6% increase to all Davis County Elected Official salaries – Presented by Human Resources Director Chris Bone

[Note: Public comment was invited before the Human Resources Director spoke about the proposed salary increase for elected officials. His comments have been moved to this position in the minutes to correspond with the meeting agenda.]

Chris Bone, Human Resources director, said that elected officials haven't received a pay increase since 2018. He said that he's been with the County for a year, and has observed that we have very hard working officials. They work late nights and weekends, serving on multiple boards, so it makes sense to include them this year

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in what was done for grade 20 and higher. The 6 percent increase will be ongoing, but not with another 6 percent at the start of the year — just 6 percent moving forward from here.

3. Public Comments: (3 minutes per person)

Commissioner Stevenson invited public comment.

Michelle Sharf introduced herself and stated that she wanted to ask clarifying questions. She first asked whether the 6 percent would be ongoing and was informed that it would be. She then asked if the proposed budget for the following year included an additional 6 percent and was told it did not.

Commissioner Stevenson, to provide further clarification, said that at last count there were 159 openings at the County due to workforce issues and losing people to other agencies where wages had been raised. In response, Davis County increased pay, especially for levels 1 through 13, because fast food establishments pay more than the County is paying some police officers. Pay for mid-level positions was raised 8 percent, and higher positions were given a 6 percent increase in line with Social Security increases. The last major increase for elected people was in 2018.

Commissioner Stevenson pointed out that there is no tax increase in the budget and the County is able to maintain services. It's been a philosophy the County has had for a number of years to try to be very equitable with everything it's doing and to use efficiencies to keep taxes down. Hopefully it will still be good for another 2 to 5 years. He commended department directors and staff for being willing to figure out efficiencies and keep operations going with fewer people.

Commissioner Kamalu said there was no cost of living allowance last year because, at the beginning of the pandemic, no one was sure what was going to happen to revenues.

Commissioner Elliott added that a 1 or 2 percent cost of living increase was given to employees in 2020, but Commissioners chose not to give elected officials a pay increase at that time.

Clerk/Auditor Koch verified that all employees were given a 3 percent increase in 2018, 1 percent in 2019, 2 percent in 2020, and zero percent in 2021. Elected officials received a 3 percent increase in 2018 and 1 percent in 2019; they received no increase in 2020 or 2021.

4. Closing

Motion to Close the Public Hearing and Motion to Approve: Com. Elliott

Seconded: Com. Kamalu

All voted Aye

**PUBLIC
HEARING
ACTION ITEM**

*Clerk/Auditor's
Office*

Resolution and
Budget Opening
#2021-557 for
6 percent
increase to all
Davis County
Elected Official
Salaries

1. Approval of Resolution and Budget Opening #2021-557 for 6 percent increase to all Davis County Elected Official Salaries — Presented by Clerk/Auditor Curtis Koch

Terms: Payable in the amount of \$16,798 cumulative, beginning 11/9/21 to 12/31/2021.
See Attachment A, "November 9, 2021 Resolution & Budget Opening Items."

Motion to Approve: Com. Elliott

Seconded: Com. Kamalu

All voted Aye

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BUSINESS/ ACTION

Commission

Reappointment of Ann Hansen to the Bountiful Irrigation District Board of Trustees

2. Approval of the Resolution and reappointment of Ann Hansen to the Bountiful Irrigation District Board of Trustees — Presented by Commissioner Stevenson

Terms: Beginning 1/1/2022 to 12/31/2025.

Motion to Approve: Com. Elliott

Seconded: Com. Kamalu

All voted Aye

CEC

Resolution and Interlocal Cooperation Agreement #2021-558 with North Salt Lake for CDBG funding for the Overland Street Project

3. Adoption of Resolution and Interlocal Cooperation Agreement #2021-558 with North Salt Lake City for Community Development Block Grant (CDBG) funding for the Overland Street Project — Presented by Community and Economic Development Director Kent Andersen

Terms: Payable in the amount of \$48,000, beginning 7/1/2021 to 6/30/2022.

SSBG Agreement #2021-559 with NAMI Utah funding a Mental Health Court Mentor program

4. Approval of Social Services Block Grant (SSBG) Agreement #2021-559 with the National Alliance on Mental Illness (NAMI) Utah funding a Mental Health Court Mentor program for low-to-moderate income (LMI) residents in Davis County — Presented by Community and Economic Development Director Kent Andersen

Terms: Payable in the amount of \$25,000, beginning 7/1/2021 to 6/30/2022.

Agreement #2021-560 with Wander App, Inc. to provide a digital map of Davis County through their Destination Experience platform

5. Approval of Contract #2021-560 with Wander App, Inc. to provide a digital map of Davis County through their Destination Experience platform with the intent of being a primary guide for visitor recreation, dining and entertainment — Presented by Community and Economic Development Director Kent Andersen

Not all of the app's functions are completely available now, but should be available by the end of next year. The app will be rolled out right away. Those using the app can download maps before heading into the backcountry and be able to access them without wireless access using GPS. There is a 3D component to the app, which will map locations such as Antelope Island, shopping centers, and trails. Terms: Payable in the amount of \$30,000, beginning 11/9/2021 to 11/30/2026.

Agreement #2021-561 with Grantanalyst.com (dba ZoomGrants) for Software as a Service (SaaS) grants life-cycle management ZoomGrants.com subscription

6. Approval of Contract #2021-561 with Grantanalyst.com (dba ZoomGrants) for Software as a Service (SaaS) grants life-cycle management ZoomGrants.com subscription including unlimited applications received, user accounts, and technical support — Presented by Community and Economic Development Director Kent Andersen

It was noted that the contract was approved as to form by the attorneys, but a question was asked regarding the duration of the contract. Commissioners were told that it is a one year contract, running Nov. 1, 2021, to Nov. 30, 2022. Terms: Payable in the amount of \$6,500 (\$4,000 program fee due in November 2021 with a \$2,500 renewal in January 2022), beginning 11/1/2021 to 11/30/2022.

Agreement #2021-562 with Utah Sports Commission to use parking lots at the Legacy Center

7. Approval of Agreement #2021-562 with Utah Sports Commission to use parking lots at the Legacy Center for the Utah Championship golf tournament at no cost — Presented by Community and Economic Development Director Kent Andersen

Terms: Beginning 7/18/2022 to 8/10/2022.

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Ordinance #7-2021 establishing temporary land use regulation pertaining to all agriculture protection areas in unincorporated Davis County.

8. Adoption of Ordinance #7-2021 establishing temporary land use regulation pertaining to all agriculture protection areas in unincorporated Davis County — Presented by Planning Manager Jeff Oyler

The following was read to provide details of what this temporary ordinance will do:

With regards to property or properties that was/were in an agriculture protection area on the effective date of this temporary ordinance, but was/were removed from an agriculture protection area after the effective date of this temporary ordinance and prior to the expiration of this temporary ordinance, Davis County prohibits the erection, construction, reconstruction, or alteration of any building or structure or the approval of any subdivision. This ordinance shall commence on the effective date as defined in Section 4 and shall remain in effect through May 9, 2022, unless extended beyond May 9, 2022, or terminated prior to May 9, 2022, by action of the Davis County Legislative Body.

It was clarified that the ordinance would come before the Commission if it is to be extended, otherwise it will dissolve automatically on the termination date. Terms: Beginning 11/9/2021 to 5/9/2022.

Motion to Approve Items 3-8: Com. Kamalu
Seconded: Com. Elliott
All voted Aye

Golf Course

Ratification of Amendment #2019-631-B to the Valley Golf Course Cafe contract reassigning the contract to Sarah Porter and Par5 Grill

9. Ratification of Amendment #2019-631-B to the Valley Golf Course Cafe contract reassigning the contract to Sarah Porter and Par5 Grill — Presented by Director of Golf Dustin Volk

Dustin Volk explained that Ken Richardson, the owner/operator of the EMSG Food Service and FundRacer, had been running concessions at several golf courses throughout the valley. Things were going well until COVID-19 hit, and he has had to slowly liquidate his business since then. Sarah Porter has been working as a manager at the Valley View Golf Course Café for the last 15 months, and Richardson has turned the café over to her to run. Richardson wanted to be out by the end of October, which is why this item is a ratification. Commissioner Stevenson signed the contract last week, when there was no Commission Meeting, so she could get up and running and obtain a beer license from DABC. Volk said he is confident Porter can do a good job, but added that the contract is for two years with no further commitment. The contract will be reevaluated at the end of 2023. Terms: Payable in the amount of \$16,900 (\$650/month for 26 months), beginning 11/1/2021 to 12/31/2023.

Motion to Approve: Com. Elliott
Seconded: Com. Kamalu
All voted Aye

Health Department

Agreement #2021-563 with the University of Utah, Utah Poison Control Center, College of Pharmacy to provide a variety of services

10. Approval of Outreach Education Agreement #2021-563 with the University of Utah, Utah Poison Control Center, College of Pharmacy to provide a variety of services in connection with poison control prevention and educational outreach efforts — Presented by Commissioner Kamalu

Commissioner Kamalu presented three contracts from the Health Community Services division on behalf of Health Department Director Brian Hatch, who was busy with immunizations.

Agreement terms: Receivable in the amount of \$2,500, beginning 9/1/2021 to 8/1/2022.

MOA #2021-564 with the Utah Highway Safety Office for funding related to Child Passenger Safety

11. Approval of Memorandum of Agreement (MOA) #2021-564 with the Utah Highway Safety Office for funding to encourage the Davis County Health Department to continue supporting their Child Passenger Safety (CPS) Program and activities designed to increase the use of appropriate safety restraint systems — Presented by Commissioner Kamalu

Terms: Receivable in the amount of \$10,000 beginning 10/1/2021 to 9/30/2022.

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Public Health
Crisis Response
Workforce
Supplemental
SFY 2022
Contract
#2021-565 with
the Utah
Department of
Health for
personnel for
COVID-19
response needs

12. Approval of Public Health Crisis Response Workforce Supplemental SFY 2022 Contract #2021-565 with the Utah Department of Health to recruit, hire, and train personnel to address projected jurisdictional COVID-19 response needs — Presented by Commissioner Kamalu

Terms: Receivable in the amount of \$472,230, beginning 9/1/2021 to 6/30/2023.

Commissioner Kamalu reported that things are off to a great start in the vaccination of the newly-eligible population, ages 5 to 11. The Health Department is doing a great job at the Legacy Events Center, and there are a lot of people coming in.

Motion to Approve Items 10-12: Com. Kamalu
Seconded: Com. Elliott
All voted Aye

**Information
Systems**

Agreement
#2021-566 with
ConvergeOne,
Inc. for
Prognosis
Monitoring
Solution
Software to
troubleshoot
phone lines
issues.

13. Approval of Contract #2021-566 with ConvergeOne, Inc. for Prognosis Monitoring Solution Software to troubleshoot phone lines issues — Presented by Information Systems Director Mark Langston

The Prognosis software was approved, budget-wise, a month ago. The contracts are now in place, and the software will help troubleshoot phone lines. Terms: Payable in the amount of \$56,000 over three years [\$56,308 beginning 11/9/2021 to 11/9/2024].

Motion to Approve: Com. Kamalu
Seconded: Com. Elliott
All voted Aye

Library

Summary List
#2021-567 of
low dollar
contracts
signed by the
Library Director

14. Approval of Summary List #2021-567 of low dollar contracts signed by the Library Director — Presented by Library Director Josh Johnson

This group of low-dollar agreements range from costs associated with the opening of the new library building, including origami activities and food at opening celebrations, to databases. One of the databases on the list is Morningstar, which offers economic and investing advice. Terms: Payable in the amount of \$12,250.86.

Summary List
#2021-568 for
the donation of
books and
materials over
\$50 from July
2021 to
September
2021

15. Approval of Summary List #2021-568 for the donation of books and materials over \$50 from July 2021 to September 2021 — Presented by Library Director Josh Johnson

It was noted that the Library did not accept book donations for about a year-and-a-half, in 2020 and the first part of 2021. The Library assigns a dollar amount to donations based on prices that would be charged if the items were sold at the book sale. Terms: Beginning July 2021 to September 2021.

Agreement
#2021-569 with
EBSCO
Publishing Inc.
for digital
magazine
service

16. Approval of Agreement #2021-569 with EBSCO Publishing Inc. for digital magazine service — Presented by Library Deputy Director Ellen Peterson

The contract is for a digital magazine service called Flipster. The amount of the contract is \$15,794.78 cents for magazines ordered by the Library, and then a 5 percent platform fee. It was noted that this is a DocuSign contract, and Commissioner Stevenson will receive an email from the vendor. Terms: Payable in the amount of \$16,585.52 (\$15,794.78 in services, \$789.74 platform fee), beginning 11/9/2021 to 10/31/2022.

Motion to Approve Items 14-16: Com. Kamalu
Seconded: Com. Elliott
All voted Aye

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Sheriff's Office

Termination of affiliation notice #2012-190-A to Davis Hospital and Medical Center for paramedic clinical training

17. Ratification of the Termination of affiliation notice #2012-190-A to Davis Hospital and Medical Center regarding paramedic clinical training — Presented by Chief Deputy Susan Poulsen

The affiliation will be ending due to changes to the paramedic program [transferring services out of the Sheriff's Office and to other agencies]. Terms: Beginning 5/12/2012 to 11/25/2021.

JAG reimbursement grant award notification #2021-522-A from CCJJ for equipment

18. Acceptance of the JAG reimbursement grant award notification #2021-522-A from the Commission of Criminal and Juvenile Justice (CCJJ) for equipment to be used for law enforcement purposes — Presented by Chief Deputy Susan Poulsen

Terms: Receivable in the amount of \$3,982, beginning 11/1/2021 to 3/31/2022.

Motion to Approve Items 17-18: Com. Elliott

Seconded: Com. Kamalu

All voted Aye

CONSENT ITEMS

Indigent Hardship Abatement Register

Indigent Hardship Register

A motion was made to hold hearings for those on the register.

Motion: Com. Elliott

Seconded: Com. Kamalu

All voted Aye

Commission Meeting Minute

Meeting Minutes

B. Regular Commission Meeting Minutes: October 12, 2021

C. Work Session Minutes: October 19, 2021

Motion to Approve Minutes as Presented: Com. Kamalu

Seconded: Com. Elliott

All voted Aye

Commissioner Elliott moved to recess to the Board of Equalization. Commissioner Kamalu seconded the motion. All voted Aye.

BOARD OF EQUALIZATION

Property Tax Register

Property Tax Register matters were presented by Curtis Koch, Davis County Clerk/Auditor, as follows:

Auditor's Adjustments

Appeals

- A report with various recommended Approved Appeals totaling \$3,975,188
- A report with various parcels recommended for denial
- A report with one item that was withdrawn
- A report with recommendations from hearings totaling \$165,000

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Abatements

- Thirty-seven Late Applications for Abatements recommended for approval
- One abatement recommended for denial

Corrections

- Six corrections that are Veteran Exemption Tax Abatements
- Two properties owned or partially owned by tax exempt entities

Assessor's Adjustments

Corrections

- An Assessor's Initiated Corrections report with various corrections totaling \$1,570,136

Motion to Approve: Com. Kamalu

Seconded: Com. Elliott

All voted Aye

Commissioner Kamalu moved to reconvene the Commission Meeting. Commissioner Elliott seconded the motion. All voted Aye.

COMMISSION COMMENTS

Commissioner
Elliott

Commissioner Elliott said that he recently attended the annual Mosquito Abatement Conference with all the Mosquito Abatement Districts in Utah. The information shared at the conference is scary, especially when mentioning what goes on in other countries where there is less mosquito abatement and vector control done to control diseases. Among those diseases are Chikungunya, Zika, and several others that are prevented by having mosquito abatement and the patrols to spray and control vectors in Davis County. Commissioner Elliott said there has been a lot of push lately to say we don't need mosquito abatement, but he thinks it is needed in our County and the resources we have to put toward keeping mosquito populations down. There have been fewer mosquito abatement drivers this year, and having difficulties getting employees might be why there was an uptick. He expressed his gratitude for the Abatement District for taking care of some of those pesky little things.

Commissioner Elliott reported that the Waste Management Conference was also held, with forward thinking about how to solve waste and trash issues. There were a lot of good, inspirational speakers. One talk was about someone who made a million-dollar business starting with taking a picture of a piece of trash and putting it on Instagram. He took an artistic approach and then identified where that trash was. His friend did the same, then they built a program and algorithms so cities can identify where trash is and how to effectively deal with trash movement and receptacles for events such as a big party coming to a county or city, because cities and counties spend millions of dollars to clean up trash. The business is now world-wide.

Commissioner
Kamalu

Commissioner Kamalu said Commissioners have striven to be proactive in outreach to the public. When a couple of them came into office in 2019, they and existing Commissioner Elliott were interested in making Regular Commission Meetings available through live streaming and viewable from the website after the fact. This has been helpful, particularly during pandemic when there were a lot of people waiting to hear information as quickly as they could. They were also interested in, and careful to, receive important information from all of the various departments and bring it together in a digital newsletter. That newsletter, the County Connector, was started in January and goes out every month. It is intentionally put together to not be overwhelming or long, but it has highlighted things that are important and helpful, and also fun, to know about Davis County. Again, it's a proactive outreach to the public, being very transparent and open, and hopefully helping citizens and growing numbers of people who find out and can sign up. Some key people have been involved in managing the newsletter and added the extra work into their existing duties, including Jake Gardner from IS and Cynda Melville from the Commission Office. The newsletter has been a good thing, and timely during the pandemic, she said. It's free and people can sign up from the website and unsubscribe at any time, but there are a growing number of subscribers.

Commissioner
Stevenson

Commissioner Stevenson thanked the Clerk/Auditor and his staff, especially Brian McKenzie, for their work on elections – everything went smoothly. He recognized that local municipalities are losing a number of mayors and council people who chose not to run or were not successful in reelection, and he welcomed all of the new local leaders and said he looks forward to working with them.

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Clerk/Auditor

Clerk/Auditor Curtis Koch, in response to a question about a tie in one race, said that the election is still in the canvass process. The tie is for the fourth spot on the bench in the water district. We may still have individuals who cure ballots, as the Clerk/Auditor's Office has reached out to them, so we will see how that turns out.

Commissioners noted that every vote counts.

MEETING
ADJOURNED

Commission meeting was adjourned at 10:53 a.m.

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

- A. *November 9, 2021 Resolution & Budget Opening Items.*

Minutes prepared by:

Becky R. Wright

Deputy Clerk/Auditor

Minutes approved on: 12/7/2021

/s/ Curtis Koch

Curtis Koch

Clerk/Auditor

/s/ Bob J Stevenson

Bob J Stevenson

Commission Chair