

**BOARD OF DAVIS COUNTY COMMISSIONERS MINUTES**

**Board of Davis County Commissioners - Regular Meeting Minutes  
Tuesday, May 13, 2025**

The Board of Davis County Commissioners met for their regularly scheduled meeting at 6:00 PM on May 13, 2025, in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Required legal notice of this meeting was given.

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

Following the approved Davis County policy, artificial intelligence (AI) was utilized in the preliminary creation of these minutes. The final minutes were edited and completed by Davis County Clerk's Office staff.

**PRESENT**

Davis County Commission Chair Lorene Kamalu  
Davis County Commission Vice Chair John Crofts  
Davis County Commissioner Bob Stevenson  
Clerk Brian McKenzie

**PLEDGE OF ALLEGIANCE**

The meeting convened at 06:00 PM and Controller Curtis Koch led the Pledge of Allegiance.

**PUBLIC COMMENTS**

**Jennifer Garner**, a resident of Layton, expressed appreciation for the evening meetings, stating it allows for more transparency and greater opportunity for attendance.

**Laurene Starkey**, a resident of Kaysville, echoed the sentiment, thanking the Board for holding evening meetings to increase accessibility for the public.

**BUSINESS/ACTION**

**VOTING:**

**Motion to Move Item 14 out of Consent and into the Business/Action Section:** Lorene Kamalu. Second: Bob Stevenson. All present voted aye.

**ATTORNEY'S OFFICE**

- 1
- #2025-539. Approval of a new award condition to Contract #2024-0661 with the Utah Office for Victims of Crime to continue program activities designed to maintain public safety services - recommended by Ana Chavez, Children's Justice Center (CJC) Victim Coordinator, on behalf of Julie Stephenson, CJC Director, Attorney's Office**

**Financial Information:**

- Type: Receivable
- Amount: \$0.00

**Terms:**

- Beginning Date: 07/01/2025 [07/01/2024]
- Ending Date: 06/30/2025

Ana said she was asked to be here on behalf of Director Stephenson. Following the presentation of the item, Commissioner Crofts thanked the CJC for the work they do.

**VOTING:**

**Motion to Approve Item 1:** John Crofts. Second: Bob Stevenson. All present voted aye.

Members of the public asked from the audience for clarification on the contract's date, as the summary sheet appears inaccurate, and what this contract entails. Ana said the contract is an addendum to a previously

awarded grant, and she is not sure why the dates appear incorrect. During the meeting's Closing Remarks, Clerk McKenzie clarified that the contract's beginning date contained a typo and should have been for 2024, not 2025 as it was listed. He feels no further action is needed, as this contract points back to the original contract which has the correct dates.

CLERK'S OFFICE

- 2    **#2025-542. Approval of an Agreement with Runbeck Election Services, LLC. for ballot printing and mailing services - recommended by Brian McKenzie, Clerk, Clerk's Office**
- |                                                                                                                   |                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Financial Information:</b>                                                                                     | <b>Terms:</b>                                                                                                                                                                                             |
| <ul style="list-style-type: none"><li>• Type: Payable</li><li>• Amount: per fee schedule, see Exhibit A</li></ul> | <ul style="list-style-type: none"><li>• Beginning Date: upon final signature</li><li>• Ending Date: 12/31/2025, thereafter renewable for seven additional one-year increments unless terminated</li></ul> |

Clerk McKenzie explained this service went out for a Request for Proposals (RFP) several years ago and it was awarded to Runbeck. Commissioner Crofts asked if any Utah-based companies submitted a proposal. Clerk McKenzie said, to his recollection, there were none. He theorized this could be because no Utah-based vendors could provide services based on Davis County's size.

**VOTING:**  
**Motion to Approve Item 2:** John Crofts. Second: Lorene Kamalu. All present voted aye.

COMMUNITY & ECONOMIC DEVELOPMENT

- 3    **#2025-540. Acceptance of a Special Warranty Deed from Taliaprop, LLC, conveying property at 22 East 200 South, Clearfield, Utah (Tax ID 12-001-0206) to Davis County. This property purchase was ratified on March 25, 2025, as Davis County Commission Agenda Item #2025-0374 - recommended by Tony Thompson, Property Manager, Community & Economic Development, on behalf of Kent Andersen, Director, Community & Economic Development - Planning**
- |                                   |                                                                                                                      |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>Financial Information:</b> N/A | <b>Terms:</b>                                                                                                        |
|                                   | <ul style="list-style-type: none"><li>• Beginning Date: One time</li><li>• Ending Date: Runs with the land</li></ul> |

This special warranty deed includes a public entity affidavit for acceptance of the property at 22 East and 200 South in Clearfield. This action complies with a new law that went into effect on May 7, 2025, and allows the County to accept the property as tax-exempt. They will be closing on the deal Thursday [May 15, 2025], and he does not anticipate any problems with the closing.

**VOTING:**  
**Motion to Approve Item 3:** Bob Stevenson. Second: John Crofts. All present voted aye.

CONTROLLER'S OFFICE

- 4    **#2025-534. Approval of the traditional bidding process for the 2025 Delinquent Property Tax Sale on May 14, 2025, including the sale of parcels as a whole rather than broken down into smaller pieces - recommended by Curtis Koch, County Controller, Controller's Office**
- |                                   |                   |
|-----------------------------------|-------------------|
| <b>Financial Information:</b> N/A | <b>Terms:</b> N/A |
|-----------------------------------|-------------------|

The 2025 annual tax sale initially included 28 homes, 30 parcels of land, and 6 commercial properties. Due to the efforts of the Tax Administration staff, the auction will include 12 parcels of land and zero homes or commercial properties.

**VOTING:**  
**Motion to Approve the Traditional Bidding Process of Item 4:** Bob Stevenson. Second: John Crofts. All present voted aye.

Commissioner Stevenson asked Controller Koch to explain the Tax Sale. Controller Koch explained that paying property taxes is a right or obligation and if an individual does not pay those taxes for five years, the property goes into a delinquent status and is placed on the Tax Sale. The Tax Administration office then notifies the lienholder and other interested parties that the property will go up for auction. He expressed gratitude for the Davis County Sheriff's Office who sends deputies with his team as they place notices on buildings and homes. This is a "buyer beware" sale and he encourages people to do their due diligence before submitting any offers on properties. If the property is not bought at the annual Tax Sale, it comes to the County who chooses what to do with it. Lastly, Controller Koch encouraged people to understand what is actually part of the land they own.

Members of the audience began to call out questions. Commissioners Stevenson and Kamalu reminded attendees of the Rules of Order and explained that this is not the time for public comments, nor is it a question-and-answer session. They offered to remain after the meeting to answer additional questions and reminded attendees that questions can also be submitted before the meeting using the email listed on the agenda.

14    **#2025-531. Notice of Intent to Engage in Contract Negotiations for the Feasibility Study for the Davis County Justice Complex** - *recommended by Curtis Koch, County Controller, Controller's Office*

Financial Information: N/A

Terms: N/A

Commissioner Kamalu explained that she asked this item be moved out of Consent because she found it interesting and thought it would be important for the public to know about. Controller Koch then explained that the study aims to assess the most efficient long-term use of the property, given the Administrative Office of the Courts' proposal for a new courthouse. The request for proposals (RFP) review board selected EDA Architectural for the study. The company will come back with its recommendations following the study's completion.

**VOTING:**  
**Motion to Approve Item 14:** Lorene Kamalu. Second: John Crofts. All present voted aye.

**FACILITIES**

5    **#2025-490. Approval of an Amendment to Contract #2024-0779 with Marathon Maintenance for changes to add 6" fractured rock to the new retention pond in the Health Department fleet parking** - *recommended by Lane Rose, Director, Facilities*

Financial Information:

Terms:

- Type: Payable
- Amount: \$16,362.00

- Beginning Date: 04/20/2025
- Ending Date: 07/31/2025

Commissioner Kamalu asked about a note she received from the Controller's Office saying the budget needed to be amended for this item. Health Director Hatch, Controller Koch, and Facilities Director Rose all said the budget amendment regarding this item has already been passed.

**VOTING:**  
**Motion to Approve Item 5:** Bob Stevenson. Second: Lorene Kamalu. All present voted aye.

SHERIFF'S OFFICE

6    **#2025-526. Approval of an Agreement between Davis County and Advanced Computer Technologies (ACT) Innovations for Paracelsus and Drug Court Case Management (DCCM) Licenses - recommended by Taylor West, Chief Deputy, Sheriff's Office on behalf of Arnold Butcher, Chief Deputy, Sheriff's Office**

Financial Information:

- Type: Payable
- Amount: \$34,500.00

Terms:

- Beginning Date: 05/01/2025
- Ending Date: 04/30/2028

7    **#2025-527. Ratification of an Agreement between Davis County and Alere San Diego Inc. DBA Immunalysis for Drug Testing Supplies - recommended by Taylor West, Chief Deputy, Sheriff's Office on behalf of Arnold Butcher, Chief Deputy, Sheriff's Office**

Financial Information:

- Type: Payable
- Amount: Variable, see chart in contract

Terms:

- Beginning Date: 04/11/2025
- Ending Date: 04/11/2028

8    **#2025-528. Ratification of an Agreement between Davis County and Alere San Diego Inc. DBA Immunalysis for AU480 and related maintenance - recommended by Taylor West, Chief Deputy, Sheriff's Office on behalf of Arnold Butcher, Chief Deputy, Sheriff's Office**

Financial Information:

- Type: Payable
- Amount: \$84,544.00

Terms:

- Beginning Date: 04/18/2025
- Ending Date: 04/18/2028

9    **#2025-543. Approval of a new award condition to Contract #2023-0797 with the Utah Office for Victims of Crime (VOCA) - recommended by Taylor West, Chief Deputy, Sheriff's Office on behalf of Arnold Butcher, Chief Deputy, Sheriff's Office**

Financial Information: N/A

Terms:

- Beginning Date: Upon final signature
- Ending Date: 06/30/2025

10    **#ORD 2025-3. Approval of Ordinance 2025-0003 enacting Section 2.48.170 of the Davis County Code, setting fees of the Davis County Shooting Range - recommended by Taylor West, Chief Deputy, Sheriff's Office on behalf of Arnold Butcher, Chief Deputy, Sheriff's Office**

Financial Information:

- Type: Receivable
- Amount: Variable, see fee schedule

Terms:

- Beginning Date: 15 days after adoption and upon publication
- Ending Date: N/A

Commissioner Kamalu remarked that this item is very interesting and it has taken a lot of work to get the shooting range going again.

VOTING:

Motion to Approve Items 6-10: John Crofts. Second: Lorene Kamalu. All present voted aye.

**CONSENT ITEMS**

- 11
#2025-522. Approval of an Agreement with the National Sports Center for the Target USA Soccer Cup - recommended by Kent Andersen, Director, Community & Economic Development - Western Sports Park

**Financial Information:**

- Type: Receivable
- Amount: \$9,912.00

**Terms:**

- Beginning Date: 10/28/2025
- Ending Date: 11/01/2025

- 12
#2025-533. Approval of an Agreement with Layton High School for the Homecoming Dance - recommended by Kent Andersen, Director, Community & Economic Development - Western Sports Park

**Financial Information:**

- Type: Receivable
- Amount: \$2,619.92

**Terms:**

- Beginning Date:09/06/2025
- Ending Date: 09/06/2025

- 13
#2025-524. Approval of the list of 24/7 SCRAM (Continuous Transdermal Alcohol Monitoring Program) Agreements with Davis County Sheriff’s Office for April 2025 - recommended by Arnold Butcher, Chief Deputy, Sheriff's Office

**Financial Information:**

- Type: Receivable
- Amount: See additional financial information

**Terms:**

- Beginning Date: Upon final signature
- Ending Date: Until the individual is no longer under court order to participate in the program

- 15
#2025-532. Approval of Work Session Meeting Minutes for April 22, 2025 - recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office

- 16
#2025-536. Approval of Regular Commission Meeting Minutes for April 29, 2025 - recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office

**VOTING:**

**Motion to Approve Items 11-16:** Bob Stevenson. Second: John Crofts. All present voted aye.

**VOTING:**

**Motion to Recess to Board of Equalization:** Lorene Kamalu. Second: John Crofts. All present voted aye.

**BOARD OF EQUALIZATION**

- 17
#2025-177. Property Tax Register 05-13-2025 - recommended by Curtis Koch, County Controller, Tax Administration

The Property Tax Register for 05/13/2025 was presented and contained the following: Controller’s Adjustments consisting of Abatements and Corrections. This record is maintained by the Davis County Controller as the Clerk of the Board of Equalization.

Commissioner Kamalu said she appreciates how the Tax Administration team reaches out to veterans. Controller Koch said veteran tax exemptions are based on disability levels, and his office is happy to help anyone who qualifies. He also explained that this service is covered by Davis County property taxes, not State funds.

**VOTING:**

**Motion to Approve Item 17:** Lorene Kamalu. Second: John Crofts. All present voted aye.

**VOTING:**  
**Motion to Reconvene Commission Meeting:** Lorene Kamalu. Second: Bob Stevenson. All present voted aye.

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**CLOSING REMARKS**

**Commissioner Crofts** shared information about an upcoming event hosted by the Utah League of Women's Voters on May 21st at 6:00 PM in the Farmington Library, focusing on the importance of local newspapers. It will feature Becky Ginos from the Davis County Journal and a writer from the Salt Lake Tribune. Commissioner Crofts also expressed appreciation to his fellow Commissioners for agreeing to hold the evening Commission Meetings on a trial basis. He remarked that after the June evening meeting, the Commission will evaluate what time to have the meetings moving forward. Commissioner Crofts also encouraged public participation in local government and emphasized the importance of citizens staying informed and engaged, remembering how he attended public meetings as required for a Boy Scout merit badge. He also expressed a desire to have a local weekly newspaper created or to see the Davis Journal expanded. He thanked the members of the public in attendance and said elected officials can serve better when the public communicates with them.

**Commissioner Kamalu** mentioned the County Health Department's Youth Council, highlighting their engagement and interest in County matters. This volunteer group consists of 15-20 teenagers who provide feedback on issues; some cities also have a similar council. She shared a story about encountering a Youth Council member and discussing materials related to screen time and child development. Commissioner Kamalu expressed appreciation to staff members who are willing to help others learn.

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**MEETING ADJOURNED**

The meeting adjourned at 06:32 PM.

Minutes Prepared by:  
Jessy Turner  
Deputy Clerk

  
Brian McKenzie (Jun 18, 2025 09:48 MDT)  
Brian McKenzie  
Davis County Clerk

Minutes Approved on:  
06/17/2025

  
Lorene Kamalu (Jun 18, 2025 09:44 MDT)  
Lorene Miner Kamalu  
Commission Chair

