

BOARD OF DAVIS COUNTY COMMISSIONERS MINUTES

Board of Davis County Commissioners - Regular Meeting Minutes Tuesday, October 14, 2025

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on October 14, 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 [Arrived at 10:33 AM]
Clerk Brian McKenzie

PLEDGE OF ALLEGIANCE

The meeting convened at 10:02 AM and Deputy Shane Stubbs led the Pledge of Allegiance.

PUBLIC COMMENTS

Jim Grover, a member of the Woods Cross City Council, reviewed their City Council meeting last week with Ben Sheldon, a representative from Skypark Airport. Ben is pursuing a \$2 million grant from Utah Department of Transportation (UDOT) Aeronautics that is due on October 22nd. This project is designed to support advanced air mobility, which is electric airplanes and flight. The airport has identified power sources from Rocky Mountain Power, has installed a conduit, and has engineering plans already in place, making it a possibility that Skypark Airport is the first in Utah ready for electric flights. This would attract high-paying jobs to Utah and would support the work going into the 2034 Olympics. Jim expressed that a letter of support from the Commission would be appreciated.

Commissioner Kamalu said that the Commission is aware of and interested in these opportunities available to the County.

RECOGNITION, PRESENTATION, AND INFORMATIONAL ITEMS

- 1 **#2025-1016. Employee Service Awards for October 2025, Recognizing Employees who have Reached Milestones in Their Careers with Davis County**

Sheriff

Shane Stubbs, 10 Years - Sergeant Ryan Trease, said Deputy Stubbs started at the Sheriff's Office in the Corrections Division, then transferred in 2019 to the Courts. He is currently serving as a bailiff in the Juvenile Courts under Judge Neill. He's also a member of the Public Order Unit (POU), which provided him the opportunity to go to Washington, D.C. last year to help with the safety and security for the inauguration. When Judge Neil was informed that his bailiff could be rotated, he requested that Deputy Stubbs stay because of the great work he does. Sergeant Trease said he echoes that sentiment, stating that Shane is accountable, has a great personality, and is fun to work with.

Assessor

Shanae Coe, 5 Years - Shanae was not able to be in attendance, but was thanked with a round of applause.

Facilities — East

Sean Wood, 5 Years - Shean was not able to be in attendance, but was thanked with a round of applause.

Health

Amy Daily, 10 Years - Amy was not able to be in attendance, but was thanked with a round of applause.

Amanda Rissi-Gatt, 5 Years - Mindy Box, Bureau Manager for the Women, Infants and Children (WIC) program, recognized Amanda's five years of experience with the County. Amanda started during the pandemic, working in disease investigation at call centers and immunization clinics. A few years later, she transferred to the immunization program where she worked as an Office Specialist. She is now an Office Specialist for the WIC program, working at the front desk. Amanda is a "perfect" fit for this role, being fluent in Spanish and Portuguese, and staying calm and collected even when dealing with challenging clients.

Blake Larsen, 5 Years - Jay Clark, Environmental Health Services Division Director, overviewed Blake's work history within the department. Blake started during the pandemic, doing contract tracing and helping at the immunization clinics. Because of his interest in environmental health and his hard work ethic, the Environmental Health Division recruited him as soon as a job became available, and he's been there ever since. He's currently the Food Bureau Manager and oversees restaurant inspections and food safety issues, which he has a passion for. He interacts with a lot of staff, being involved in training and overseeing several quality improvement projects.

Commissioner Kamalu recounted a funny story where she met Blake in the break room and discovered an innovative program he created where if employees found one of the "elusive food trucks," their names were put on a mock Sheriff's Badge and placed on the map.

Human Resources

Chris Bone, 5 Years - John Robinson, Human Resources (HR) Deputy Director, explained that HR Director Bone has accepted a job at the University of Utah and will leave in just a few weeks. Director Bone has been an amazing leader in HR, Legal Defenders, Pretrial, and Risk, helping the County to progress in all of those areas. He has connections with every County department, has a relationship with leaders, is down-to-earth, and takes time to talk to employees one-on-one. Deputy Director Robinson read statements from employees that delivered high praise to Director Bone and the work environment he created. He ended his recognition with some "Chris-isms," stating: "Let me shift gears, get off my soap box, because it is what it is."

Director Bone took a moment to speak, saying it is hard to leave, and he is very proud of the work they have all accomplished together. He discussed the technological and cultural shift that took place when they transitioned from paper to electronic timekeeping. He acknowledged the County leaders and said Davis County is a great place to be.

Information Systems

Krista Bass, 30 Years - Jeff Hassett, Director of Information Systems (IS), started off using Cindy Stoeckl's words, since she is usually the presenter of the IS Service Awards. Cindy said she is lucky to have Krista as a coworker and a friend. Krista is a great employee and is what everyone should strive to be. She is dedicated, hard-working, friendly, and willing to take on any task. Director Hassett said he agrees with everything Cindy said, and that Krista is the moral compass for the IS department. He recounted a funny story, saying that Krista once handed him a letter from the mail and said, "This is for you." When he opened the letter, he found a job posting for a position in Colorado. He joked that he got the hint and knew quickly how she felt about him.

Library

Jennifer Pitcher, 5 Years - Jennifer was not able to be in attendance, but was thanked with a round of applause.

Laurie Hatch, 5 Years - Laurie was not able to be in attendance, but was thanked with a round of applause.

Brenda Lower, 10 Years - Josh Johnson, Library Director, said he's known Brenda a long time since they went to "Library School" together. Brenda has diverse experience, having worked in several public libraries and book stores. Brenda is the first to jump in on a project, and she enjoys change. She has worked at almost every Library branch in the County, going from a Shelving Page to a Branch Manager. Earlier this year, Brenda published an article in a national publication, marking a big accomplishment. One time, she was subbing for a manager in a different branch, when as soon as she walked in, the power went out. She handled it well, and this showcased the type of person she is — willing to step up and pitch in.

Public Works

Brett Bell, 5 Years - Brett was not able to be in attendance, but was thanked with a round of applause.

Commissioner Kamalu invited everyone to bring their children/grandchildren for Trick-or-Treating inside the Davis County Administrative Building from 2:00 - 4:00 PM on Halloween Day, October 31st. All three Commissioners and the two support staff will be dressed up in honor of Shauna, the departing Office Manager.

[Commissioner Stevenson arrived at 10:33 AM]

- 2
- #2025-1080. Notice Is Hereby Given that the Board of Commissioners of Davis County Will Hold a Truth-in-Taxation Hearing on December 2, 2025, at 6:00 pm in the Davis County Administration Building to Discuss Their Intent to Raise Property Taxes by No More Than \$12,675,000 or 29.97% above the 2025 Budgeted Revenues. The Increase Is Necessary Due to Rising Inflation and Increased Demand for Public Services—including Public Safety, Criminal Prosecution, and Indigent Defense. The County Will Hold Several Open Houses for the Public to Attend to Learn More About the Proposed Increases. More Information Can Be Found at <https://www.daviscountyutah.gov/truth-in-taxation>**

Commissioner Kamalu expressed her desire for all to come, and Commissioner Stevenson pointed out that the 29.97% is the maximum amount, not the finalized percentage.

APPROVAL OF MEETING MINUTES

- 3
- #2025-1063. Approval of the Work Session Meeting Minutes for September 16, 2025 - recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office**
- 4
- #2025-1078. Approval of the Work Session Meeting Minutes for September 23, 2025 - recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office**
- 5
- #2025-1068. Approval of the Regular Commission Meeting Minutes for September 23, 2025 - recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office**
- 6
- #2025-1077. Approval of the Regular Commission Meeting Minutes for September 16, 2025 - recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office**
- 7
- #2025-1109. Approval of the Regular Commission Meeting Minutes for September 30, 2025 - recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office**

VOTING:

Motion to Approve Items 3-7: Lorene Kamalu. Second: John Crofts. All present voted aye.

BUSINESS/ACTION

COMMISSIONERS' OFFICE

- 8
- #2025-1097. Approval of the Donation of Funds to the Davis County Interfaith Christmas Program - recommended by Bob Stevenson, Davis County Commissioner on behalf of John Crofts, Davis County Commissoin Vice Chair, Commissioners' Office**

Financial Information:

- Type: Payable
- Amount: \$5,000.00

Terms:

- Beginning Date: 10/04/2025
- Ending Date: 10/14/2025

Commissioner Stevenson presented this item and detailed other entities that also donated.

Commissioner Kamalu explained that while she supports the cause, she is voting "No" since the funding for these types of events has run out.

VOTING:

Motion to Approve Item 8: Bob Stevenson. Second: John Crofts. Aye: Bob Stevenson, John Crofts. Nay: Lorene Kamalu.

9 **#2025-1113. Approval of an Order Calling a Special Meeting of the Board of Davis County Commissioners to be Held on October 15, 2025 - recommended by Lorene Kamalu, Davis County Commission Chair, Commissioners' Office**

VOTING:
Motion to Approve Item 9: Lorene Kamalu. Second: Bob Stevenson. All present voted aye.

COMMUNITY & ECONOMIC DEVELOPMENT

10 **#2025-1067. Agreement with PepsiCo Beverage Sales, LLC to Sell Pepsi Products at the Western Sports Park, and Allowing PepsiCo to Place Vending Machines at the Western Sports Park and Receive Sponsorship Funding from PepsiCo - recommended by Bob Stevenson, Davis County Commissioner, on behalf of Kent Anderson, Director, Community & Economic Development - Western Sports Park**

Financial Information:	Terms:
• Type: Payable and Receivable • Amount: See Agreement	• Beginning Date: 09/16/2025 • Ending Date: 09/15/2030

Commissioner Stevenson explained that this is a receivable for us, instead of an expense.

VOTING:
Motion to Approve Item 10: Lorene Kamalu. Second: John Crofts. All present voted aye.

PUBLIC HEARING: CONTROLLER'S OFFICE

11 **#RES 2025-24. Public Hearing and Approval of a Resolution for Additional Budget Appropriations - recommended by Scott Parke, County Controller, Controller's Office**

Financial Information: N/A	Terms: N/A
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County Controller Parke explained some of the adjustments made:

1. The County issued a Bond earlier this year for the remodeling of a Library; debt service has been added to make the first interest payment. This comes from the Library's operating account, for which they have already been budgeting.
2. An increase of about \$152,000.00 is being allocated to Legal Defender's contract payments due to some appeals and complex cases.
3. Davis County needs to make a \$12 million contribution to the West Davis Corridor. This money is restricted for this purpose, and will be used to continue the highway through to the northern border of the County.
4. The Health Department needs money to replace door lock panels and switches.
5. The County received a new grant of \$14,700.00 that covers both payables and receivables.
6. There are some additional reallocations of funds that do not increase the overall budget.

VOTING:
Motion to Open Public Hearing for Item 11: Lorene Kamalu. Second: John Crofts. All present voted aye.

Commissioner Kamalu invited public comments; no comments were made.

VOTING:
Motion to Close the Public Hearing and Approve Item 11: Lorene Kamalu. Second: John Crofts. All present voted aye.

HEALTH

12 **#2025-1058. Approval of Amendment #5 to Contract #2023-0760 with the Utah Department of Health & Human Services for Community and Clinical Intervention - recommended by Brian Hatch, Director, Health - Community Services**

Financial Information:	Terms:
• Type: Receivable • Amount: \$28,462.94	• Beginning Date: 09/30/2025 • Ending Date: 09/29/2026

13 **#2025-1073. Approval of an Agreement with Utah Department of Health & Human Services Providing Funding for the Preventative Health and Health Services (PHHS) Block Grant 2025 - recommended by Brian Hatch, Director, Health - Community Services**

Financial Information:	Terms:
• Type: Receivable • Amount: \$114,189.00	• Beginning Date: 10/01/2025 • Ending Date: 09/30/2027

14 **#2025-1082. Approval of Amendment #3 to Contract #2023-0761 with Davis School District ECig Prevention Grant, Updating Objectives for FY26 in Accordance with Utah Code 26-A-1-129, E-Cigarette, Marijuana & Other Drug Prevention Grant Program - recommended by Brian Hatch, Director, Health - Community Services**

Financial Information:	Terms:
• Type: Payable • Amount: \$100,000.00	• Beginning Date: 09/30/2025 • Ending Date: 06/30/2026

15 **#2025-1085. Approval of Amendment #2 to Contract #2023-0802 with South Davis Communities that Care (CTC) Coalition ECig Prevention Grant, Updating Objectives for FY26 in Accordance with Utah Code 26-A-1-129, E-Cigarette, Marijuana & Other Drug Prevention Grant Program - recommended by Brian Hatch, Director, Health - Community Services**

Financial Information:	Terms:
• Type: Payable • Amount: \$55,755.00	• Beginning Date: 09/30/2025 • Ending Date: 06/30/2026

16 **#2025-1086. Approval of Amendment #2 to Contract #2023-0801 with Layton Communities that Care (CTC) ECig Prevention Grant, Updating Objectives for FY26 in Accordance with Utah Code 26-A-1-129, E-Cigarette, Marijuana & Other Drug Prevention Grant Program - recommended by Brian Hatch, Director, Health - Community Services**

Financial Information:	Terms:
• Type: Payable • Amount: \$41,168.98	• Beginning Date: 09/30/2025 • Ending Date: 06/30/2026

17 **#2025-1088. Approval of Amendment #2 to Contract #2024-0602 with the Utah Department of Health & Human Services for Public Health Emergency and Healthcare Preparedness Programs Fiscal Year 2024-2028 - recommended by Brian Hatch, Director, Health - Community Services**

Financial Information:	Terms:
• Type: Receivable • Amount: \$100,594.92	• Beginning Date: 10/1/2025 • Ending Date: 6/30/2026

This is the remaining 25% of the grant from which the County had originally received 75%.

18 **#2025-1087. Approval of Amendment #2 to Contract #2023-0800 with North Davis Communities That Care (CTC) Coalition ECig Prevention Grant, Updating Objectives for FY26 in Accordance with Utah Code 26-A-1-129, E-Cigarette, Marijuana, & Other Drug Prevention Grant Program - recommended by Brian Hatch, Director, Health - Community Services**

Financial Information:	Terms:
• Type: Payable • Amount: \$44,040.00	• Beginning Date: 09/30/2025 • Ending Date: 06/30/2026

VOTING:
Motion to Approve Items 12-18: Bob Stevenson. Second: John Crofts. All present voted aye.

HUMAN RESOURCES

19 **#2025-1091. Approval of a Software Service Agreement with "Catalis" for the AIMS System for an Annual Subscription for Pretrial Services - recommended by Christopher Bone, Director, Human Resources**

Financial Information:	Terms:
• Type: Payable • Amount: \$15,309.00 for 2025; Ongoing Costs: \$16,227.54 for 2026; \$17,201.19 for 2027	• Beginning Date: 01/01/2025 • Ending Date: Ongoing

VOTING:
Motion to Approve Item 19: John Crofts. Second: Lorene Kamalu. All present voted aye.

LIBRARY

20 **#2025-1081. Approval of a Memorandum of Agreement With Utah State Library for access to the Overdrive Beehive Library Consortium - recommended by Ellen Peterson, Deputy Director, Library**

Financial Information:	Terms:
• Type: Payable • Amount: \$122,640.39	• Beginning Date: 01/01/2026 • Ending Date: 12/31/2026

VOTING:
Motion to Approve Item 20: Lorene Kamalu. Second: Bob Stevenson. All present voted aye.

SHERIFF'S OFFICE

21 **#2025-1102. Approval of Contract with Midwest Commercial Interiors for Furniture, Fixtures, and Equipment (FFE) for the Emergency Operations Center - recommended by Kelly Sparks, Davis County Sheriff, presenting on behalf of Arnold Butcher, Chief Deputy, Sheriff's Office**

Financial Information:	Terms:
• Type: Payable • Amount: \$218,480.25	• Beginning Date: 10/14/2025 • Ending Date: 12/31/2025

The construction of the Emergency Operations Center (EOC) is being paid for by Federal and other grants. The anticipated opening of the EOC is expected around mid-December.

VOTING:
Motion to Approve Item 21: John Crofts. Second: Lorene Kamalu. All present voted aye.

TREASURER'S OFFICE

22 **#2025-1056. Approval of an Agreement with CSG Forte Payments, Inc. for a New Merchant ID for Davis County Public Works** - *recommended by Matt Brady, Davis County Treasurer, Treasurer's Office*

Financial Information:	Terms:
• Type: Payable • Amount: \$75.00	• Beginning Date: 09/25/2025 • Ending Date: Automatically Renews Yearly Unless Terminated in Writing by Either Party (per Contract #2012-0330). The Pricing Fee Schedule Shall Remain Unchanged Through 09/24/2028.

This will allow an online payment option for excavations and other fees. This will be \$75.00-\$100.00 a year.

23 **#2025-1057. Approval of an Amendment to Contract #2012-0330 with CSG Forte Payments, Inc. for Online Payment Processing** - *recommended by Matt Brady, Davis County Treasurer, Treasurer's Office*

Financial Information:	Terms:
• Type: Payable • Amount: 2.5% of Online Payment Amounts (min. \$1.55) or \$4.00 per Debit Card Transaction in Person. The Previous Service Fees Were 2.45% or \$3.95.	• Beginning Date: 09/25/2025 • Ending Date: Automatically Renews Yearly Unless Terminated in Writing by Either Party (per Contract #2012-0330). The Pricing Fee Schedule Shall Remain Unchanged Through 09/24/2028.

VOTING:

Motion to Approve Items 22-23: Bob Stevenson. Second: John Crofts. All present voted aye.

CONSENT ITEMS

24 **#2025-1070. Notice of Intent to Engage in Contract Negotiations for Construction Management Services for the Bountiful Library** - *recommended by Scott Parke, County Controller, Controller's Office*

25 **#2025-1089. Approval of an Agreement with Surge Dance Competition for a Dance Competition** - *recommended by Kent Andersen, Director, Community & Economic Development - Western Sports Park*

Financial Information:	Terms:
• Type: Receivable • Amount: \$6,298.25	• Beginning Date: 04/30/2026 • Ending Date: 05/02/2026

26 **#2025-1083. Approval of an Agreement with DC Select Swoosh for Basketball Training** - *recommended by Kent Andersen, Director, Community & Economic Development - Western Sports Park*

Financial Information:	Terms:
• Type: Receivable • Amount: \$2,478.00	• Beginning Date: 10/23/2025 • Ending Date: 02/24/2026

27 **#2025-1075. Approval of an Agreement with Premier Lacrosse for Lacrosse Games** - *recommended by Kent Andersen, Director, Community & Economic Development - Western Sports Park*

Financial Information:	Terms:
• Type: Receivable • Amount: \$2,065.00	• Beginning Date: 10/05/2025 • Ending Date: 10/19/2025

28 **#2025-1084. Approval of an Agreement with Layton Strikers for Winter Soccer Training -**
 recommended by Kent Andersen, Director, Community & Economic Development - Western Sports Park

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| Financial Information: | Terms: |
| <ul style="list-style-type: none">• Type: Receivable• Amount: \$7,588.88 | <ul style="list-style-type: none">• Beginning Date: 11/17/2025• Ending Date: 02/26/2026 |

29 **#2025-1076. Approval of an Agreement with Lifeline Systems Company for In-Home Services for Elderly or Disabled Adults 18 Years or Older -**
 recommended by Brian Hatch, Director, Health - Senior Services

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| Financial Information: | Terms: |
| <ul style="list-style-type: none">• Type: Payable• Amount: Varies, See the Rate and Service Table | <ul style="list-style-type: none">• Beginning Date: 07/01/2025• Ending Date: 06/30/2026 |

30 **#2025-1104. Approval of Low Dollar Contracts signed by the Library Director -**
 recommended by Joshua Johnson, Director, Library

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| Financial Information: | Terms: |
| <ul style="list-style-type: none">• Type: Payable• Amount: \$5,225.00 | <ul style="list-style-type: none">• Beginning Date: 08/04/2025• Ending Date: 11/17/2025 |

31 **#2025-1103. Approval of Donations to the Davis County Library -**
 recommended by Joshua Johnson, Director, Library

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| Financial Information: | Terms: |
| <ul style="list-style-type: none">• Type: Receivable• Amount: \$2,724.38 | <ul style="list-style-type: none">• Beginning Date: 07/01/2025• Ending Date: 09/30/2025 |

VOTING:
Motion to Approve Items 24-31: 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

32 **#2025-199. Property Tax Register 10-14-2025 -**
 recommended by Scott Parke, Davis County Controller on behalf of Sulika Laulu, Tax Administration Manager, Tax Administration

The Property Tax Register for 10/14/2025 was presented and contained the following: Controller’s Adjustments consisting of Appeals reports, Abatement reports, and Corrections; Assessor’s Adjustments consisting of Corrections. This record is maintained by the Davis County Controller as the Clerk of the Board of Equalization.

VOTING:
Motion to Approve Item 32: Lorene Kamalu. Second: John Crofts. All present voted aye.

VOTING:
Motion to Reconvene Commission Meeting: Lorene Kamalu. Second: John Crofts. All present voted aye.

CLOSING REMARKS

Brian McKenzie, County Clerk, said ballots will begin arriving as early as today in preparation for the municipal general elections. Daviscountyelectionsutah.gov has information on candidates, issues, and important ballot questions. In accordance with the new law, all ballots must be received by 8:00 PM on Election Day. A Town Hall meeting will be held the following evening, October 15th, at 6:00 PM in the Commission Chambers, which will include a special report on an in-depth review of voter registration records.

Commissioner Crofts thanked Becky Ginos of the Davis Journal for attending the Commission Meetings. Commissioner Crofts advocated for expanding the newspaper to be countywide, believing that informed public engagement improves the performance of elected officials. He also expressed public support for communities that open their meetings with prayer, noting Governor Cox's encouragement of prayer during the 2022 drought, alongside allocating funds for flood control. Additionally, he voiced support for local Davis County businesses and credit unions, citing Davis County's high credit union participation rates.

Commissioner Kamalu praised the work of Health Director Brian Hatch, noting that Utah was well-represented at a recent national conference for local Boards of Health. She stated that Davis County has been first in the nation for several public health achievements.

MEETING ADJOURNED

The meeting adjourned at 11:01 AM.

Minutes Prepared by:
Solana Guest
Deputy Clerk

Minutes Approved
on: 11/04/2025



Brian McKenzie
Davis County Clerk



Lorene Miner Kamalu
Commission Chair

