

BOARD OF DAVIS COUNTY COMMISSIONERS MINUTES

Board of Davis County Commissioners - Regular Meeting Minutes Tuesday, March 3, 2026

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on March 3, 2026, 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 John Crofts
Davis County Commission Vice Chair Bob Stevenson
Davis County Commissioner Lorene Kamalu
Clerk Brian McKenzie

PLEDGE OF ALLEGIANCE

The meeting convened at 10:00 AM, and John Adams led the Pledge of Allegiance.

PUBLIC COMMENTS

Commissioner Crofts invited public comments; no comments were made.

RECOGNITION, PRESENTATION, AND INFORMATIONAL ITEMS

- 1 **#2026-198. March 2026 Employee Service Awards** - *recommended by Lorene Kamalu, Davis County Commissioner, Commissioners' Office*

Sheriff

Andrea Osiek, 5 Years - Andrea was not in attendance, but was recognized with a round of applause.

Joe O'Donnell, 5 Years - Joe was not in attendance, but was recognized with a round of applause.

Jonathan Black, 10 Years - Sergeant Jennifer Schow, Jonathan's supervisor, praised Jonathan for balancing his roles as a husband, a father of five, a law school student, all while being an approachable leader with a positive attitude. She highlighted Jonathan’s strong connection with his crew, saying he is always hyping his team to work out and stay healthy. She commented on his ability to foster a culture of trust and teamwork, and his talent for leading with both authority and camaraderie.

Daniel Jaquez, 20 Years - Sergeant John Nicholas shared that Daniel has worn many hats, working in corrections, court security, civil transportation, the Professional Standards Unit (PSU), and the Special Weapons and Tactics (SWAT) team. He commended Daniel’s wealth of knowledge and his recent excellent work in developing training plans, calling it an honor to be his boss.

Greg Spring, 25 Years - Sergeant Nicholas reminisced about starting with Greg twenty-six years ago in court security before Greg moved on to detectives and the gang task force. Commissioner Kamalu acknowledged the profound brotherhood and sisterhood among first responders and thanked Greg for his current work as an entry deputy, a crucial spot for showing kindness to the public.

Robyn Gruber, 25 Years - Chief Deputy Arnold Butcher introduced Robyn, saying he's known her since before she started working at the County. He shared a fond memory of a horse show grand entry where Robyn was the first to jump off her horse to assist him after a fall. He praised her as a dedicated member who expertly handles the day-to-day processing of civil papers—a vital statutory obligation. He noted she is

a go-to source of knowledge, especially regarding receiving and processing court paperwork. Robyn comes from a family deeply dedicated to the success of the County's Sheriff's Office, as evidenced by the many family members employed there in various roles.

Attorney

Nathan Lyon, 15 Years - Nathan was not in attendance, but was recognized with a round of applause.

Golf Courses

Derek Schmehl, 5 Years - Derek was not in attendance, but was recognized with a round of applause.

Derek Christensen, 5 Years - Derek was not in attendance, but was recognized with a round of applause.

Ernest Clawson, 5 Years - Ernest was not in attendance, but was recognized with a round of applause.

Stanton Nielsen, 5 Years - Stanton was not in attendance, but was recognized with a round of applause.

Health

Marva Knudsen, 15 Years - Division Director Jay Clark praised Marva's exceptional work ethic, noting she masterfully juggles meticulous data entry and outstanding customer service as a part-time office specialist. He shared a recent anecdote of a citizen expressing immense gratitude for Marva's help and highlighted her willingness to adjust her schedule to support the team.

Sheryl Knight, 10 Years - Deputy Director Rachelle Blackham shared that Sheryl went back to school for a social work degree after raising her children and has since dedicated herself to caring for the aging community as a case manager. She started with the County as an intern, and has stayed on ever since, ensuring every client feels "seen, heard, and supported, and that their needs are met." Sheryl was awarded the Director's Award in 2023 by the County's Health Director, Brian Hatch. Deputy Director Blackham lauded Sheryl, saying the community is better because of her dedication, and highlighted the community dementia dialogue classes that Sheryl teaches.

Library

Melinda Anderson, 20 Years - Commissioner Kamalu engaged Melinda in a brief interview, where Melinda shared that she has spent her career at the Layton branch, where she oversees "Move to the Beat!" Monday mornings, an event geared for young children. Commissioner Kamalu emphasized the lifelong positive impact librarians can have on people's lives.

- 2 **#2026-207. Receipt of an Application for Adjustment of Property Tax (UCA § 59-2-1347)** - *recommended by Brian McKenzie, Clerk, Clerk's Office*

Clerk McKenzie stated that the application will be sent on to the tax advisory committee, which will bring a recommendation back to the Commission for consideration at a future meeting.

MEETING MINUTES

- 3 **#2026-220. Approval of the Special Meeting Minutes for February 09, 2026** - *recommended by John Crofts, Davis County Commission Chair, Commissioners' Office*
- 4 **#2026-219. Approval of the Regular Commission Meeting Minutes for February 10, 2026** - *recommended by John Crofts, Davis County Commission Chair, Commissioners' Office*

VOTING:

Motion to Approve Items 3-4: Lorene Kamalu. Second: John Crofts. All present voted aye.

BUSINESS/ACTION

CLERK'S OFFICE

- 5 **RES #2026-11. Approval of a Resolution and an Interlocal Cooperation Agreement with Bountiful City for the Placement of a Ballot Drop Box** - *recommended by Brian McKenzie, Clerk, Clerk's Office*

Financial Information: N/A

Terms: N/A

Clerk McKenzie explained that due to the remodel and construction at the Bountiful Library, the drop box is being temporarily moved to the nearby Senior Center. He noted it would be placed there for approximately two years, until the new Bountiful Library Branch is completed, and with a small financial impact strictly related to the cost of the County Facilities department relocating the box.

VOTING:
Motion to Approve Item 5: Lorene Kamalu. Second: John Crofts. All present voted aye.

COMMUNITY & ECONOMIC DEVELOPMENT

- 6 **#2026-216. Approval of an Agreement with Haroon Transportation Inc. for Transportation Services at the 2026 Great Salt Lake Bird Festival** - *recommended by Kent Andersen, Director, Community & Economic Development - Tourism*

Financial Information:

- Type: Payable
- Amount: \$18,250.00

Terms:

- Beginning Date: 05/14/2026
- Ending Date: 05/17/2026

Director Andersen presented the agreement for transportation services, which covers vans to transport attendees on field trips during the Bird Festival, which takes place May 14-17, 2026.

- 7 **#2026-227. Approval of the Davis County Utah Homeless Management Information System (UHMIS) Policy for Client Data Entry** - *recommended by Kent Andersen, Director, Community & Economic Development - Community Services*

Financial Information: N/A

Terms: N/A

Director Andersen explained that this policy is required for collecting intake information for Code Blue events and hotel vouchers before passing the data to the State.

- 8 **#2026-234. Approval of the 2025-2026 Community Development Block Grant (CDBG) Contract Amendment #1 for Contract #2025-0650 with Habitat for Humanity of the Greater Salt Lake Area** - *recommended by Kent Andersen, Director, Community & Economic Development - Community Services*

Financial Information:

- Type: Payable
- Amount: \$210,000.00

Terms:

- Beginning Date: 07/01/2025
- Ending Date: 06/30/2026

This amendment provides an additional \$80,000.00 for critical home repairs in the County because the initial funds were fully expended.

- 9 **RES #2026-9. Approval of a Resolution to Amend an Interlocal Cooperation Transportation Agreement (Resolution #2024-0023) with Woods Cross City for the 1100 West Reconstruction Project** - *recommended by Kent Andersen, Director, Community & Economic Development - Economic Development*

Financial Information:

- Type: Payable
- Amount: \$1,400,000.00

Terms:

- Beginning Date: 03/03/2026
- Ending Date: 07/31/2028

This is an extension of a three-phase project contract to allow completion without allocating new money.

- 10
- RES #2026-10. Approval of a Resolution to Amend an Interlocal Cooperation Transportation Agreement (Resolution #2024-0002) with Syracuse City for the 2500 West Project - recommended by Kent Andersen, Director, Community & Economic Development - Economic Development**

Financial Information:	Terms:
• Type: Payable • Amount: \$2,817,918.00	• Beginning Date: 03/03/2026 • Ending Date: 06/30/2028

Items 9 and 10 are both funded by Davis County's 3rd Quarter grant funds.

VOTING:
Motion to Approve Items 6-10: Bob Stevenson. Second: John Crofts. All present voted aye.

CONTROLLER'S OFFICE

- 11
- RES #2026-12. Approval of a Resolution of Davis County, Utah, Authorizing the Purchasing Agent to Exercise Discretion to Use Currently Permitted and Alternative Procurement Methods Pending Adoption of an Updated Purchasing Policy - recommended by Scott Parke, County Controller, Controller's Office**

Financial Information: N/A	Terms: N/A
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Controller Parke explained that the County's current purchasing policy is substantial and needs to be revised properly rather than quickly. This Resolution allows the County to temporarily utilize alternative procurement methods available to the State of Utah to maximize purchasing value while the policy is updated. A report of all alternate methods used for procurement will be presented to the Commission review.

VOTING:
Motion to Approve Item 11: Bob Stevenson. Second: Lorene Kamalu. All present voted aye.

- 12
- #2026-233. Approval of 2026 Amendment K to the Comprehensive Contract for Substance Abuse and Mental Health Services with Davis Behavioral Health - recommended by Scott Parke, County Controller, Controller's Office**

Financial Information:	Terms:
• Type: Payable • Amount: \$2,123,200.00	• Beginning Date: 01/01/2026 • Ending Date: 12/31/2026

This is the annual contract appropriating County funds to Davis Behavioral Health, for which the County has decided to partner with to perform statutorily obligated services. There is no cost increase from the prior year.

VOTING:
Motion to Approve Item 12: Lorene Kamalu. Second: John Crofts. All present voted aye.

HEALTH

- 13
- #2026-200. Approval of an Agreement with the Environmental Protection Agency (EPA) through the Utah Department of Environmental Quality for the Electric Vehicle Replacement Assistance Program (EVRAP) - recommended by Brian Hatch, Director, Health - Environmental**

Financial Information:	Terms:
• Type: Receivable • Amount: \$1,433,705.00	• Beginning Date: 03/01/2026 • Ending Date: 10/16/2029

Director Hatch presented this five-year program funded by the EPA that provides financial incentives for individuals to replace vehicles that fail emissions tests with electric vehicles.

14 **#2026-201. Approval of an Agreement with the Utah Department of Environmental Quality for Radon Outreach** - *recommended by Brian Hatch, Director, Health - Environmental*

Financial Information:

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

Terms:

- Beginning Date: 02/01/2026
- Ending Date: 01/31/2027

VOTING:

Motion to Approve Item 14: Lorene Kamalu. Second: Bob Stevenson. All present voted aye.

SHERIFF'S OFFICE

15 **#2026-225. Approval of a Sponsorship Agreement with ACE Hardware for a Shelter on Bay 7 of the Davis Shooting Range** - *recommended by Arnold Butcher, Chief Deputy, Sheriff's Office*

Financial Information:

- Type: Receivable
- Amount: \$2,000.00

Terms:

- Beginning Date: Upon Final Signature
- Ending Date: Five years from the Date of Final Signature

The Kaysville Ace Hardware is sponsoring a shelter to provide shade and protection from the elements, as the range is increasingly becoming a popular destination for recreational shooting and public competitions.

16 **#2026-226. Approval of Appendix A to Contract #2023-0656, County Fire Warden Agreement** - *recommended by Arnold Butcher, Chief Deputy, Sheriff's Office*

Financial Information:

- Type: Payable
- Amount: \$55,555.00

Terms:

- Beginning Date: Upon Final Signature
- Ending Date: Duration of the 2026 Calendar Year

17 **#2026-232. Approval of an Interlocal Cooperative Agreement between Bountiful City and Davis County for Highway Dispatch Call Routing** - *recommended by Arnold Butcher, Chief Deputy, Sheriff's Office*

Financial Information: N/A

Terms:

- Beginning Date: Upon Final Signature
- Ending Date: Five Years From The Final Signature Date

VOTING:

Motion to Approve Items 15-17: Bob Stevenson. Second: Lorene Kamalu. All present voted aye.

CONSENT ITEMS

18 **#2026-202. Approval of a Memorandum of Understanding (MOU) with America250 Utah Commission for Davis County Sponsored America250 Events in 2026** - *recommended by Kent Andersen, Director, Community & Economic Development - Tourism*

Financial Information:

- Type: Receivable
- Amount: \$3,000.00

Terms:

- Beginning Date: 02/11/2026
- Ending Date: 12/31/2026

19 **#2026-195. Approval of an Agreement with Utah Avalanche for the 2026 Mayor's Cup Soccer Tournament** - *recommended by Kent Andersen, Director, Community & Economic Development - Western Sports Park*

Financial Information:

- Type: Receivable
- Amount: \$7,939.93

Terms:

- Beginning Date: 09/01/2026
- Ending Date: 09/07/2026

20 **#2026-213. Approval of an Agreement with Woods Cross City for the Utah State University (USU) Water Fair** - 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: \$2,201.63 | <ul style="list-style-type: none">• Beginning Date: 04/21/2026• Ending Date: 04/22/2026 |

21 **#2026-215. Approval of an Agreement with the Samoyed Club of America for the Samoyed Club of America National** - 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: \$21,695.46 | <ul style="list-style-type: none">• Beginning Date: 10/08/2028• Ending Date: 10/14/2028 |

22 **#2026-228. Approval of an Agreement with Show Me Reptile Show for a Reptile Show** - 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: \$2,581.25 | <ul style="list-style-type: none">• Beginning Date: 03/13/2026• Ending Date: 03/15/2026 |

23 **#2026-230. Approval of an Agreement with the Sports Car Club of America (SCCA) Utah Region for SCCA AutoX-2026** - 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: \$2,065.00 | <ul style="list-style-type: none">• Beginning Date: 03/15/2026• Ending Date: 03/15/2026 |

24 **#2026-212. Approval of an Agreement with Great Salt Lake Audubon for Sponsorship of the 2026 Great Salt Lake Bird Festival** - recommended by Kent Andersen, Director, Community & Economic Development - Tourism

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| Financial Information: | Terms: |
| <ul style="list-style-type: none">• Type: Receivable• Amount: \$1,000.00 | <ul style="list-style-type: none">• Beginning Date: 05/14/2026• Ending Date: 05/17/2026 |

25 **#2026-214. Approval of an Agreement with National Audubon Society, Inc. for Sponsorship of the 2026 Great Salt Lake Bird Festival** - recommended by Kent Andersen, Director, Community & Economic Development - Tourism

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| Financial Information: | Terms: |
| <ul style="list-style-type: none">• Type: Receivable• Amount: \$1,000.00 | <ul style="list-style-type: none">• Beginning Date: 05/14/2026• Ending Date: 05/17/2026 |

26 **#2026-217. Approval of a Training Agreement with Angel Juan Gonzales for Special Functions Officer (SFO) and Basic Corrections Officer (BCO) Certification** - recommended by Arnold Butcher, Chief Deputy, Sheriff's Office

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| Financial Information: | Terms: |
| <ul style="list-style-type: none">• Type: Payable• Amount: \$18,594.00 | <ul style="list-style-type: none">• Beginning Date: Upon the Start Date of Employment• Ending Date: Two Years From the Starting Date of Employment |

27 **#2026-218. Approval of a Training Agreement with Thomas James Pugmire for Special Functions Officer (SFO) and Basic Corrections Officer (BCO) Certification** - *recommended by Arnold Butcher, Chief Deputy, Sheriff's Office*

Financial Information:	Terms:
• Type: Payable • Amount: \$18,594.00	• Beginning Date: Upon the First Day of Employment • Ending Date: Two Years From the Beginning Date

28 **#2026-231. Approval of a Shooting Range Agreement with Bruce Illum for a Small Training Event at the Davis Shooting Range** - *recommended by Arnold Butcher, Chief Deputy, Sheriff's Office*

Financial Information:	Terms:
• Type: Receivable • Amount: \$15.00 per Participant up to 5 Participants	• Beginning Date: 03/06/2026 • Ending Date: 03/06/2026

VOTING:
Motion to Approve Items 18-28: 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

29 **#2026-9. Property Tax Register 03-03-2026** - *recommended by Scott Parke, County Controller, Tax Administration*

The Property Tax Register for 02/24/2026-03/02/2026 was presented and contained the following: Controller’s Adjustments consisting of Appeals reports, Abatement reports, and Corrections. This record is maintained by the Davis County Controller as the Clerk of the Board of Equalization. Controller Parke noted that it combined two weeks and clarified that the high number of abatements was accurate, resulting from processing all disabled veteran reliefs and their related vehicle abatements.

VOTING:
Motion to Approve Item 29: Bob Stevenson. Second: John Crofts. All present voted aye.

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

CLOSING REMARKS

Commissioner Kamalu took a moment to honor Chief Greg Stewart of the South Davis Metro Fire, whose funeral the Commission would be attending immediately after the meeting. She expressed sorrow for his passing, offered condolences to the mourning community, and emphasized the importance of respecting first responders who put their lives on the line for their jobs.

Commissioner Crofts noted that Commissioner Stevenson was excused early to travel to the funeral. Commissioner Crofts then announced that he would be hosting a town hall on Thursday evening from 6:00-8:00 PM at the Historic Courthouse to discuss Davis County's government and history.

MEETING ADJOURNED

The meeting adjourned at 10:34 AM.

Minutes Prepared by:
Solana Guest
Deputy Clerk

Minutes Approved on:
03/24/2026


Brian McKenzie (Mar 25, 2026 08:46:11 MDT)

Brian McKenzie
Davis County Clerk


John Crofts (Mar 25, 2026 02:52:25 MDT)

John V. Crofts
Commission Chair

