BOARD OF DAVIS COUNTY COMMISSIONERS MINUTES

Board of Davis County Commissioners - Work Session Minutes
Tuesday, July 28, 2026

The Board of Davis County Commissioners met for a scheduled meeting at 8:30 AM on July 28, 2026, in room 306 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.

ROLL CALL

Chair Bob Stevenson
Vice Chair Lorene Kamalu [gone from 9:25-9:26 AM]
County Clerk Brian McKenzie
County Controller Scott Parke
Chief Deputy Civil Attorney Neal Geddes [arrived at 9:00 AM]
Human Resources Director Shawn Choate
Controller's Office Jordan Tilley
Health Director Brian Hatch
Community and Economic Development (CED) Director Kent Andersen
CED Planning Manager Jeff Oyler
CED Transportation Manager David Mitchell
Deputy Clerk Solana Guest
FrontRunner 2X Project Gray Thomas
FrontRunner 2X Project Braden Andersen
FrontRunner 2X Project Ryan Kitchen
Stacy Witbeck Contractor Cory Sargent
Resident Bret Millburn

ABSENT

Commissioner John Crofts

AGENDA ITEM

1 8:30 AM - 8:53 AM
#2026-718. Presentation of the Utah Transit Authority (UTA) and Utah Department of Transportation (UDOT) FrontRunner 2X Project - *recommended by Bob Stevenson, Davis County Commission Chair, Commissioners' Office*

Braden Andersen, FrontRunner 2X Deputy Director, led the discussion on the FrontRunner 2X Project, one of the first major joint projects between UTA and UDOT. He started by showing a video [see Attachment A3] that illustrated how adding more FrontRunner trains could not increase the frequency of train arrivals, since the Frontrunner currently utilizes a one-track system along most of the route. He explained that the project will implement strategic double tracking to decrease wait times between trains from 30 minutes to 15 minutes during peak hours, and from 60 minutes to 30 minutes during off-peak times. The project's purpose is to address current ridership being at 90% capacity, improve reliability, increase transportation choices, and outperform I-15 travel times by the year 2050 [see Attachment A5]. Braden noted that the project includes 11 double track sections, a new station in Bluffdale to support the Point project, 10 new train sets, and a new maintenance facility near the Beck Yard Station [see Attachment A6]. He stated that design and environmental studies are concluding, allowing construction to begin next year and finish by 2030 [see Attachment A8]. In the County, the project will feature 3.8 miles of double tracking north of Clearfield, 2.5 miles of double tracking north of Woods Cross, 1.8 miles of double tracking and the new maintenance facility at Beck Yard that will overlap the County line into Salt Lake County [see Attachments A9-14]. Addressing concerns raised by Kent Andersen, CED Director, and Bret Millburn, Braden assured that careful planning is going into the construction in Woods Cross to avoid closing consecutive grade crossings, and construction in North Salt Lake will be heavily coordinated with the I-15 Beck Street project, and highlighted that the current bridge construction in Clinton was designed with consideration to the FrontRunner 2X Project. He noted that there will be a two-month road closure for Barton Creek and Stone Creek near 500 South and 1600 North Pages Lane for irrigation work under the roads due to the two canals. Ryan Kitchen, Transit Designer for the FrontRunner 2X Project, clarified that the closure will likely be happening this winter, and Braden added that the timing is in coordination with the I-15 project. Commissioner Stevenson acknowledged that Adam Wright, Public Works

Director, has been in communication with the project team to mitigate concerns about long-term effects the project would have, and Ryan explained that the design has undergone several changes to alleviate the concerns and that "it's on a good path now."

[15:00] Braden transitioned to talking about the new maintenance facility, that will be just east of the Beck Yard section of the track and is being built by the contractor Big D, is currently at 30% design, and will function alongside the existing Warm Springs facility. Director Andersen requests that his department be kept up-to-date on infrastructure improvements throughout the County, and Braden agrees to coordinate with them. During construction, Braden explained that quiet zones will remain active, with train horns used only minimally for worker safety. Grey Thomas, FrontRunner 2X Project Public Involvement Lead, detailed proactive public involvement efforts, including digital newsletters and coordination meetings with local cities in the County. Commissioner Stevenson asked if they had received any pushback from Utah County, and Grey responded that another person handled the property acquisition for the project in that County and would be more familiar with the proceedings. Director Andersen asked about full electrification plans for the future, and Braden responded that while it is being considered in the long-range plans, the new trains for this project will be hybrid vehicles.

2 8:53 - 9:28 AM

#2026-732. A Work Session to Discuss Proposed Financial Policies and Cost Allocation Changes - *recommended by Scott Parke, County Controller, Jordan Tilley, Contract & Grant Administrator, Controller's Office*

[23:30] Scott Parke, County Controller, led the majority of the discussion on Item #2, which focused on proposed financial policy changes intended for the 2027 budget [see Attachment B]. He stated that policies for purchasing cards, fleet vehicles, capital assets, and the purchase of alcohol were ready for Commission approval, but that he wanted to finalize other proponents previously addressed, and discuss new ones. Controller Parke proposed updating the cell phone policy to eliminate tiered allowances in favor of a single $40.00 flat monthly rate for the limited number of employees (estimated at less than 10) who meet strict IRS criteria, while rolling all existing allowances into employees' base pay for 2027 [see Attachment B3]. Director Andersen noted that $40.00 per month would not cover the cost of a phone, and Controller Parke clarified that it is only meant to cover the incremental cost of business use, not an entire cell phone bill. Brian Hatch, Health Director, asked if someone whose allowance is rolled into their base pay could also apply for the $40.00, Controller Parke explained that they would prevent "double-dipping." Director Hatch then asked if the County could distribute its own emergency on-call phones, which Controller Parke confirmed is still allowed under the policy.

[28:30] Turning the discussion towards mileage reimbursement, Controller Parke explained that the initial proposal included two separate rates depending on the availability of a County fleet vehicle: 20.5 cents per mile (the IRS moving rate) if a fleet vehicle was available and the employee chose to drive their own car, and 72.5 cents if no County vehicle was available. However, following Commission feedback that it is often cheaper to rent a vehicle for longer trips (such as traveling to St. George) rather than paying the full 72.5 cents per mile, Controller Parke proposed averaging the two rates. The new proposed policy sets a single flat rate of 46.5 cents per mile, which roughly approximates the cost of a rental car and gas [see Attachment B4]. This rate will apply regardless of whether a County fleet vehicle is available, though individual departments can still enforce stricter internal policies that mandate the use of fleet vehicles. Controller Parke acknowledged Commissioner Kamalu's observation that the County might lose some savings when employees choose personal vehicles over available fleet vehicles, but explained that the County currently lacks the infrastructure to accurately track fleet vehicle availability. He emphasized that the extra administrative work required to verify availability wasn't worth it, stating he didn't want to "spend dollars to save pennies." Moving forward, this single rate will be updated annually every January by averaging the two new IRS rates for that given year.

[31:30] Controller Parke then presented changes to cost allocations, proposing that General Fund overhead costs, such as HR, accounting, and legal services, be allocated to departments based on measurable metrics, to comply with State and Federal guidelines [see Attachment B5]. Neal Geddes, Chief Deputy Civil Attorney, raised concerns that allocating legal costs might violate statutory requirements and deter departments from seeking necessary legal advice out of fear of exceeding their budgets. Director Andersen echoed the concern, stating that his department needs access to legal advice whenever necessary. Controller Parke clarified that departments would not be billed hourly; instead, allocations would be based on a long-term level of effort, such as a five-year rolling average. Commissioner Stevenson stated that he was uncomfortable with the proposition, and suggested meeting with Controller Parke, Human Resources (HR), and Legal before moving forward, to which Controller Parke agreed to do. Director Hatch expressed concern that flat allocations can exceed the indirect cost caps allowed on grants, causing a direct cut to services when budgets are reduced to cover the allocation. Controller Parke acknowledged the nuance of this issue but stressed the need for a consistent methodology that aligns with state and federal guidelines, offering to bring back a detailed plan showing exactly how the new methodology will impact department budgets.

[43:05] Moving to the budget policy, Controller Parke proposed removing outdated software instructions and establishing a recommended fund balance reserve of two to four months of operating expenditures [see Attachment B6]. When Commissioner Stevenson asked what the total dollar figure would be, Controller Parke estimated it at $16 million to $32 million for the General Fund. Commissioner Stevenson then asked about how a future Commission would know when to make adjustments if the financial "plane is heading down." Controller Parke explained that this recommended range will serve as an early warning signal in the County's five-year projections, prompting discussions when the balance dips below $16 million. Commissioner Kamalu added that the topic is widely misunderstood by the public and even some Commission candidates, noting that the County's budget became unbalanced due to an increased cost of living and the decrease in the fund balance, not due to governmental over-spending. Controller Parke emphasized the importance of distinguishing between ongoing revenues and one-time funding to ensure the ongoing budget remains properly balanced, applauding the Health Department for doing this exceptionally well. He concluded by clarifying that the redefined Budget Advisory Committee will act strictly as an advisory group to the Commission, vetting requests and providing helpful information, and its membership will now include a Civil Attorney representative [see Attachment B7].

[49:51] Jordan Tilley, Contract and Grant Administrator from the Controller's Office, took the last talking point of Item #2 to outline the new purchasing thresholds [see Attachment B8]. He stated that the micro-purchase limit would be raised from $5,000.00 to $15,000.00 for a single order—or under $50,000.00 cumulatively per year with a single vendor—to better align with Federal standards. The mid-tier range, which requires three written quotes, was expanded to cover purchases between $15,000.00 and $150,000.00. Jordan noted that while this may seem high, it is still well below the national threshold, which currently sits at $350,000.00. For any purchases exceeding $150,000.00, departments will be required to meet with Legal and purchasing staff to determine the most effective procurement route, utilizing newly structured tools like a simplified Request for Proposal (RFP), an invitation to bid, or the best value justification rather than defaulting solely to a traditional RFP. Director Hatch asked about how multi-year contracts exceeding $150,000.00 total are evaluated, and Jordan responded that they look at the overall cumulative amount of the contract and will sit down with the department to find the best procurement route on a case-by-case basis. Controller Parke said that the threshold could be adjusted as needed, but wanted to start at $150,000.00 and evaluate from there. Commissioner Kamalu briefly discussed how these updates address uniform guidance and Federal rule changes recently covered at a National Association of Counties conference.

3 9:28 - 9:37 AM
#2026-753. A Work Session to Review the Proposed Changes/Updates to the Leave Benefits Employee Policy - *recommended by Shawn Choate, Director, Human Resources*

Item #3 was presented by Shawn Choate, Human Resources Director, who reviewed proposed updates to the leave benefits employee policy [see Attachment C]. She outlined that Administrative Officers could offer 40 hours of incentive vacation to new hires upfront without needing Commission approval, which helps attract candidates with high accruals at their current jobs, thus streamlining the process. She highlighted proposed changes to the County's leave benefits policy, with several notable updates regarding the Family Medical Leave Act (FMLA). First, she noted that domestic partner language has been moved forward into the FMLA eligibility criteria. She also introduced changing the FMLA time calculation from a forward-counting calendar year to a 12-month rolling look-back period. Under the previous system, an employee could manipulate the rules by taking up to 12 weeks of leave at the end of one year and another 12 weeks at the start of the next year, resulting in up to five months of continuous absence. The rolling look-back period prevents this system manipulation while maintaining standard legal requirements.

[1:02:20] Additionally, Director Choate explained that employees taking FMLA will be required to exhaust their sick leave, but they will be allowed to keep up to 40 hours of vacation and 24 hours of personal preference time. This change ensures that employees recovering from a serious health condition aren't penalized by having zero paid time off left for the holidays. Director Hatch expressed that managing leave without pay and unbillable leave—such as combined FMLA and parental leave—creates major financial problems for grant-funded County departments. Because these departments rely on contract reimbursements, they do not have free tax dollars to cover unworked, unbillable leave. To address this, Controller Parke suggested exploring an increase to the County's termination pool used to cover leave payouts when employees retire or terminate.

He suggested that by increasing the pool, the County could use it to cover catastrophic leave as well, making it an allowable charge under federal grants that could help insure grant-funded departments against the budget impacts of losing an employee to an extended leave.

MEETING ADJOURNED

The meeting adjourned at 09:37 AM.

ATTACHMENTS

All publicly distributed materials associated with this meeting are noted as the following attachments:

1. A1-16: FrontRunner 2X Project
2. B1-8: Policy Changes 2026-07-20
3. C1-4: Policy Revision - Leave Benefit Final Draft

Minutes Prepared by:
Solana Guest
Deputy Clerk

Minutes Approved on:
08/11/2026

Jessy Turner for
Jessy Turner for (Aug 12, 2026 13:10:27 MDT)

Brian McKenzie
Davis County Clerk

Bob Stevenson
Bob Stevenson (Aug 12, 2026 13:03:44 MDT)

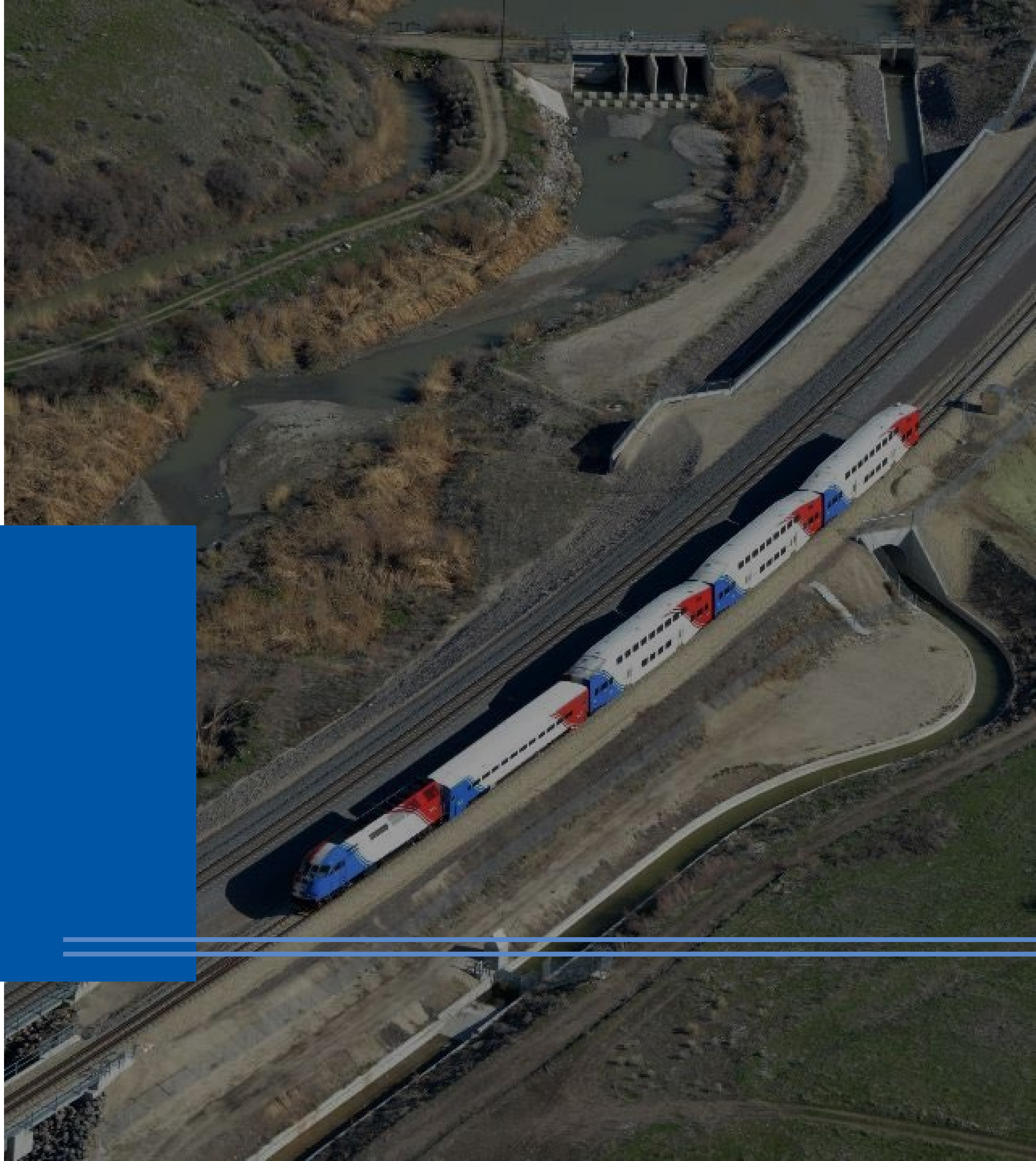
Bob J Stevenson
Commission Chair

FrontRunner 2X

UTA UDOT

Davis County Commission Meeting

July 28, 2026



Project Team

UTA SM

UDOT Keeping Utah Moving

Why Strategic Double Tracking?

A3

Project Purpose

- Ridership is at 90% capacity in the peak hour peak direction
- Doubles (2X) train frequency on the existing FrontRunner corridor to reduce congestion and increase ridership

Project Benefits

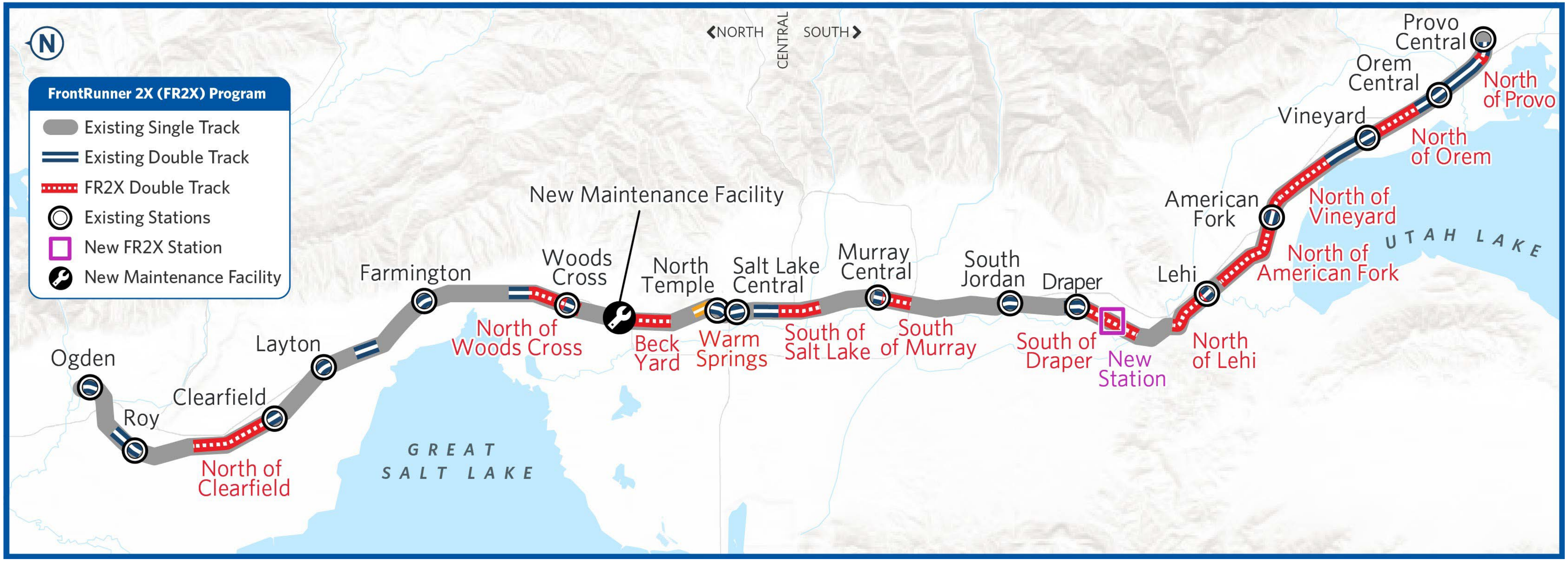
- Increased Frequency
  (15-minute peak, 30-minute off-peak)
- Increased Ridership
  (53% increase)
- Improved Reliability
- Increased Choice
  (17% faster than I-15 by 2050)
- Supports Economic Development

FrontRunner 2X Improvements

- 11 Double Track Sections
- 1 New Station
- 1 Track Realignment
- 10 New Trainsets
- Maintenance Facility

FRONTRUNNER 2X

Project Map



FRONTRUNNER 2X

Project Timeline

2023 - 2024

- Progressive Design-Build Request for Proposal
- Progressive Design-Builder Selection
- Start of Preconstruction
- Start of Environmental Study

2025 - 2026

- Environmental Study Completion
- Design and Preconstruction
- Final Design
- Train Procurement

2027 - 2030

- Construction
- Train Manufacturing, Delivery, and Testing
- Federal Grant Approval*

*Expected 2027

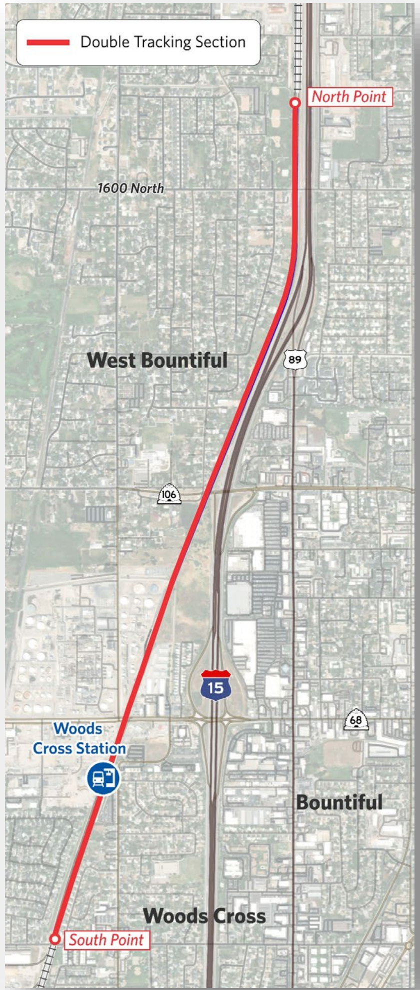
2030

- Construction Substantial Completion
- New Vehicles Testing and Start of Operation
- 15-minute Peak Service

Schedule is dependent on federal grants

Davis County Overview

North of Clearfield Section



North of Woods Cross Section

Beck Yard Section

FRONTRUNNER 2X

North of Clearfield Section Design Overview

North Point: 2300 North, Sunset

South Point: Clearfield Station

Length: 3.8 mi

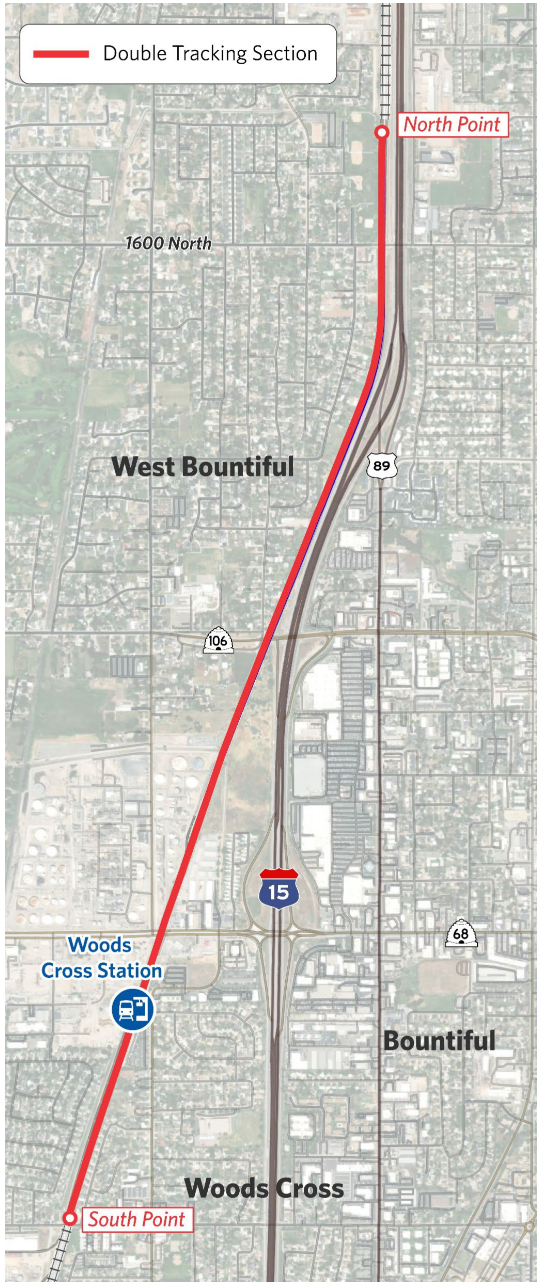
FRONTRUNNER 2X

North of Woods Cross Section Design Overview

North Point: 2050 North, West Bountiful

South Point: 1500 South, Woods Cross

Length: 2.5 mi



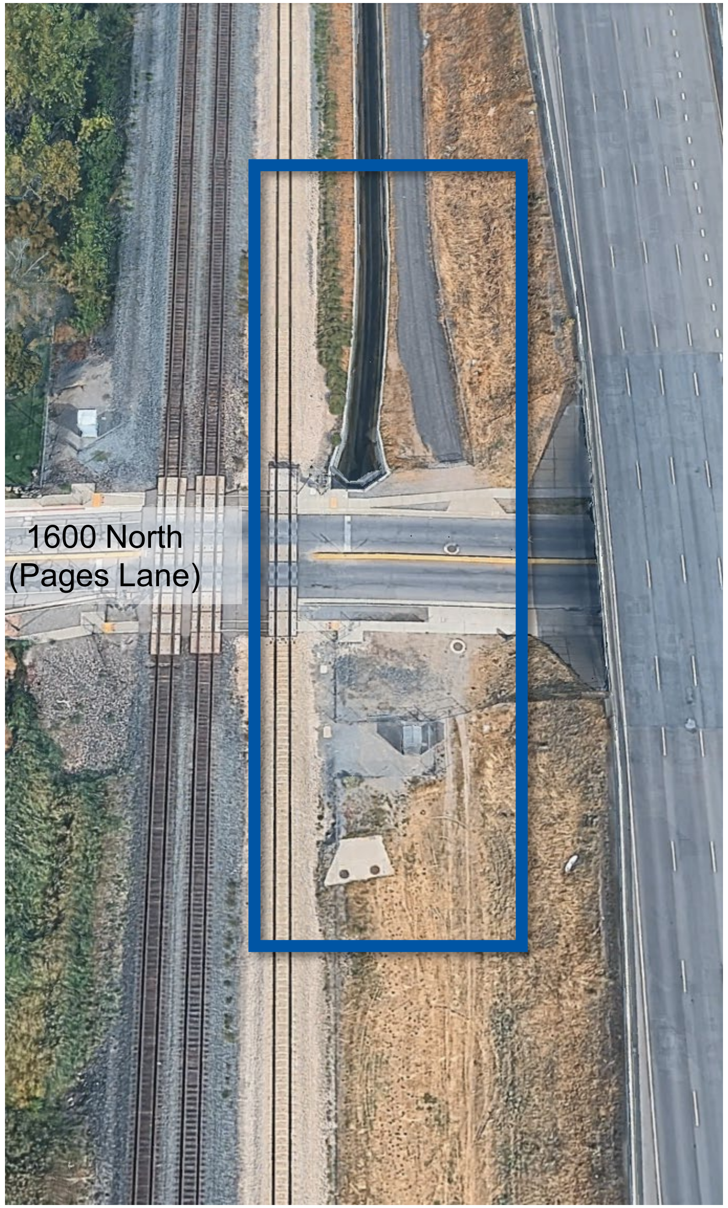
FRONTRUNNER 2X

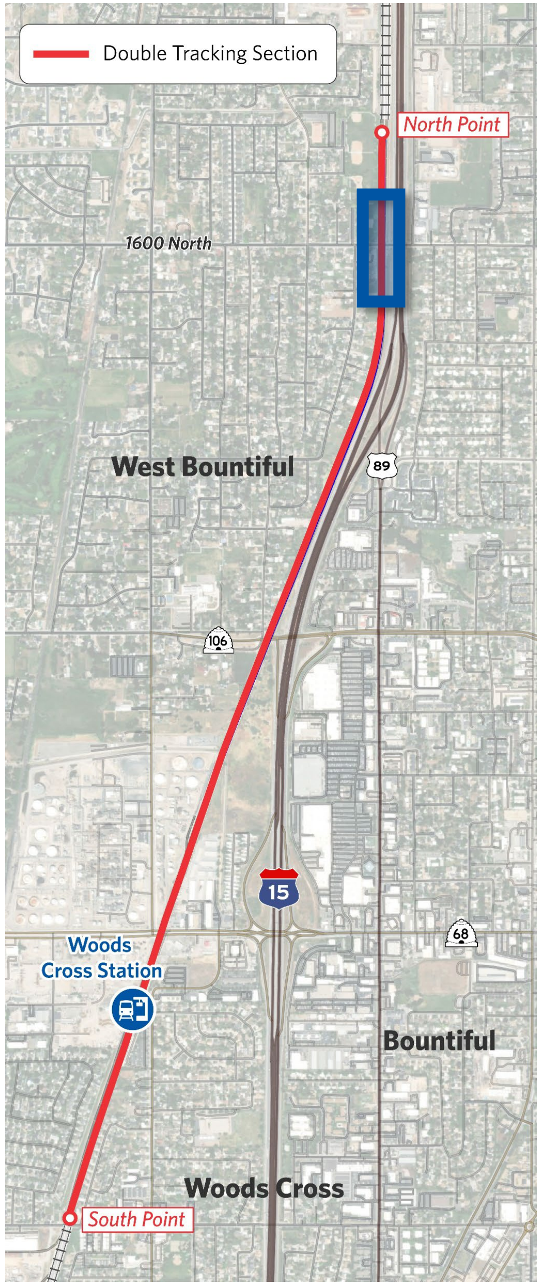
Notable Items

Barton-Stone Creek Relocation

Temporary Full Road Closure

- Pages Lane
  (approximately two months)





FRONTRUNNER 2X

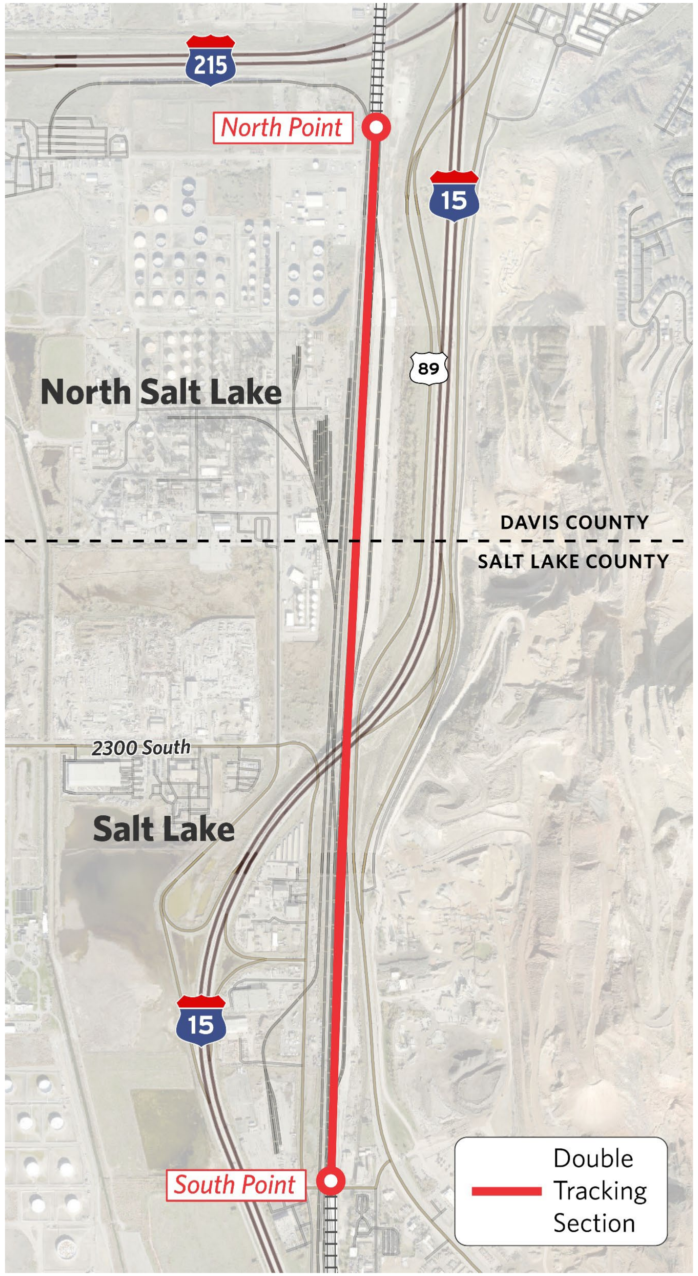
Beck Yard Section Design Overview

North Point: I-215 overpass, North Salt Lake

South Point: 1800 North, Salt Lake City

Length: 1.8 mi

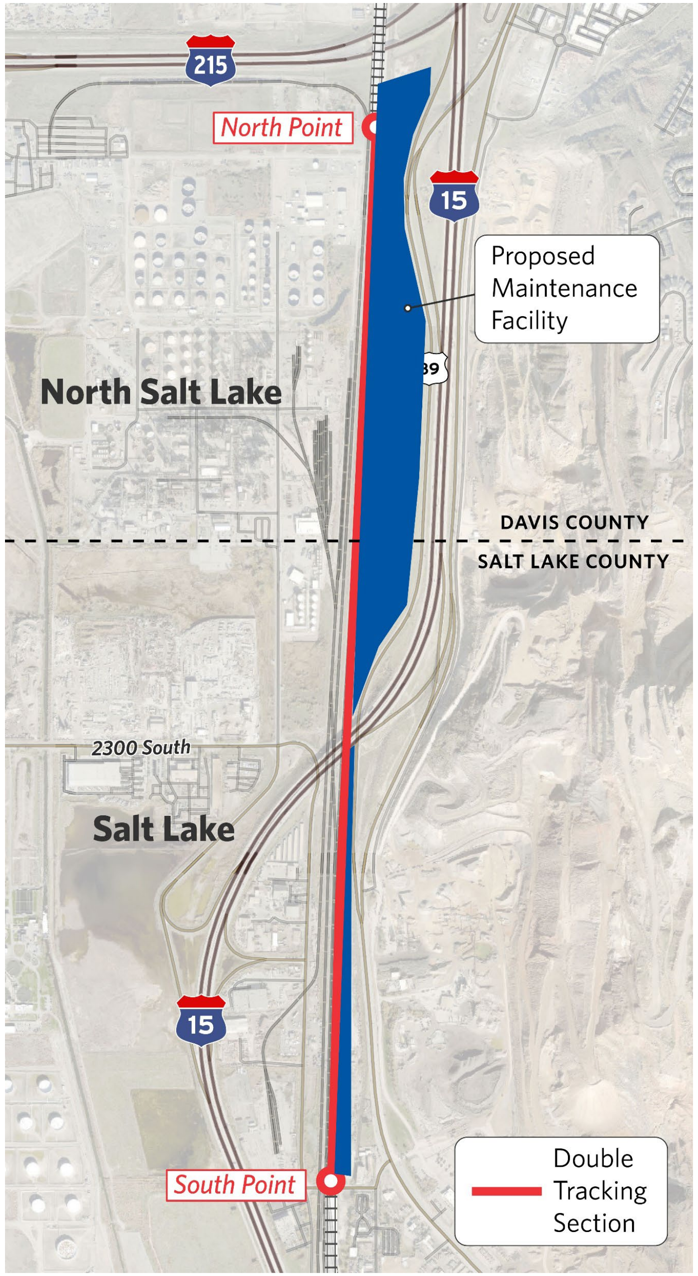
About 4,260 feet of the Beck Yard Section is within the boundaries of North Salt Lake in Davis County.



FRONTRUNNER 2X

Beck Yard Maintenance Facility

- A new maintenance facility will be constructed east of the track to service the new FrontRunner trainsets
- The facility will be on the border of Davis County and Salt Lake County



FRONTRUNNER 2X

Quiet Zones

- Quiet Zone status is granted by the Federal Rail Administration
- Quiet Zone status will remain during and following construction
- Trains are required to use horns near construction areas for safety

FRONTRUNNER 2X

Stay Informed

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Phone: 888-882-0373

FRONTRUNNER 2X