



PUBLIC NOTICE IS HEREBY GIVEN THAT THE  
**BOARD OF COMMISSIONERS OF UTAH COUNTY, UTAH**  
WILL HOLD A PUBLIC MEETING  
IN THE COMMISSION CHAMBERS - ROOM 1400  
OF THE UTAH COUNTY ADMINISTRATION BUILDING  
100 E CENTER ST, PROVO, UT 84606  
**October 30, 2024 - 2:00 PM**

When necessary, board members may participate electronically with the anchor location as stated above.

Or you may watch the meeting live on YouTube under the heading UTAH COUNTY GOVERNMENT or by going to the link: <https://www.youtube.com/channel/UckRYDnXVDLGv9792bhWn9Wg/videos>

The public may participate at the anchor location stated above. Public comments will be limited to two (2) minutes per individual unless otherwise approved by the Board.

Next two upcoming Commission Meeting dates: Wednesday, November 6, 2024 at 2:00 pm and  
Wednesday, November 13, 2024 at 2:00 pm.

~ **COMMISSION MEETING MINUTES** ~

In attendance: Commission Gordon (Chair), Commissioner Beltran, Commissioner Gardner Powers (via Zoom)

Others in attendance: see attached sign-in sheet and Zoom list

*(Meeting called to order: 2:07 pm)*

PRAYER/READING/THOUGHT: **Richard Nielson**

PLEDGE OF ALLEGIANCE: **Rodney Mann**

**CONSENT AGENDA**

1. RATIFICATION OF WARRANT REGISTER FOR OCTOBER 30, 2024 INCLUDING NOTES AND COMMENTS FROM THE COMMISSIONERS AS RECORDED ON THE INTERNAL SYSTEM.

-Jolynn Clegg, Clerk

**APPROVED ON CONSENT**

2. APPROVAL OF THE PAYROLL WARRANT SUMMARY FOR PAY PERIOD 21-2024.

-Jolynn Clegg, Clerk

**APPROVED ON CONSENT**

3. APPROVE PURCHASE ORDER FOR A THREE-YEAR RENEWAL OF CLARIS FILEMAKER CLOUD USERS SOFTWARE.

-Burt Garfield, Assessor

**APPROVED ON CONSENT**

*Agreement: 2024-893*

4. APPROVE AND AUTHORIZE THE COMMISSION CHAIR TO SIGN A SERVICE AGREEMENT WITH RUNBECK FOR ELECTIONS MANAGEMENT EQUIPMENT AND A SOFTWARE LICENSE TO OPERATE THE EQUIPMENT.

-Adam Beck, Clerk

**APPROVED ON CONSENT**

*Agreement: 2024-894*

5. SIGN AN AGREEMENT WITH SEASONS MARKETING LLC FOR THE PURPOSE OF PARTICIPATING IN THE UTAH BRIDAL AND WEDDING EXPO AT THE UTAH VALLEY CONVENTION CENTER AS PART OF THE EDUCATION AND OUTREACH PROGRAM OF THE MARRIAGE LICENSE AND PASSPORT OFFICE.

-Russ Rampton, Clerk

**APPROVED ON CONSENT**

*Agreement: 2024-895*

6. APPROVE THE SIGNING OF AMENDMENT TO 2022-727 COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT AGREEMENT WITH MOUNTAINLAND ASSOCIATION OF GOVERNMENTS FOR THE REVOLVING LOAN FUND.

-Katrina Cole, Commission

**APPROVED ON CONSENT**

*Agreement: 2024-896*

7. AUTHORIZE THE TERMINATION OF UTAH COUNTY AGREEMENT NO 2015-133

-Zachary Zundel, Health

**APPROVED ON CONSENT**

*Agreement: 2024-897*

8. APPROVE AND AUTHORIZE THE COMMISSION CHAIR TO SIGN ADDENDUM #3 OF UCA 2022-1157 WITH JOTFORM INC. FOR 9 USERS.

-Patrick Wawro, Information Systems

**APPROVED ON CONSENT**

*Agreement: 2024-898*

9. APPROVE AND AUTHORIZE THE SIGNING OF ONE VEHICLE LEASE AGREEMENT FOR HEALTH DEPARTMENT GRANTS (PHEP AND ASPR) TO EXTEND THE LEASE TERM UNTIL 06/30/2025.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-899*

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10. APPROVE AND AUTHORIZE THE SIGNING OF ONE VEHICLE LEASE AGREEMENT FOR HEALTH DEPARTMENT GRANTS (PHEP AND ASPR) TO EXTEND THE LEASE TERM UNTIL 06/30/2025.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-900*

11. APPROVE AND AUTHORIZE THE SIGNING OF A MEMORANDUM TO RELEASE THE CONSTRUCTION BOND OF \$15,479.00 AND COMMENCE THE ONE YEAR WARRANTY PERIOD FOR THE HIATT VIEW PLAT A, IN ACCORDANCE WITH DEVELOPMENT AGREEMENT 2023-595.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-901*

12. APPROVE AND AUTHORIZE THE SIGNING OF A REAL ESTATE PURCHASE AGREEMENT FOR PARCEL #14:058:0008 WITH NORTH POINTE SOLID WASTE DISTRICT.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-902*

13. APPROVE AND AUTHORIZE THE SIGNING OF CHANGE ORDER #33 TO AGREEMENT #2022-1024 WITH KENNY SENG CONSTRUCTION FOR CHANGES TO THE LOAFER MOUNTAIN PARKWAY PROJECT TO ADD THE SOUTH EXTENSION.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-903*

14. APPROVE AND AUTHORIZE THE SIGNING OF AMENDMENT #1 OF UCA #2023-359 WITH J-U-B ENGINEERS, INC, FOR GENERAL ENGINEERING SERVICES, BY AMENDING CONTRACT PRICING AS SHOWN ON THE NEW ATTACHMENT B.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-904*

15. APPROVE AND AUTHORIZE THE SIGNING OF CHANGE ORDER #07 TO AGREEMENT #2023-711 FOR HOGAN & ASSOCIATES CONSTRUCTION INC., FOR THE JAIL MEDICAL & MENTAL HEALTH REMODEL AND ADDITION PROJECT.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-905*

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16. APPROVE AND AUTHORIZE THE SIGNING OF CHANGE ORDER #01 TO AGREEMENT #2024-655 WITH KILGORE CONTRACTING FOR THE 5200 WEST ROAD IMPROVEMENTS PROJECT.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-906*

17. APPROVE AND AUTHORIZE THE SIGNING OF CHANGE ORDER #01 TO AGREEMENT #2024-659 WITH MC CONTRACTORS INC FOR CHANGES TO THE 17600 WEST / 8000 NORTH PROJECT.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-907*

18. APPROVE AND AUTHORIZE THE SIGNING OF CHANGE ORDER #03 TO AGREEMENT #2024-660 WITH STAKER & PARSON COMPANIES FOR THE EAGLES LANDING ROAD IMPROVEMENTS PROJECT.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-908*

19. APPROVE AND AUTHORIZE THE SIGNING OF A MEMORANDUM TO DECLARE VEHICLES AS SURPLUS TO BE SOLD THROUGH A COMPETITIVE PUBLIC AUCTION TO OBTAIN THE BEST FAIR MARKET VALUE FOR THE VEHICLES OR DISPOSED AS JUNK.

-Tad Rasmussen, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-909*

20. APPROVE AND AUTHORIZE THE SIGNING OF A MEMORANDUM TO DECLARE VEHICLES AS SURPLUS TO BE TRADED INTO WHEELER MACHINERY COMPANY UNDER STATE OF UTAH CONTRACT MA3383.

-Tad Rasmussen, Public Works

**APPROVED ON CONSENT**

*Agreement: 2024-910*

21. APPROVE AN AGREEMENT WITH KNOW YOUR FORCE, LLC TO PROVIDE A LAW ENFORCEMENT COMMUNICATIONS AND REPORTING PROGRAM FOR THE UTAH COUNTY SHERIFF'S OFFICE

-Holden Rockwell, Sheriff

**APPROVED ON CONSENT**

*Agreement: 2024-911*

22. APPROVE A GRANT FUNDING AGREEMENT WITH DPS FOR THE KNOW YOUR FORCE PROGRAM FOR THE UTAH COUNTY SHERIFF'S OFFICE

-Holden Rockwell, Sheriff

**APPROVED ON CONSENT**

*Agreement: 2024-912*

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23. APPROVE MEALS ON WHEELS AGREEMENT WITH MAG  
-Jared Nelson, Sheriff

**STRICKEN ON CONSENT**

**REGULAR AGENDA**

1. APPROVE TAX CREDITS AND REFUNDS RECOMMENDED BY THE COUNTY ASSESSORS OFFICE IN CANCELLATION AND CORRECTION LETTER 314 DATED OCTOBER 25, 2024  
-Theron Case, Assessor

**APPROVED ON CONSENT**

***Agreement: 2024-913***

2. APPROVE OR DENY APPEAL OF PERSONAL PROPERTY VALUATION BY RYAN LLC ON BEHALF OF BIMBO BAKERIES USA, INC FOR PERSONAL PROPERTY ACCOUNT #15035  
-Burt Harvey, Auditor

*(Timestamp: 3:34)*

**PAUL JONES (County Attorney) RECOMMENDS DENIAL OF APPEAL**

**COMMISSIONER BELTRAN: MOTION TO DENY  
COMMISSIONER POWERS GARDNER: SECOND**

**ALL IN FAVOR: AYE**

**PASSED: 3/0**

**DENIED ON CONSENT**

***Agreement: 2024-914***

3. APPROVE THE SIGNING OF AN AGREEMENT WITH THE DATA CENTER FOR PRINTING AND MAILING SERVICES TO SUPPORT THE UTAH COUNTY ELECTIONS DIVISION  
-Adam Beck, Clerk

*(Timestamp: 5:08)*

**ADAM BECK (County Attorney) AND BRIAN VOEKS (Chief Deputy Clerk) SPOKE ABOUT THE CONTRACT WITH THE VENDOR FOR VOTER ID CARDS AND FOR ADDRESS CONFIRMATION CARDS.**

**COMMISSIONER BELTRAN INQUIRED IF THIS IS SOMETHING WE ALREADY DO, AND BRIAN CONFIRMED THAT THIS IS SOMETHING THAT WE ALREADY DO AND HAVE BENN DOING FOR YEARS.**

**COMMISSIONER POWERS GARDNER ASKED IF THERE IS AN INCREASE FOR INFLATION ON THE CONTRACT PRICE. BRIAN INDICATED THAT HE WOULD FORWARD THE REQUESTED INFORMATION TO THE COMMISSIONERS. SHE EXPLAINED THAT WAS ADEQUATE AS THEY HAVE SEEN INFLATION INCREASES WITH OTHER VENDORS AND FELT COMFORTABLE APPROVING THE MOTION.**

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**COMMISSIONER BELTRAN: MOTION TO APPROVE  
COMMISSIONER POWERS GARDNER: SECOND  
ALL IN FAVOR: AYE  
PASSED: 3/0**

**APPROVED ON CONSENT**

*Agreement: 2024-915*

4. APPROVE AND AUTHORIZE COMMISSION SIGNATURE ON A MAINTENANCE AGREEMENT WITH UTAH MICROGRAPHICS SERVICE SOLUTIONS FOR THE MICROFICHE AND FILM READER IN RECORDS MANAGEMENT

-RuthAnn Frisby, Clerk

**APPROVED ON CONSENT**

*Agreement: 2024-916*

5. APPROVE PROPERTY TAX ACTIONS INCLUDED IN RECOMMENDATION LETTER 2024-13

-Adam Beck, Commission

**APPROVED ON CONSENT**

*Agreement: 2024-917*

6. APPROVE AN ORDINANCE TO AMEND THE OFFICIAL UTAH COUNTY ZONE MAP FROM THE RESIDENTIAL AGRICULTURAL (RA-5) ZONE TO THE AGRICULTURAL (A-40) ZONE FOR APPROXIMATELY 306.62 ACRES, LOCATED IN SECTION 29, T8S R1W, IN THE ELBERTA AREA OF UNINCORPORATED UTAH COUNTY

-Greg Robinson, Community Development

**APPROVED ON CONSENT**

*Ordinance: 2024-918*

7. ADOPT AN ORDINANCE TO AMEND SECTION 12.48 OF THE UTAH COUNTY LAND USE ORDINANCE AMENDING THE REQUIREMENTS ASSOCIATED WITH BIOGAS PROCESSING FACILITIES.

-Greg Robinson, Community Development

**APPROVED ON CONSENT**

*Ordinance: 2024-919*

8. APPROVE AND AUTHORIZE IMPLEMENTATION OF PHASE 5 OF THE 2024 LIMITED COMPENSATION REVIEW, PAY PERIOD 22 OF 2024.

-Merritt Fullmer, Human Resources

**APPROVED ON CONSENT**

*Agreement: 2024-920*

9. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL OR INDIVIDUALS, FOR TODAY'S DATE, AT THIS LOCATION, FOLLOWING THE COMPLETION OF THE REGULAR AGENDA (IF THIS ITEM IS NOT MOVED TO THE CONSENT AGENDA, ANNOUNCE THE VOTE OF EACH COMMISSIONER)

-Jolynn Clegg, Clerk

**STRICKEN ON CONSENT**

10. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING FOR A STRATEGY SESSION TO DISCUSS THE PURCHASE, EXCHANGE, OR LEASE OF REAL PROPERTY, WATER RIGHTS, OR WATER SHARES, FOR TODAY'S DATE, AT THIS LOCATION, FOLLOWING THE COMPLETION OF THE REGULAR AGENDA (IF THIS ITEM IS NOT MOVED TO THE CONSENT AGENDA, ANNOUNCE THE VOTE OF EACH COMMISSIONER)

-Jolynn Clegg, Clerk

**STRICKEN ON CONSENT**

11. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING FOR A STRATEGY SESSION TO DISCUSS THE SALE OF REAL PROPERTY, WATER RIGHTS, OR WATER SHARES, PREVIOUSLY PUBLICLY NOTICED FOR SALE, FOR TODAY'S DATE, AT THIS LOCATION, FOLLOWING THE COMPLETION OF THE REGULAR AGENDA (IF THIS ITEM IS NOT MOVED TO THE CONSENT AGENDA, ANNOUNCE THE VOTE OF EACH COMMISSIONER)

-Jolynn Clegg, Clerk

**STRICKEN ON CONSENT**

12. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING FOR A STRATEGY SESSION TO DISCUSS PENDING OR REASONABLY IMMINENT LITIGATION, FOR TODAY'S DATE, AT THIS LOCATION, FOLLOWING THE COMPLETION OF THE REGULAR AGENDA (IF THIS ITEM IS NOT MOVED TO THE CONSENT AGENDA, ANNOUNCE THE VOTE OF EACH COMMISSIONER)

-Jolynn Clegg, Clerk

**STRICKEN ON CONSENT**

**PUBLIC COMMENTS**

**NONE**

**COMMISSIONER BELTRAN: MOTION TO ADJOURN**

**COMMISSIONER POWERS GARDNER: SECOND**

**ALL IN FAVOR: AYE**

**PASSED: 3/0**

*(Meeting adjourned: 2:15 pm)*

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS - In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Jolynn Clegg at 801-851-8113. Handicap parking is available as well as a level entrance to the building. Interpretation services are available with prior notice for the hearing disabled.

Those in attendance via Zoom: Amelia Powers Gardner, Dale Eyre, Timothy Taylor

BOARD OF COMMISSIONERS FOR UTAH COUNTY  
PUBLIC MEETING ATTENDANCE SHEET  
October 30, 2024 - 2:00 p.m.

PRINT CLEARLY

Name:	Agency:
Alice Black	Commission
Theran Case	Assessor's
Diane Garcia	Assessors
Andrea Miller	Recorder
Janette Stetson	Assessor
Robert Baxter	Processing
Jason Barrett	UHD
Paul Child	Recorder's
Mike Lemmon	UHD
Jacob Nelson	Daily Herald
Brian Voeks	Clerk
Jolynn Clegg	Clerk
Cammie Kelly	Clerk

Minutes approved at the November 20, 2024 Board of Commissioners of Utah County, Utah Public Meeting

  
Brandon B. Gordon, Commission Chair

ATTEST:

  
Deputy Clerk

