

SALT LAKE COUNTY

*2001 South State Street
Salt Lake City, UT 84114
(385) 468-7500 TTY 711*



Meeting Minutes

Tuesday, December 6, 2022

1:00 PM

Room N2-800

Council Work Session

1. CALL TO ORDER

Present Chair Laurie Stringham
Council Member Richard Snelgrove
Council Member Jim Bradley
Council Member Steve DeBry
Council Member Arlyn Bradshaw
Council Member Dave Alvord
Council Member Aimee Winder Newton
Council Member Ann Granato
Council Member Dea Theodore

2. CITIZEN PUBLIC INPUT**3. DISCUSSION ITEMS:****3.1 Proposed Hire Report / Incentive Plans under \$3,000 / [22-1155](#)
Weekly Reclassification Report**

Attachments: [Staff Report](#)
[Proposed Hire Report 11-30-2022](#)
[Incentive Plans 12-6-2022](#)
[Weekly Reclassification Update for Council 11-30-2022](#)

Presenter: Hoa Nguyen, Council Budget and Policy Analyst (Less than 5 mins)
Informational

Ms. Hoa Nguyen, Budget & Policy Analyst, Council Office, reviewed the new hires, reclassifications, and incentive plans.

3.2 2022 Budget Adjustments [22-1144](#)

Attachments: [Staff Report](#)
[1.12.02YE - Year-end Adjustments Summaries](#)
[2022 June-to-date Adjustments Summaries](#)

Presenter: David Delquadro, Council Fiscal Manager and Hoa Nguyen, Council Budget and Policy Analyst (30 mins)
Discussion/Direction

Mr. David Delquadro, Chief Financial Manager, stated the budget adjustments were in three silos: new budget adjustments; true-up, technical adjustments, appropriation unit shifts; and the ratification of the budget adjustments the County has already approved since June. The budget

adjustments for the first half of the year were ratified in June.

-New Budget Adjustments

Human Services Department - Household Hazardous Waste Building

Ms. Hoa Nguyen, Budget & Policy Analyst, Council Office, reviewed the budget adjustment request of \$3.8 million. This project was approved in 2019, but construction costs have increased significantly since then. Of the \$3.8 million, \$1.5 million will be transferred from the Hazardous Waste Fund, and the remaining \$2.3 million is a request for transformation initiatives funding.

A motion was made by Council Member Bradshaw, seconded by Council Member DeBry, that this request be approved. The motion carried by a unanimous vote. Council Member Winder Newton was absent for the vote.

Public Works Depreciation Adjustment

Ms. Nguyen reviewed the budget adjustment request to add \$36,000 for depreciation expense for 2022.

Council Member Stringham asked if this was just to fix something that was missed.

Mr. Darrin Casper, Deputy Mayor of Finance & Administration, stated sometimes depreciation calculations depend on the capital purchases and adjustments throughout the year, and figures are adjusted as time goes on. That was the case with this adjustment. It was a non-cash expense and is technical in nature.

A motion was made by Council Member Bradshaw, seconded by Council Member DeBry, that this request be approved. The motion carried by a unanimous vote. Council Member Winder was absent for the vote.

Office of Regional Development - Restore an Encumbrance

Ms. Nguyen reviewed the budget adjustment request of \$150,000. In 2021, there was a \$200,000 matching fund for a Housing and Urban Development

(HUD) HOME Investment Partnership Program (HOME) grant, at which time the Office of Regional Development put in the \$150,000 encumbrance. Then, in 2022, due to construction delays, it released the encumbrance because it thought that project was not needed anymore. However, that project is still being done. Therefore, the Office of Regional Development was asking to restore that encumbrance to cover the expenditures in 2023.

A motion was made by Council Member Bradshaw, seconded by Council Member DeBry, that this request be approved. The motion carried by a unanimous vote. Council Member Winder Newton was absent for the vote.

Health Insurance Adjustment

Ms. Hoa Nguyen reviewed the budget adjustment request to transfer \$2 million from the Employee Services Reserve Fund into the Health Insurance budget to satisfy the Council's recommendation at the October 4, 2022, Council Work Session meeting.

A motion was made by Council Member Bradshaw, seconded by Council Member Granato, that this request be approved. The motion carried by a unanimous vote. Council Member Winder Newton was absent for the vote.

Facilities Management

Ms. Nguyen stated this request was for a \$49,000 budget adjustment to pay for sick leave and vacation payout for retirees.

A motion was made by Council Member DeBry, seconded by Council Member Granato, that this request be approved. The motion carried by a unanimous vote.

-True-ups, Technical Adjustments, Appropriation Unit Shifts

Ms. Nguyen reviewed the 20 technical adjustments.

A motion was made by Council Member Bradshaw, seconded by Council Member Granato, that this request be approved. The motion carried by a unanimous vote.

-Budget Adjustments Previously Approved

Ms. Nguyen reviewed the budget adjustments that were approved since June.

A motion was made by Council Member Bradshaw, seconded by Council Member DeBry, moved to ratify the remaining budget adjustments for 2022. The motion carried by a unanimous vote.

3.3 Other Items Related to the 2023 Budget

[22-1162](#)

Attachments: [Staff Report](#)

Presenter: David Delquadro, Council Fiscal Manager and Hoa Nguyen, Council Budget and Policy Analyst (30 mins)

Discussion/Direction

-Legislative Intent

Council Member DeBry proposed the following legislative intent: “It is the legislative intent of the Salt Lake County Council that \$5,429,220 of General Fund dollars previously earmarked by the County for the purpose of expanding swimming lanes at the South Jordan Recreation Center either be spent for that purpose in 2023, or returned to the General Fund and be made available for other County purposes in the 2024 budget. County dollars are not to exceed one-third of the project costs, thus requiring a two-thirds match dollar for dollar from the city of South Jordan and/or the Jordan School District towards the final cost of completing the project.”

A motion was made by Council Member DeBry, seconded by Council Member Granato, to approve the legislative intent.

Council Member Alvord stated a promise was made to South Jordan that with the closure of the Marv Jenson pool, the County would move the swimming lanes to the South Jordan Recreation Center. The school district and city have made commitments for this, and Martin Jensen, Director, Parks and Recreation Division, has met with some groups to come up with preliminary drawings to actually get this done in the 2023 budget. There are funds available to do it now.

Council Member DeBry stated the County has put up one third of the

costs, and now South Jordan City and the school district need to ante up their fair share of the cost. He asked the Chair to call for the question.

Council Member Stringham stated she would allow for questions.

Council Member Theodore asked if the funds would return to the General Fund anyway if the pool did not get built, and how long it took to fund a project like this.

Council Member DeBry stated discussions on this began taking place before the sale of the Marv Jensen Recreation Center.

Ms. Erin Litvack, Deputy Mayor of County Services, stated the Marv Jensen Recreation Center was sold in 2019 or 2020.

Council Member Stringham asked the Council to vote on stopping the debate and moving onto the motion.

The vote to stop the debate carried 8 to 1, with Council Member Alvord voting "Nay."

A motion was made by Council Member DeBry, seconded by Council Member Granato, to approve the legislative intent. The motion carried 7 to 2, with Council Members Alvord and Stringham voting "Nay."

[Later in the meeting]

A motion was made by Council Member Alvord to bring in Martin Jensen, Director, Parks & Recreation Division, to show the County the plans for the pool so the Council could fully consider what has already been funded to fill a constituent need.

Mr. Mitchell Park, Legal Counsel, Council Office, stated the Council could entertain a motion to amend the agenda to include that, but it could not take any votes or action because it has not been properly noticed.

Council Member Alvord stated he would like that done at the 4:00 PM meeting, before the Council takes official votes.

Mayor Jennifer Wilson stated the Mayor's Office tries to provide the Council with complete and accurate information, but when something is added to the agenda that late in the process, she did not know that the information provided would be as complete as the Council would like to see, nor did she know if Mr. Jensen would be available.

The motion was restated by Council Member Alvord, seconded by Council Member Theodore, to ask Martin Jensen, Director, Parks & Recreation Division, to present to the Council at its 4:00 PM Council meeting drawings he has obtained from contractors for pools for the South Jordan contract.

Council Member Winder Newton stated she was not willing to put staff in a last-minute situation to present to the Council. There was no reason that could not be presented next week or even in January. The Council can always change its mind on legislative intent; it is not set in stone.

Council Member Alvord withdrew his motion and asked the Mayor's Office to present drawings next year. He also wanted to discuss the one-third rule then to see if that was where the County wanted to be.

-Salary Increases

Eligibility Date

Mr. David Delquadro, Chief Financial Manager, Council Office, asked the Council to consider the eligibility date for the lump sum payments. The first full pay period in 2023 is Sunday, January 8th, so he suggested that be the eligibility criterion for determining who will receive or be eligible to receive the lump sum payments.

A motion was made by Council Member Bradshaw, seconded by Council Member Granato, to approve January 8th, as the eligibility date for the lump sum payment. The motion carried by a unanimous vote.

Time-limited Positions

Mr. Delquadro stated the lump sum payments for merit and appointed employees are to be 2, 3, or 4 percent, based on grade or salary. Merit employees' payment will be based on grade, and appointed positions will be

based on salary. He asked that the lump sum payment for time-limited positions also be based on grade, as the policy regarding time-limited employees says they have the same benefits as merit employees. Sworn officers are off the table with regard to the lump sum payments.

A motion was made by Council Member Granato, seconded by Council Member Winder Newton, to approve time-limited positions being treated as merit positions using grade rather than salary for their lump sum payment. The motion carried by a unanimous vote.

Elimination of Lump Sum Payment for Elected Official

Mr. Delquadro stated there was also the proposal that elected officials be given a 2 percent lump sum payment; however, once money is awarded to an elected official during their term of office, it cannot be clawed back, so that payment would need to continue if approved.

A motion was made by Council Member Bradshaw, seconded by Council Member Winder Newton, to eliminate the 2 percent lump sum payment for elected officials. The motion carried by a unanimous vote.

-Justice Court

Mr. Delquadro stated questions had been raised by the Greater Salt Lake Municipal Services District (MSD) Board of Trustees regarding the Justice Court's finances, specifically fees and revenues received and the allocation among the client jurisdictions. Council staff had suggested using a contra account for the Justice Court of \$1.3 million, which would be about a 65 percent reduction in its resources to encourage the Justice Court to provide answers to the questions raised by the MSD Board. Once the Council got the answers, it could revisit the contra account and adjust the annual budget accordingly. The 35 percent budget would last about least three months.

Council Member Bradshaw asked for an explanation of what the Board requested.

Council Member Stringham stated as per the contract, the Justice Court is supposed to bill the MSD the actual amounts it spent. It has not been doing that; it has been billing the budgeted amount.

A motion was made by Council Member Granato, seconded by Council Member Winder Newton, to approve the recommendation and establish a contract account for the Justice Court. The motion carried by a unanimous vote.

[Later in the Meeting]

Mr. Steven Calbert, Administrative and Fiscal Manager, Justice Court, stated the Justice Court had not been included in discussions about the contra account and felt blindsided by this. The Justice Court had been billing as it was told to do by the previous MSD manager.

Council Member Stringham stated last year, Mr. Calbert was told the MSD wanted to be billed for actual amounts, and he agreed to do that. That is in the contract.

Mr. Calbert stated he was waiting for information from the MSD on how it wanted that information put together, but that had not happened yet. He also gave it the Justice Court budget for the upcoming year, which showed what was spent for the preceding year.

Council Member Stringham stated she would talk to Mr. Calbert about this later and try to come to some agreement.

-Indirect Charges for Contract Services

Mr. Delquadro stated under County policy, the County needed to charge direct costs for contract services, as well as the indirect costs. The County does not know what the indirect costs are until the mid-year budget, so it is difficult to charge for those fully loaded costs in January. Last year, the Council suggested a 10 percent surcharge be levied as it determined what the amount should be. The 10 percent was about half of what the estimated costs were for the year, using actual amounts from the prior year. He suggested increasing the 10 percent surcharge to 15 percent, which would move in the direction towards establishing a fully loaded approach to these indirect costs.

A motion was made by Council Member Bradshaw, seconded by Council Member Granato, to adjust the surcharge to 15 percent. The motion carried

by a unanimous vote.

-Technical Changes

Mr. Delquadro stated there were two technical changes. The first had to do with the additional FTE in the Community Services Department for an information services manager, which required about \$77,000 in costs. The money was not originally approved in the Mayor's recommended budget, so it would require a fund balance from the Tourism Recreation Cultural and Convention (TRCC) Fund. The TRCC Board was aware of this.

The second technical change was a refinement in the criteria related to the Subscription-Based Information Technology Arrangements (SBITA) that the Governmental Accounting Standards Board (GASB) charges for Information Technology (IT) subscriptions. The IT staff had made some refinements both in terms of whether the projects should be included in that or whether the dollars that were calculated were accurate.

A motion was made by Council Member Bradshaw, seconded by Council Member DeBry, to approve the technical changes. The motion carried by a unanimous vote.

3.4 Ordinance- Subdivision and Zoning Fee

[22-1137](#)

Attachments: [Staff Report](#)
[Ordinance - Subdivision and Zoning Fees - Final - RAFL](#)
[JED \(2\) - \(Rev.2 09.19.22\)](#)

Presenter: Scott Baird, Director of Public Works and Municipal Services
(Approx. 5 mins)
Informational

Mr. Scott Baird, Director, Public Works and Municipal Services District, reviewed the ordinance that incorporates a fee schedule for planning and development services and removes fee calculations from the ordinance.

A motion was made by Council Member Bradshaw, seconded by Council Member Granato, that this be forwarded to the 4:00 PM Council meeting for introduction. The motion carried by a unanimous vote.

**3.5 Consideration and Approval of 2023 Fee Schedule for [22-1064](#)
Unincorporated SLCo**

Attachments: [Staff Report](#)
[2023 Fee Schedule Unincorporated--Master Redline](#)
[2023 Fee Schedule Unincorporated SLCo 27Sep2022 Final](#)

Presenter: Brian Hartsell, Associate General Manager, MSD; Marla Howard, General Manager, MSD (Approx. 10 mins)

Discussion/Direction

Mr. Brian Hartsell, Associate General Manager and Treasure, Greater Salt Lake Municipal Services District (MSD) reviewed the fee schedule for the unincorporated County stating MSD staff worked on the updates for 2023 with the Public Works and Municipal Services District, and Zach Shaw, Deputy District Attorney, District Attorney's Office. This year, the fee schedule primarily adds clarifying language to the existing schedule. The valuation tables, which serve as a basis for some of the permit calculations have been updated through the International Code Council (ICC). Each of the jurisdictions within the MSD have their own fee schedule, but there is a lot of uniformity between them. Next year, the MSD is planning an independent and impartial study to evaluate the fees in greater detail to determine and justify any changes up or down.

A motion was made by Council Member Granato, seconded by Council Member Winder Newton, to approve the fee schedule for the unincorporated County and forward it to the 4:00 PM Council meeting for ratification. The motion carried by a unanimous vote.

**3.6 Review a Resolution Approving an Interlocal Cooperation [22-1147](#)
Agreement Between the Redevelopment Agency of Salt Lake
City and Salt Lake County for the State Street Community
Reinvestment Area**

Attachments: [Staff Report](#)
[20221104 Council Resolution](#)
[20221104 State Street CRA - FINAL ILA](#)

Presenter: Jevon Gibb, Economic Development Director. Kersten Swinyard, Senior Economic Development Manager (Approx. 15 mins)

Discussion/Direction

Mr. Jevon Gibb, Director, Economic Development Division, reviewed a resolution and interlocal agreement with Salt Lake City for the County's participation in the State Street Community Reinvestment Project Area. The terms are in accordance with what the Council recommended when it discussed this months ago.

A motion was made by Council Member Winder Newton, seconded by Council Member Granato, to approve the resolution and forward it to the 4:00 PM Council meeting for ratification. The motion carried by a unanimous vote.

3.7 Retiree Medical Benefit Recommendations

[22-1149](#)

Attachments: [Staff Report](#)

[Retiree Dental Recommendations \(Council\)v3.pptx](#)

Presenter: Elaine Schurter-Sullivan, Benefits Manager; Sharon Roux, Human Resource Director (Approx. 10 mins)

Discussion/Direction

Ms. Elaine Schurter-Sullivan, Benefits Manager, stated Policy 4-300 states that in order to qualify for the County's Medicare subsidy at age 65, retirees must remain on the medical coverage. She delivered a PowerPoint presentation on a review of the Retiree Medical, which was being administered incorrectly, affecting the Medicare supplement subsidy. This impacts 75 retirees who are currently enrolled in dental-only coverage. She reviewed the recommendations to contact all 75 retirees impacted with an explanation and the one-time opportunity to add medical, creating subsidy eligibility at age 65, as well as what has been done to ensure compliance with Policy 4-300.

A motion was made by Council Member Bradshaw, seconded by Council Member Winder Newton, to approve the recommendations, and forward them to the 4:00 PM Council meeting for ratification. The motion carried by a unanimous vote.

3.8 A RESOLUTION OF THE SALT LAKE COUNTY COUNCIL REQUESTING RECERTIFICATION OF THE SALT LAKE COUNTY JUSTICE COURT

[22-1159](#)

Attachments: [Staff Report](#)
 [RESOLUTION - Recertification](#)
 [Justice Court Recertification \(11-30-22\)](#)

Presenter: Mitchell Park, Council's Legal Counsel (Approx. 5 mins)
Discussion/Direction

Mr. Mitchell Park, Legal Counsel, Council Office, reviewed the resolution requesting recertification of the Justice Court. He stated any jurisdiction that establishes a Justice Court is required to certify to the Administrative Office of the Courts that it is complying with certain criteria that the Administrative Office of the Courts has established. The process requires the county or municipal attorney, in this case the District Attorney's Office, to provide a letter explaining whether or not the Justice Court is in compliance. The Justice Court judge must also provide an affidavit indicating the requirements were being met. Both of those things had been done. It was now appropriate for the Council to approve the resolution certifying the requirements had been met so the County could report that back to the Administrative Office of the Courts. The resolution prepared for the Council's consideration restated the Council's earlier resolution that it intended to petition the Legislature to wind down the Justice Court in the 2025 legislative session, and nothing in the recertification process would change that.

A motion was made by Council Member Bradley, seconded by Council Member Granato, that this agenda item be approved and forwarded to the 4:00 PM Council meeting for ratification. The motion carried by a unanimous vote.

**3.9 A RESOLUTION OF THE SALT LAKE COUNTY [22-1160](#)
COUNCIL CREATING A BOUNDARY COMMISSION
CONSISTENT WITH UTAH CODE ANN. § 10-2-409**

Attachments: [Staff Report](#)
 [Boundary Commission Resolution Final 12-1-22](#)

Presenter: Mitchell Park, Council's Legal Counsel (Approx. 5 mins)
Discussion/Direction

Mr. Mitchell Park, Legal Counsel, Council Office, stated the circumstances relating to the annexation process had changed. As a result, the Council no longer needs to consider putting a boundary commission together at this time.

4. CONSENT ITEMS:

A motion was made by Council Member Bradshaw, seconded by Council Member DeBry, that the consent agenda be approved and forwarded to the 4:00 PM Council meeting for ratification. The motion carried by a unanimous vote.

- 4.1 A Resolution of the Salt Lake County Council Declaring Surplus Real Property and Approving the Sale and Conveyance of the Same by Quitclaim Deed to Arthur Bruner.** [22-1146](#)

Attachments: [Staff Report](#)
[Surplus Property Resolution - Tax Sale with Purchase Agreement and QCD - Arthur Bruner - RAFL JED - \(Rev.1 11.16.22\)](#)

This consent item was approved and forwarded.

- 4.2 A Resolution of the Salt Lake County Council Authorizing Execution of a Real Estate Purchase and Sale Agreement with the Redevelopment Agency of Salt Lake County and Related Documents.** [22-1154](#)

Attachments: [Staff Report](#)
[Magna Properties - Purchase Contract County to RDA 11.08.2022 - RAFL](#)
[Resolution for Purchase and Sale Agreement with RDA - RAFL](#)

This consent item was approved and forwarded.

- 4.3 Distribution of New Coats, Donated by Operation Warm, to Children in Low Income Communities** [22-1127](#)

Attachments: [Staff Report](#)
[Operation Warm Donation Form](#)

This consent item was approved and forwarded.

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- 4.4 Donation of Fourteen Boxes of Assorted Books to the County Library by Colleen Trone [22-1151](#)

Attachments: [Staff Report](#)
[Colleen Trone Donation Form](#)

This consent item was approved and forwarded.

- 4.5 Donation of Birdhouses and Children's Books to the County Library by Jakob Murphy [22-1152](#)

Attachments: [Staff Report](#)
[Jakob Murphy Donation Forms](#)

This consent item was approved and forwarded.

- 4.6 Approval of the Following Contributions from Council Member Ann Granato's Office: [22-1172](#)

\$750 to Utah Food Bank
\$750 to Millcreek Promise
\$750 to Golden Healer Service Dogs
\$750 to Murray Children's Pantry
\$750 to Voices for Utah Children
\$750 to The Leonardo Museum

Attachments: [Staff Report](#)

This consent item was approved and forwarded.

5. ITEMS FROM COUNCIL MEMBERS

- 5.1. Internal Business

6. APPROVAL OF MINUTES

- 6.1 Approval of November 15th, 2022 Council Work Session Minutes [22-1138](#)

Attachments: [111522 CWS Minutes](#)

A motion was made by Council Member Bradshaw, seconded by Council

Member DeBry, that this agenda item be approved. The motion carried by a unanimous vote.

ADJOURN for BOE

The meeting was adjourned at 2:55 PM.

SHERRIE SWENSEN, COUNTY CLERK

By _____
DEPUTY CLERK

By _____
CHAIR, SALT LAKE COUNTY COUNCIL