

SALT LAKE COUNTY

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



Meeting Minutes

Tuesday, June 15, 2021

12:00 PM

Room N2-800

Council Work Session

1. CALL TO ORDER

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

Call In Council Member Laurie Stringham
Council Member Richard Snelgrove

2. CITIZEN PUBLIC INPUT**3. DISCUSSION ITEMS:****3.1 Proposed Hire/Weekly Reclassification Report 6-9-2021** [21-0715](#)

Attachments: [Staff Report](#)
[Proposed Hire Report 6-9-2021](#)
[Weekly Reclassification Update for Council 6-9-2021](#)

Presenter: Brad Kendrick, Budget and Policy Analyst, Council Informational

Mr. Brad Kendrick, Budget & Policy Analyst, Council Office, reviewed the new hires/reclassification report.

Council Member Newton asked what the budget impact would be on the District Attorney's request to reclassify an Office Specialist to a Multi-Disciplinary Team Manager, which goes from a Grade 10 to a Grade 15.

Mr. Ralph Chamness, Deputy District Attorney, stated the District Attorney's Office will absorb that within its budget. It should be budget neutral.

3.2 Instruct the Salt Lake County Property Tax Committee to Provide Review and Recommendations Concerning 2021 Tax Sale Contests [21-0724](#)

Attachments: [Staff Report](#)

Presenter: Mitchell Park, Legal Counsel, Council
Discussion/Direction

Mr. Mitchell Park, Legal Counsel, Council Office, stated as part of County ordinance, timely protests of the tax sale are able to come to the Council for review. He recommended the Council refer protests that have been received to date to the Property Tax Committee so it can conduct an initial review and make recommendations back to the Council for future action on the protests.

A motion was made by Council Member Bradshaw, seconded by Council Member Winder Newton, to refer any protests that have been received to the Property Tax Committee for initial review and recommendation back to the Council, and to forward this item to the 4:00 PM Council meeting for ratification. The motion carried by a unanimous vote. Council Member Snelgrove was absent for the vote.

3.3 BUDGET WORKSHOP:

[21-0723](#)

- Certified Tax Rates
 - Compensation
 - Recorder
 - Surveyor
 - Assessor
 - Auditor
 - Treasurer
 - Clerk
 - Mayor's Portfolio
 - Technical Adjustments and Other Budget Related Matters
- as Time Allows

Attachments: [Staff Report](#)
[Tax Rate Adoption Resolution 6.9.21](#)
[Exhibit A 2021](#)
[2021 June Proposed Budget Tax Rate Update_0615](#)

Presenters: David Delquadro, Fiscal Manager, Council and Brad Kendrick, Budget and Policy Analyst, Council (Approx. 2.5 hrs).
Discussion/Direction

Mr. David Delquadro, Chief Financial Manager, Council Office, reviewed three things that were unusual this year: 1) The Certified Tax Rates have to be adopted by June 22, 2021. They can be adopted today and codified in the

resolution next week. 2) A 1 percent salary increase is being proposed for non-sworn and non-temporary merit and appointed employees and elected officials, retroactive to January 1, 2021. 3) Some restorations of Covid cuts are being proposed.

Certified Tax Rates

Mr. Robert Reed, Senior Associate Budget Administrator, Mayor Finance, delivered a PowerPoint presentation on the 2021 June adjusted budget property tax revenue update showing taxable values, new growth in taxable values, countywide tax rates, other property tax rates, June adjusted property tax revenues, motor vehicle fee projection adjustments, and June budget information.

A motion was made by Council Member Bradshaw, seconded by Council Member Theodore, to approve the Ad Valorem Tax Rates as provided by the State Tax Commission, and forward this agenda item to the 4:00 PM Council meeting for ratification. The motion carried by a unanimous vote.

Compensation

Ms. Kathleen Johnston, Director, Human Resources Division, stated last year, the County anticipated market compensation was going to increase by 2.5 percent. At that time, it increased general compensation by only 1.5 percent and trade by 2 percent until mid-year because of the uncertainties due to COVID. The market increases are still at 2.5 percent, so the Mayor's Office had the Total Rewards Advisory Committee review this, and it came back with a recommendation to do an across-the-board salary adjustment retroactive to the beginning of the year to keep up with inflation and the cost of living. That would cover all employees with the carve out of temporary employees and sworn employees.

Council Member Theodore asked what that 1 percent would cost the County.

Ms. Johnston stated it is approximately \$2.5 million.

Mr. Wayne Cushing, County Treasurer, stated the 1 percent does increase the base of everybody and recognizes a promise the Council made to the employees to relook at salary increases if circumstances were better. However, increasing the amount to 2 percent mid-year rather than increasing it by 1 percent retroactively would be more

appreciated. Darrin Casper, Deputy Mayor of Finance & Administration, mentioned that would be \$2.5 million annually.

Mr. Darrin Casper, Deputy Mayor of Finance & Administration, stated that would have the same impact for 2021 as the 1 percent retroactive, but it would increase the 2022 budget.

A motion was made by Council Member Alvord, seconded by Council Member Granato, to give employees a 2 percent salary increase beginning July 1, 2021. Council Member Bradshaw asked for an amendment to the motion to send a message to the employee associations that the Council would like written comment back on that. Council Member Alvord accepted the amendment.

Mr. Delquadro asked that the effective date be the pay period that begins at the end of the month, which is June 28, 2021. The proposal will also be subject to any amendments the Council may make prior to the adoption of the budget.

Ms. Johnston asked if that included employees who were at the maximum of their salary grade.

The motion was restated by Council Member Alvord, seconded by Council Member Granato, to give employees a 2 percent salary increase, excluding employees who were redlined, temporary employees, and sworn personnel, effective at the end of June so that the increase can be reflected on the first pay period of July. Council Member Bradshaw asked for an amendment to the motion to send a message to the employee associations that the Council would like written comment back on that. Council Member Alvord accepted the amendment. The motion carried by the following votes:

Aye: Chair DeBry, Council Member Stringham, Council Member Snelgrove, Council Member Bradley, Council Member Bradshaw, Council Member Alvord, Council Member Winder Newton, Council Member Granato, and Council Member Theodore

[Later in the meeting]

Council Member Theodore asked that a cap be placed on the 2 percent salary increase, and that it only be applied to employees making under \$100,000. Those are the people who need to be taken care of, the higher executive paid employees not as much.

Mr. Mitchell Park, Legal Counsel, Council Office, stated a decision on the budget will

not take place until next week. The motions made are placeholders. It is fair to reopen any of those decisions at any point prior to the approval of the budget.

Council Member DeBry stated this will be placed on next week's agenda.

Covid Restorations

Mr. Delquadro presented a spreadsheet regarding Covid restoration requests, including what each elected official cut from their budget, what has been restored to date as a result of discussions in November, and what is being proposed now. He noted that what is being proposed now would be annualized at the beginning of January.

- Council - Cut of \$303,000, with a \$45,000 previous restoration

The Council is not asking for a restoration.

- Auditor - General Fund cut of \$210,096; Tax Administration Fund cut of \$75,950

The Auditor is not asking for a restoration.

Council Member Newton asked if the Auditor had the personnel to do the performance audits.

Mr. Scott Tingley, County Auditor, stated the current audits are on schedule, but his employees are feeling pressure. The Covid cuts represent 1.5 FTEs, and he had 2 FTE vacancies since that time. He does have funds in his budget for one position, but he is having a tough time filling it.

- Clerk (Elections) - General Fund cut of \$1,000,000

The Clerk is asking for a \$250,000 restoration this year and a \$500,000 restoration for 2022.

Mayor Wilson stated she thought the County was just restoring contra cuts for 2021.

Mr. Darrin Casper, Deputy Mayor of Finance & Administration, stated the Clerk is purchasing capital equipment. If a restoration is for personnel, for example, the restoration automatically implies annualization of that salary.

Council Member Newton stated the Clerk is requesting a restoration of \$250,000 now that will allow the Clerk's office to buy 75 voting machines, and an additional restoration of \$500,000 in 2022 to purchase another 150 voting machines. She would like hear from the Clerk on two questions: 1) whether money would be saved by buying more machines at once; and 2) if there would be a price increase next year.

➤ Recorder - General Fund cut of \$6,110; a Tax Administration Fund cut of \$37,595, with a \$30,323 previous restoration

The Recorder is not asking for a restoration.

➤ Surveyor - General Fund cut of \$59,184, with a \$26,828 previous restoration; Tax Administration cut of \$7,300, with a \$3,212 previous restoration

The Surveyor is asking for a \$4,831 restoration in the General Fund and an \$851 restoration in the Tax Administration Fund. The restorations are for operating and supplies.

A motion was made by Council Member Bradshaw, seconded by Council Member Granato to approve the request. The motion carried by a unanimous vote.

➤ Assessor - Tax Administration Fund cut of \$778,723, with a \$34,528 previous restoration

The Assessor is asking for a \$186,049 restoration, with an annualized cost of \$186,049.

Mr. Chris Stavros, County Assessor, stated with Covid, he has incurred 13 vacant FTE positions, 6 of which were required to be frozen. In order to meet his statutory obligations, he has had to require mandatory overtime. He asked for a partial restoration to fill the frozen vacancies. He also explained concerns over losing employees to the private sector and other public agencies because the County is not staying competitive with market salaries.

Council Member DeBry asked if American Rescue Plan Act (ARPA) funds could be used to hire an FTE if an agency could show a nexus that it lost the position to Covid.

Mr. Casper stated the ARPA funding is one-time money, and it cannot be used for long-term purposes because it will run out December 31, 2024. If the County uses ARPA monies to hire someone, it will have to have a plan to pay for the ongoing structural expenditures after the one-time dollars are spent.

A motion was made by Council Member Granato, seconded by Council Member Winder Newton, to approve the request. The motion carried by a unanimous vote.

➤ Treasurer - Tax Administration Fund cut of \$240,000, with a \$144,999 previous restoration

The Treasurer is asking for a full restoration of \$95,001. The cuts were from a capital project and under expend from an FTE, which were one-time expenses.

A motion was made by Council Member Winder Newton, seconded by Council Member Bradshaw, to approve the request. The motion carried by a unanimous vote.

➤ The Mayor asked for a list of restorations:

Council Member Newton asked the following questions for more information about the requests:

- Mayor's Administration - Diversity and Inclusion

Why are those requests for 2022?

Ms. Kerri Nakamura, Chief of Staff, Mayor's Office, stated those requests are not needed this year.

Mr. Casper stated the Mayor's Office needed to understand the impact for 2022 because the new budget system rolls into long-range plans.

- Office of Regional Development - Tax Increment Financing (TIF) fees

Why are those fees staying within the Office of Regional Development budget and not going into the General Fund?

Ms. Dina Blaes, Director, Regional Development, stated the administrative fee funds the management of contracts and the time it takes to analyze TIF deals. It made more sense to fund that with these fees rather than from the General Fund since it is a TIF activity. If the Economic Development Division can continue to accurately track the time that takes, any revenue in addition to whatever its expense is can go to the General Fund.

Mr. Casper stated services cannot exceed the cost of the fee unless it is a statutory fee.

In this case, the fee does not cover the cost.

- Office of Regional Development - Professional Fees, Subscriptions, and Memberships

Ms. Blaes stated this is for training; each division in the Office of Regional Development has education training.

- Office of Regional Development - Professional Fees for Economic Development

Ms. Blaes stated these fees are to continue using SB Friedman Development Advisors as an independent third-party reviewer of TIF applications.

- Parks and Recreation Funds

Will the requested amount allow the County to fully open?

Ms. Holly Yocom, Director, Community Services Department, stated Parks and Recreation cannot fully open with that 25 percent, but it should get it through this year because of the time it will take to hire and get people on board. She would be coming back in the fall asking for a full restoration.

- IT Technology - IT Microsoft Premier Support Contract

Mr. Zach Posner, Chief Information Officer, Information Technology (IT), stated the Information Technology (IT) Division cut that this year, but Microsoft agreed to extend it through 2021 due to Covid. That extension ends in the next couple of months, and there is an annual renewal fee. IT uses that support heavily, for such things as training for Cloud migration and the new tax system, and reaching out to engineers for exploring Office 365, moving email and share point infrastructure into the Cloud, and when it gets into trouble and needs a higher level of engineer without waiting for days or weeks to get a ticket into their system. The County is definitely getting its money's worth.

Ms. Megan Hillyard, Director, Administrative Services Department, IT tries to have a blend of expertise in house, but make sure it can be as progressive as possible and lean on contracts for additional support.

- Extension Service - 4-H Donated Meat Program

Council Member Newton stated she would like to cut that program from the budget, as

she did not think it was the role of County government to do that.

Council Member Bradley stated it would be a shame to cut that program. It is an impactful program for young kids, and it stocks the Food Bank. He asked if the County provided an annual contribution to the Food Bank.

Mr. Casper stated the County provided \$800,000 with Covid, but it does not do an annual contribution.

A motion was made by Council Member Bradshaw, seconded by Council Member Winder Newton, to approve the requests, with the exception of the Office of Regional Development, Extension Services, and the TRCC Funds. The motion carried by a unanimous vote.

June Budget 2021

Mr. Delquadro reviewed the Mayor's June Budget 2021 PowerPoint presentation of June 8, 2021, focusing on significant new requests and technical adjustments.

Significant New Requests ~ Overhead Charges

He stated every year in June, the Council reviews the overhead charges as they relate to the individual agencies, based on actuals that occurred in the prior year. In the case of the Assessor's request, the distribution of the PUMA system project indirect costs/IT development have fallen on the Assessor, and that cost has doubled since last year. It is a technical change because the County is asking the Assessor to recognize the cost associated with this overhead so that those monies can be deposited in the General Fund. He asked the Council to approve the increase for the Assessor, as well as approve the increase in charges in Other Postemployment Benefits (OPEB), the Employee Service Reserve (ESR), and the compensated absences for the entire County, as presented and recommended by the Mayor's Office.

A motion was made by Council Member Bradshaw, seconded by Council Member Granato, to approve the requests as recommended by the Mayor's Office. The motion carried by a unanimous vote.

Remaining New Requests

Mr. Delquadro recommended the remaining significant new requests be approved, with the exception of the Sheriff and District Attorney's requests, which will be discussed next week. The Landfill tipping fee request may also be a moot point, depending on a

discussion later in the meeting.

A motion was made by Council Member Winder Newton, seconded by Council Member Granato, to approve the remainder of the significant new requests, with the exception of the Sheriff and District Attorney's requests. The motion carried by a unanimous vote.

Appropriation Unit Shifts

Mr. Delquadro stated a proposal has been made to restore the partitions among the appropriation units - personnel, capital, and operating, as of September 1, 2021. It is basically to restore the Council's oversight when an office asks to move money between appropriation units.

A motion was made by Council Member DeBry, seconded by Council Member Granato, to approve the request. The motion carried by a unanimous vote.

3.4 Update on Salt Lake County's Coordinated Response to [21-0714](#) COVID-19

Attachments: [Staff Report](#)
[County Council Briefing -- 06152021](#)
[Vaccination Briefing to Council -- 06152021](#)

Presenters: Mayor Jenny Wilson, Health Director Gary Edwards, Angela Dunn and COVID Coordinating Officer David Schuld (Approx. 10 mins).

Informational

Ms. Angela Dunn, Director, Salt Lake County Health Department, stated Salt Lake County is starting to see a slight uptake in the number of COVID-19 cases. She then delivered a PowerPoint presentation on the COVID-19 Health Response Vaccination. The PowerPoint showed areas according to ZIP codes with the lowest vaccination rates, 58.3 percent of Salt Lake County adults are vaccinated, 16-29 years old have plateaued in vaccine uptake, non-white/non-Asian and Hispanic are less likely to be vaccinated, geographic analysis of vaccination coverage, the Focus Clinic Report, Outreach Clinic Dosage Report, Vaccine Administration Report, Second Dose Overdue Report, upcoming vaccination branch priorities, vaccination clinics for the week of June 14-20, 2021, and recommendations.

Mayor Jennifer Wilson thanked Jill Miller, Associate Deputy Mayor of Finance, who has been working on vaccination efforts. Now that things are

more stable, she will be returning to her normal duties.

3.5 Overview of COVID-19 Expenditures and Resources Utilized [21-0713](#)

Attachments: [Staff Report](#)
[COVID Costs Update 6-15-21](#)

Presenters: Darrin Casper, Deputy Mayor and CFO; Shanell Beecher, Director of Accounting (Approx. 10 mins).

Informational

Ms. Shanell Beecher, Director, Accounting and Operations, Mayor's Finance, delivered a PowerPoint presentation on COVID-19 costs. She reviewed various categories and related activities, redeployed employees, new hires, contracted resources, Community Development Block Grant and Emergency Solutions Grant programs for COVID, equitable access grants, emergency rental assistance, and the economic inclusion community assistance program.

3.6 A Resolution of the Salt Lake County Council Approving Amendments to the Salt Lake Valley Solid Waste Management Facility - Fee Waiver Policy and Guidelines [21-0679](#)

Attachments: [Staff Report](#)
[Fee Waiver Policy 061421 aatf](#)
[2021-06-02 Fee Waiver Policy Resolution 060121 aatf](#)
[2021-06-02 Fee Waiver Policy-2020-signed](#)

Presenter: Patrick Craig, Executive Director, Solid Waste (Approx. 5 mins).

Discussion/Direction

Mr. Patrick Craig, Director, Solid Waste Management Division, summarized the amendments to the policy, which requires all waivers to be approved by the County Council, clarifies how the recommendations will be made to the County Council, and provides a method of reimbursement to the Enterprise Fund.

Mr. Scott Baird, Director, Public Works Department, stated the Solid Waste Management Council unanimously recommended approval of this policy.

Ms. Lisa Hartman, Associate Deputy Mayor, Regional Operations, stated this policy makes it clear how a fee waiver will be reimbursed.

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

3.7 A Resolution of the Salt Lake County Council Approving a Fee Waiver request under County Ordinance 3.42.073 [21-0716](#)

Attachments: [Staff Report](#)
[2021-06-02 Health Dept Fee Waiver Resolution 060121 aatf](#)
[2021-06-02 SL Valley Solid Waste Management Council](#)

Presenter: Patrick Craig, Executive Director, Solid Waste (Approx. 5 mins).
Discussion/Direction

Council Member DeBry asked why Salt Lake County is paying Salt Lake City's fees to dump waste into the landfill.

Mr. Scott Baird, Director, Public Works Department, stated the cost is coming out of the dividend, which is split evenly between the two owners.

Ms. Lisa Hartman, Associate Deputy Mayor of Regional Operations, stated this waiver provides for Salt Lake City to pay half of the cost; right now Salt Lake County is paying for all of it.

Ms. Catherine Kanter, Deputy Mayor of Regional Operations, stated the policy, which the Council just approved, stipulates that all fee waivers will come before the Council. This included any city that requests a fee waiver relating to homeless camps. The Council will have an opportunity to decide if it wants to waive those fees for individual cities.

A motion was made by Council Member Bradshaw, 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.

3.8 An Ordinance of the Legislative Body of Salt Lake County, Utah, Amending Chapter 2.26 of the Salt Lake County Code of Ordinances, Entitled "Hazardous Chemical Local Planning" [21-0720](#)

Committee

Attachments: [Staff Report](#)
[LEPC revised ordinance 2.26 6-2-21](#)
[LEPC Committee Members - June2021](#)
[Staff Report LEPC 06.15.2021](#)

Presenter: Chief Clint Mecham (Approx. 10 mins).
Discussion/Direction

Chief Clint Meacham stated this ordinance deals with the Local Emergency Planning Committee (LEPC) and will bring the County into compliance with federal codes.

Council Member DeBry asked if the Council would like to remove language that allows for an official designee to be appointed by the committee member.

Ms. Catherine Kanter, Deputy Mayor of Regional Operations, stated this committee is a difficult committee to put together due to the requirements that need to be met relating to committee members. Any flexibility would be very helpful.

A motion was made by Council Member Winder Newton, seconded by Council Member Bradshaw, to approve this item and forward it to the 4:00 PM Council meeting for ratification. The motion passed unanimously.

3.9 Closed Session to Discussion of the Character, Professional Competence, or Physical or Mental Health of an Individual [21-0728](#)

Attachments: [Staff Report](#)

(Approx. 45 mins).

A motion was made by Council Member Bradshaw, seconded by Council Member Winder Newton, to close the Committee of the Whole meeting to discuss the character, professional competence, or physical or mental health of an individual. The motion carried by a unanimous vote.

4. CONSENT ITEMS:

A motion was made by Council Member Bradshaw, seconded by Council Member Bradley, 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 Salt Lake County Donation to Bike Utah

[21-0671](#)

- Attachments:** [Staff Report](#)
[Bike Utah IRS Determination Letter 501\(c\)3](#)
[SLCO_Application_Contribution - Bike Utah](#)
[Bike Utah Financial Review 2019](#)

Presenters: Helen Peters, Program Manager, Regional Planning & Transportation; Toben Lowry, GIS Specialist, Regional Planning & Transportation; and Salt Lake County Bike Advisory Committee Staff Support (Approx. 5 mins).

Discussion/Direction

This consent item was approved and forwarded.

5. ITEMS FROM COUNCIL MEMBERS

5.1. Internal Business

6. APPROVAL OF MINUTES

ADJOURN

The meeting was adjourned at 3:15 PM.

SHERRIE SWENSEN, COUNTY CLERK

By _____
DEPUTY CLERK

By _____
CHAIR, SALT LAKE COUNTY COUNCIL