

# **SALT LAKE COUNTY**

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



## **Meeting Minutes**

**Tuesday, May 7, 2019**

**4:00 PM**

**Council Chambers, N1-110**

**County Council**

**1. CALL TO ORDER**

**Present:** Council Member Shireen Ghorbani  
Council Chair Richard Snelgrove  
Council Member Jim Bradley  
Council Member Max Burdick  
Council Member Aimee Winder Newton

**Excused:** Council Member Arlyn Bradshaw  
Council Member Michael Jensen  
Council Member Ann Granato  
Council Member Steve DeBry

Invocation - Reading - Thought

Pledge of Allegiance

**Mr. Chad Hughes**, County Assessor's Office, led the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN PUBLIC INPUT**

Comments are limited to 3 minutes unless otherwise approved by the Council. To comment by phone, please call (385-468-7480) by the beginning of the meeting. Those who are present may be asked to speak first.

**3. REPORT OF ELECTED OFFICIALS:**

- 3.1. Council Members
- 3.2. Other Elected Officials
- 3.3. Mayor

**4. PROCLAMATIONS, DECLARATIONS, AND OTHER CEREMONIAL OR COMMEMORATIVE MATTERS**

- 4.1 Proclamation: Holy Month of Ramadan and Eid Al-Fitr

[19-606](#)

**Attachments:** [Staff Report](#)  
[PROCLAMATION - Ramadan and EidalFitr](#)

**Ms. Luna Banuri**, Member, Salt Lake City Human Rights Commission, and the Martin Luther King Jr. Human Rights Commission, stated Mayor Wilson has been a leading figure in the Muslim community and Council Member Ghorbani has led its engagement with the Salt Lake County and Salt Lake City Councils.

**Council Member Wilson** read the following proclamation:

***WHEREAS***, Muslims in Salt Lake City, Utah, throughout the United States and across the world are participating in the Holy Month of Ramadan 2019; which began with the sighting of a new crescent Moon (May 5/6) and

***WHEREAS***, this month has been an opportunity to focus on reflection and spiritual growth, forgiveness, patience, and resilience, compassion for those less fortunate, and unity across communities.

***WHEREAS***, upon the arrival of the new crescent moon, Muslims in Utah, throughout the United States and across the globe will celebrate Eid al-Fitr.

***WHEREAS***, for Muslim Americans, Eid is an opportunity to reflect on the 30 days spent fasting and a recommitment to values of gratitude, compassion, and generosity.

***WHEREAS***, Muslim Americans are as diverse as our nation itself-black, white, Latino, Asian, and Arab. Eid celebrations around the country remind us of our proud history as a nation built by people of all backgrounds, and our history of religious freedom and civil liberties. These legacies would not be possible without the contributions of Muslim Americans that make our city and country even stronger.

***NOW, THEREFORE***, I, Jennifer Wilson, Mayor of Salt Lake County, do hereby honorably recognize the Holy Month of Ramadan and the Eid al-Fitr celebration in the County of Salt Lake and urge community and faith leaders, civil rights advocates, educators, public officials, and all people of Salt Lake County to join with our Muslim community members in acknowledgement.

Holy Month of Ramadan and Eid Al-Fitr

Adopted on this 7th day of May, 2019.

By /s/ JENNIFER WILSON  
Mayor

## 5. PUBLIC HEARINGS AND NOTICES

6. **RATIFICATION OF DISCUSSION ITEM ACTIONS IN COMMITTEE OF THE WHOLE**

- 6.1 Formal Adoption of An Ordinance repealing and replacing section [19-607](#) 2.08.070 entitled "Departmental and Divisional Internal Policies and Procedures and Executive Orders," of the Salt Lake County Code of Ordinances, 2001, regarding the adoption of internal policies and procedures and executive orders to enhance internal operations; and making related changes

Refer to Last Week File No. 19-563

**Attachments:** [Staff Report](#)

ORDINANCE NO. 1850

INTERNAL POLICIES, PROCEDURES AND EXECUTIVE ORDERS

AN ORDINANCE REPEALING AND REPLACING SECTION 2.08.070 ENTITLED "DEPARTMENTAL AND DIVISIONAL INTERNAL POLICIES AND PROCEDURES AND EXECUTIVE ORDERS," OF THE SALT LAKE COUNTY CODE OF ORDINANCES, 2001, REGARDING THE ADOPTION OF INTERNAL POLICIES AND PROCEDURES AND EXECUTIVE ORDERS TO ENHANCE INTERNAL OPERATIONS; AND MAKING RELATED CHANGES

The County Legislative Body of Salt Lake County ordains as follows:

SECTION 1. Section 2.08.070, entitled "Departmental and divisional internal policies and procedures and executive orders" of the Salt Lake County Code of Ordinances, 2001 is repealed and replaced. Section 2.08.070 is hereby repealed as follows:

~~[2.08.070 — Departmental and divisional internal policies and procedures and executive orders.~~

~~The offices, departments, sections and divisions of county government shall prepare such written policies and procedures and standard operating manuals as may be useful for their internal administration, utilizing a standard format. Policies adopted by the mayor may take the form of executive orders.~~

A. All matters or procedures having countywide impact including major operations and procedures, relations with other offices, divisions or departments, employee rights and benefits, purchasing or contracting; cash handling; budgeting; debt financing; or significant contact with the public, shall be adopted in the form of policies and procedures which must be approved by the council and may not be in conflict with law, ordinance or countywide policy. All other policies may be adopted by the mayor or other offices. Executive orders implementing ordinances or countywide policies and procedures or addressing the operations and programs of the executive department may be adopted by the mayor. Offices are encouraged to adopt written policies and procedures.

~~B. Departments, offices, divisions and sections of county government are encouraged to adopt a class of county policy or regulation, to be known as a standard operating manual, regarding activities and operations which are of a character which does not arise to the level of a formal policy and procedure. Such manuals shall refer to and provide guidance to county employees regarding day to day operations, safety concerns, the operation of equipment, vehicles and devices, approved methods for accomplishing tasks, operations and work assignments, and similar matters. Subjects regarding major operations and procedures, relations with other divisions or departments, employee rights or benefits, cash handling, or significant contact with the public, may not be encompassed in a standard operating manual, but must be covered by formally approved and adopted policies and procedures. Standard operating manuals shall be kept current and shall be made readily available to all employees and supervisors affected thereby. Standard operating manuals must conform to applicable laws, ordinances and policies, and the provisions of a law, ordinance or policy will prevail over a conflicting provision in a standard operating manual. Manuals need not be approved by the council. County employees may be liable for disciplinary action for failure to follow or abide by the provisions of a standard operating manual, policies or procedures, or executive orders.]~~

SECTION II. Section 2.08.070, entitled "Internal policies and procedures and executive orders" of the Salt Lake County Code of Ordinances, 2001, is hereby enacted to read as follows:

2.08.070 - Internal policies and procedures and executive orders.

A. Elected offices, county departments, divisions, agencies and sections

may prepare internal policies such as standard operating manuals and bylaws that are useful for internal administration. Internal policies should enhance efficiency in day-to-day operations and relations with the public. Policies shall not conflict with any law or county ordinance. Proposed policies which conflict with human resources policy or countywide policy or have a budgetary impact shall be approved by the council. Internal policies and procedures shall be approved by the appropriate elected official or designee.

B. Policies adopted by the mayor may take the form of executive orders. Executive orders implementing ordinances, countywide policies and procedures, or addressing the operations and programs of the executive department may be adopted by the mayor and shall comply with state statute regarding executive orders.

SECTION III. This ordinance shall become effective fifteen (15) days after its passage and upon at least one publication of the ordinance or a summary thereof in a newspaper of general circulation in Salt Lake County.

APPROVED and ADOPTED this 7<sup>th</sup> day of May, 2019.

SALT LAKE COUNTY COUNCIL

ATTEST (SEAL)

By /s/ RICHARD SNELGROVE

Chair

By /s/ SHERRIE SWENSEN

County Clerk

A motion was made by Council Member Burdick, seconded by Council Member Ghorbani, that this agenda item be ratified. The motion carried by the following vote:

**Aye:** Council Member Ghorbani, Council Chair Snelgrove, Council Member Bradley, Council Member Burdick, and Council Member Winder Newton

**Excused:** Council Member Bradshaw, Council Member Jensen, Council Member Granato, and Council Member DeBry

- 6.2** Formal Adoption of An ordinance of the legislative body of Salt Lake County, Utah, amending section 2.60.020 of the Salt Lake County Code of Ordinances, 2001, entitled "Convention Facilities Advisory Board" making the Associate Deputy Mayor of County [19-553](#)

Services an ex-officio member of the board and removing the Director and Associate Director of the Department of Regional Transportation, Housing , and Economic Development from the board

Refer to Last Week File No. 19-564

**Attachments:** [Staff Report](#)

ORDINANCE NO. 1851

AN ORDINANCE OF THE LEGISLATIVE BODY OF SALT LAKE COUNTY, UTAH, AMENDING SECTION 2.60.020 OF THE SALT LAKE COUNTY CODE OF ORDINANCES, 2001, ENTITLED “CONVENTION FACILITIES ADVISORY BOARD” MAKING THE ASSOCIATE DEPUTY MAYOR OF COUNTY SERVICES AN EX-OFFICIO MEMBER OF THE BOARD AND REMOVING THE DIRECTOR AND ASSOCIATE DIRECTOR OF THE DEPARTMENT OF REGIONAL TRANSPORTATION, HOUSING AND ECONOMIC DEVELOPMENT FROM THE BOARD

The County Legislative Body of Salt Lake County ordains as follows:

SECTION 1. The amendments made herein are designated by underlining the new substituted words. Words being deleted are designated by brackets with a line drawn through said words.

SECTION II. Section 2.60.020, of the Salt Lake County Code of Ordinances, 2001 is hereby amended to read as follows:

**2.060.020 - Membership.**

A. Members. The Convention Facilities Advisory Board shall consist of the following citizens and representatives:

1. Shareholders with voting rights:
  - a. Two representatives from the hospitality industry including hotels and resorts;
  - b. A representative from Salt Lake City government;
  - c. A representative from Sandy City government;
  - d. A representative from the Salt Lake County council;

- e. A representative of the State of Utah;
  - f. An executive board member of Salt Lake County's vendor for visitor promotion and tourism;
  - g. Three facility users or stakeholders;
  - h. Two community representatives at large;
  - i. President of Salt Lake County's vendor for visitor promotion and tourism; and
2. Ex-officio, nonvoting, members:
- a. ~~Director of the Salt Lake County Department of Regional Transportation, Housing and Economic Development;~~
  - b. ~~Associate director of Salt Lake Department of Regional Transportation, Housing and Economic Development;~~  
Associate Deputy Mayor of County Services;
  - be. Representative from Salt Lake County Arts and Culture;
  - cd. An attorney from the Salt Lake County District Attorney's Office; and
  - de. A representative from the Salt Lake Area Chamber of Commerce of Downtown Alliance.

B. The number of board members shall be set by the mayor and may be changed, from time to time, at the request of the mayor and upon approval of the county council. The chair and vice-chair of the CFAB shall be selected annually by its voting members. The CFAB will be provided staff assistance, as necessary, by the management company for the facilities.

C. Term. Voting board members' terms will consist of three calendar years from the date of appointment. No voting board members will serve more than two three-year terms, unless his/her appointment is based on the member's official position. For example: President of Salt Lake County's vendor for visitor promotion and tourism. Terms of board members shall not be concurrent and shall be staggered so that terms of service shall overlap giving depth of knowledge to the CFAB at all times.

D. Compensation. The CFAB members shall serve without compensation, but may be reimbursed, at rates consistent with county-wide policies, for travel and other expenses related to their duties as CFAB members.

SECTION III. This ordinance shall become effective fifteen (15) days after

its passage and upon at least one publication in a newspaper published and having general circulation in Salt Lake County.

APPROVED and ADOPTED this 7th day of May, 2019.

SALT LAKE COUNTY COUNCIL

ATTEST (SEAL)

By /s/ RICHARD SNELGROVE

Chair

By /s/ SHERRIE SWENSEN

County Clerk

A motion was made by Council Member Burdick, seconded by Council Member Ghorbani, that this agenda item be ratified. The motion carried by the following vote:

**Aye:** Council Member Ghorbani, Council Chair Snelgrove, Council Member Bradley, Council Member Burdick, and Council Member Winder Newton

**Excused:** Council Member Bradshaw, Council Member Jensen, Council Member Granato, and Council Member DeBry

**6.3** County Council Legal Counsel Recruitment [19-612](#)

**Attachments:** [Staff Report](#)  
[Legal Counsel Job Description from HR REVISED with JSR](#)  
[Legal Counsel Job Description FINAL DRAFT](#)

This matter was tabled.

**6.4** Debt Review Committee Recommendation [19-598](#)

**Attachments:** [DRC Kearns Library NMTC recommendation](#)

A motion was made by Council Member Burdick, seconded by Council Member Ghorbani, that this agenda item be ratified. The motion carried by the following vote:

**Aye:** Council Member Ghorbani, Council Chair Snelgrove, Council Member Bradley, Council Member Burdick, and Council Member Winder Newton

**Excused:** Council Member Bradshaw, Council Member Jensen, Council Member Granato, and Council Member DeBry

6.5 Behavioral Health Services Division Annual Area Plan [19-601](#)

**Attachments:** [Staff Report](#)  
[Area Plan 20 Salt Lake County Combined Final 4-30-19](#)  
[Area Plan Attachments Combined Final 4-30-19](#)  
[2020 Area Plan PP](#)

A motion was made by Council Member Burdick, seconded by Council Member Ghorbani, that this agenda item be ratified. The motion carried by the following vote:

**Aye:** Council Member Ghorbani, Council Chair Snelgrove, Council Member Bradley, Council Member Burdick, and Council Member Winder Newton

**Excused:** Council Member Bradshaw, Council Member Jensen, Council Member Granato, and Council Member DeBry

6.6 Technical & Minor Amendments to Policy 1350 Vehicle Policy [19-605](#)

**Attachments:** [Staff Report](#)  
[Memo to County Council Policy 1350 Vehicle Policy 2019 April 22](#)  
[Policy 1350 Vehicle Policy CLEAN 4 22 2019](#)  
[Policy 1350 Vehicle Policy IN EFFECT 12 11 18](#)  
[Policy 1350 Vehicle Policy REDLINE 4 22 2019](#)

A motion was made by Council Member Burdick, seconded by Council Member Ghorbani, that this agenda item be ratified. The motion carried by the following vote:

**Aye:** Council Member Ghorbani, Council Chair Snelgrove, Council Member Bradley, Council Member Burdick, and Council Member Winder Newton

**Excused:** Council Member Bradshaw, Council Member Jensen, Council Member Granato, and Council Member DeBry

## 7. RATIFICATION OF CONSENT ITEM ACTIONS IN COMMITTEE OF THE WHOLE

A motion was made by Council Member Burdick, seconded by Council Member Ghorbani, that the consent agenda items be ratified. The motion carried by the following vote:

- Aye:** Council Member Ghorbani, Council Chair Snelgrove, Council Member Bradley, Council Member Burdick, and Council Member Winder Newton
- Excused:** Council Member Bradshaw, Council Member Jensen, Council Member Granato, and Council Member DeBry
- 7.1 Appointment of Dorothy Adams to the Salt Lake County Noxious Weed Control Board. She would serve as the Mayor's Designee. Her term would begin 5/7/2019, and she would continue to serve subject to the Mayor's pleasure. [19-597](#)

**Attachments:** [Staff Report](#)  
[Dorothy Adams - application, approval form](#)

The vote on this consent item was ratified.

- 7.2 Contribute \$1,950 to support the Salt Lake Community Action (dba Utah Community Action) 2019 Bloom Fundraiser. The fundraiser will support the Head Start program. Economic Development will contribute \$1,000, and \$950 will come from the Mayor's Contribution Fund. [19-594](#)

**Attachments:** [Staff Report](#)  
[Salt Lake Community Action \(dba Utah Community Action\) - application, 501c3, approval letter](#)

The vote on this consent item was ratified.

- 7.3 Resolution of the County Council of Salt Lake County approving and authorizing execution of an interlocal cooperation agreement between Salt Lake County and Riverton City for a contribution of TRCC funds to fund improvements to city's fish pond [19-595](#)

Contribution of \$100,000

**Attachments:** [Staff Report](#)  
[Resolution Riverton City Fish Pond](#)

RESOLUTION NO. 5572

A RESOLUTION OF THE COUNTY COUNCIL OF SALT LAKE

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COUNTY APPROVING AND AUTHORIZING EXECUTION OF AN INTERLOCAL COOPERATION AGREEMENT BETWEEN SALT LAKE COUNTY AND RIVERTON CITY FOR A CONTRIBUTION OF TRCC FUNDS TO FUND IMPROVEMENTS TO CITY'S FISH POND

#### RECITALS

A. Salt Lake County (the "County") and Riverton City (the "City") are "public agencies" as defined by the Utah Interlocal Cooperation Act, Utah Code Ann. §§ 11-13-101 et seq. (the "Cooperation Act"), and, as such, are authorized by the Cooperation Act to enter into this Agreement to act jointly and cooperatively on the basis of mutual advantage in order to provide facilities in a manner that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities.

B. The County receives funds ("TRCC Funds") pursuant to the Tourism, Recreation, Cultural, Convention, and Airport Facilities Tax Act, Utah Code Ann. §§ 59-12-601 et seq. (the "TRCC Act"). The TRCC Act provides that TRCC Funds may be used, among other things, for the development, operation, and maintenance of publicly owned or operated recreation, cultural, or convention facilities.

C. In 2018, the City requested TRCC Funds from the County to help it fund the project described in its TRCC Application. More specifically, the City requested TRCC Funds to fund improvements to the City's fish pond (the "Project"). The County Council appropriated TRCC Funds for this purpose in the 2019 Salt Lake County Budget. The City and the County now desire to enter into the Interlocal Cooperation Agreement attached hereto as ATTACHMENT A (The "Interlocal Agreement") wherein the County agrees to grant TRCC Funds to the City to help fund the Project and wherein the City agrees to abide by the terms and conditions outlined in the Agreement.

D. The County Council believes that its contribution and assistance under the Agreement will contribute to the prosperity, moral well-being, peace and comfort of Salt Lake County residents.

#### RESOLUTION

NOW, THEREFORE, IT IS HEREBY RESOLVED, by the County Council

of Salt Lake County:

1. That the Interlocal Agreement between Salt Lake County and Riverton City is approved, in substantially the form attached hereto as ATTACHMENT A, and that the Salt Lake County Mayor is authorized to execute the same.
  
2. That the Interlocal Agreement will become effective as stated in the Interlocal Agreement.

APPROVED AND ADOPTED in Salt Lake City, Salt Lake County, Utah, this 7th day of May, 2019.

SALT LAKE COUNTY COUNCIL

ATTEST (SEAL)

By /s/ RICHARD SNELGROVE  
Chairperson

By /s/ SHERRIE SWENSEN  
Salt Lake County Clerk

The vote on this consent item was ratified.

- 7.4 Resolution of the County Council of Salt Lake County approving and authorizing execution of an interlocal cooperation agreement between Salt Lake County and Riverton City for a contribution of TRCC funds to develop and construct a dog park [19-596](#)

Contribution of \$100,000

**Attachments:** [Staff Report](#)  
[Resolution Riverton City Dog Park](#)

RESOLUTION NO. 5573

A RESOLUTION OF THE COUNTY COUNCIL OF SALT LAKE COUNTY APPROVING AND AUTHORIZING EXECUTION OF AN INTERLOCAL COOPERATION AGREEMENT BETWEEN SALT LAKE COUNTY AND RIVERTON CITY FOR A CONTRIBUTION OF TRCC FUNDS TO DEVELOP AND CONSTRUCT A DOG PARK

## RECITALS

A. Salt Lake County (the “County”) and Riverton City (the “City”) are “public agencies” as defined by the Utah Interlocal Cooperation Act, Utah Code Ann. §§ 11-13-101 et seq. (the “Cooperation Act”), and, as such, are authorized by the Cooperation Act to enter into this Agreement to act jointly and cooperatively on the basis of mutual advantage in order to provide facilities in a manner that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities.

B. The County receives funds (“TRCC Funds”) pursuant to the Tourism, Recreation, Cultural, Convention, and Airport Facilities Tax Act, Utah Code Ann. §§ 59-12-601 et seq. (the “TRCC Act”). The TRCC Act provides that TRCC Funds may be used, among other things, for the development, operation, and maintenance of publicly owned or operated recreation, cultural, or convention facilities.

C. In 2018, the City requested TRCC Funds from the County to help it fund the project described in its TRCC Application. More specifically, the City requested TRCC Funds to fund the development and construction of a dog park within city (the “Project”). The County Council appropriated TRCC Funds for this purpose in the 2019 Salt Lake County Budget. The City and the County now desire to enter into the Interlocal Cooperation Agreement attached hereto as ATTACHMENT A (the “Interlocal Agreement”) wherein the County agrees to grant TRCC Funds to the City to help fund the Project and wherein the City agrees to abide by the terms and conditions outlined in the Agreement.

D. The County Council believes that its contribution and assistance under the Agreement will contribute to the prosperity, moral well-being, peace and comfort of Salt Lake County residents.

## RESOLUTION

NOW, THEREFORE, IT IS HEREBY RESOLVED, by the County Council of Salt Lake County:

1. That the Interlocal Agreement between Salt Lake County and

Riverton City is approved, in substantially the form attached hereto as ATTACHMENT A, and that the Salt Lake County Mayor is authorized to execute the same.

2. That the Interlocal Agreement will become effective as stated in the Interlocal Agreement.

APPROVED AND ADOPTED in Salt Lake City, Salt Lake County, Utah, this 7th day of May, 2019.

SALT LAKE COUNTY COUNCIL

ATTEST (SEAL)

By /s/ RICHARD SNELGROVE  
Chairperson

By /s/ SHERRIE SWENSEN  
Salt Lake County Clerk

The vote on this consent item was ratified.

**8. TAX LETTERS**

**9. LETTERS FROM OTHER OFFICES**

**10. PRIVATE BUSINESS DISCLOSURES**

**11. APPROVAL OF MINUTES**

11.1 Approval of Council Minutes for April 23, 2019

[19-599](#)

**Attachments:** [042319 Council Minutes](#)

A motion was made by Council Member Burdick, seconded by Council Member Ghorbani, that this agenda item be approved. The motion carried by the following vote:

**Aye:** Council Member Ghorbani, Council Chair Snelgrove, Council Member Bradley, Council Member Burdick, and Council Member Winder Newton

**Excused:** Council Member Bradshaw, Council Member Jensen, Council Member Granato, and Council Member DeBry

**ADJOURN**

THERE BEING NO FURTHER BUSINESS to come before the Council at this time, the meeting was adjourned at 4:10 PM until Tuesday, May 14, 2019, at 4:00 P.M.

SHERRIE SWENSEN, COUNTY CLERK

By \_\_\_\_\_  
DEPUTY CLERK

By \_\_\_\_\_  
CHAIR, SALT LAKE COUNTY COUNCIL