

# Memorandum

To: Salt Lake County Councilmembers

From: Mayor's Administration

Subject: Proposed Granite and Sandy Hills Community Council Contributions

Date: October 13, 2021

Salt Lake County recognizes the unincorporated Community Councils of Granite and Sandy Hills that are governed by Salt Lake County ordinance 2.56. The ordinance allows for recognized unincorporated Community Councils (CCs) to request funds to pay for their administrative functions, such as legal notices, elections, newsletters, computers, outreach activities, postage, etc. Funds to cover those requests come from funds that are allocated by the MSD in its annual budget process for unincorporated Salt Lake County administrative expenses. That allocation is then incorporated into the Salt Lake County corresponding fall budget process. In the 2021 budget process, \$15,000 was earmarked to respond to all CC budget requests.

## Background

CCs are required to submit budget requests by September 1 each year for consideration in the upcoming fiscal year. Due to the COVID-19 pandemic and other reasons, the timeline for submissions in 2020 was not met. Instead, the requests were received by the County in March of 2021 and additional documentation requested by the SLCo Mayor's Office was received in August of 2021.

In order to receive funding, the budget requests must be in writing. In addition, the CCs must have bylaws that establish a fiscal year, and within 90 days following the close of the CC fiscal year, the organization must file a detailed financial statement with the clerk of the County Council and the County's CC Liaison.

The following table indicates the amounts requested by Granite and Sandy Hills Community Councils for FY 2021 and the amounts recommended by the Mayor's Administration.

Community Council	Requested 2021 Amount	Recommended 2021 Amount	2020 Funding	2019 Funding	2018 Funding	2017 Funding
Sandy Hills	\$3,684	\$3,500	\$3,684	\$3,684	\$3,684	\$3,684
Granite	\$7,500	\$2,500	\$5,100	\$0	\$3,122	\$3,122
Willow Creek	n/a	n/a	\$1,700			
<b>TOTAL</b>	<b>\$11,184</b>	<b>\$6,000</b>				

**Granite Community Council** requested \$7,500 for their 2021 administrative funds and events.

**Sandy Hills Community Council** requested \$3,684 for their 2021 administrative budget.

The information required from these CCs in order to be eligible to receive funds—e.g., bylaws, financial statements, written budget request—have been submitted.

## Recommendation

The Salt Lake County Mayor's Administration recommends approval of \$2,500 to Granite Community Council and \$3,500 to the Sandy Hills Community Council for the 2021 FY. This recommendation is based in part on the recognition of the December 31, 2020, year-end fund balances of both CCs as follows: Granite - \$11,056.92 and Sandy Hills - \$4,027.98.