

SL COUNTY BUDGET REQUEST / ADJUSTMENT FORM

Executive Summary

Request Item No: 102200IA01	For Fiscal Year: 2019
Requesting Organization: 10220000 MAYOR FINANCIAL A	Date of Request: 4-Jan-19
Budget Adjust Type(s): New Revenue or Expense	Ongoing (Y or N): NO
	If Yes, next year's CF impact: \$0
	Net FTE Change: 0.00

Description and Justification:

Jordan River Master Plan - Ideas Competition: Contribution from the James Lee Sorenson Family Foundation restricted for direct project costs related to On the River's Edge, an ideas competition associated with the Jordan River master plan. This is a one-time contribution (see attached grant application, award letter, DECLARATION OF DONATION form, and project budget). The grant will expire at the end of the project, expected to be July 15, 2019, at which time, a final grant report is required.

Fund Impact

SUMMARY OF FUND IMPACT BY FUND	
FUND:	110 GENERAL FUND
Fund Impact (Budgetary)	\$0
Fund Impact (Transfers)	\$0
TOTAL FUND IMPACT	\$0

SUMMARY OF CNTY FUNDING IMPACT BY DEPT				
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
1022000100 MAYOR FINANCE ADMIN	41,000	41,000	0	0
TOTALS	41,000	41,000	0	0

Approvals

Division Director:

Date: _____

Dept. or Elected Fiscal Mgr:

[Signature]

Date: 1/4/2019

Dept. Dir. or Elected Official:

Date: _____

Facilities Division Director:
(Capital Projects Only)

[Signature]

Date: _____

Chief Financial Officer:

[Signature]

Date: 1/7/19

Mayor or Designee:

Approve *[Signature]*

Date: 1/9/19

Council Action:

Approve

Date: _____

Budget Adjustment Detail									
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Budget Year: 2019 * Requesting Department: 10220000 MAYOR FINANCIAL ADMINISTRATION

Budget Period: Pre-June interim * Req Item No: 102200001 * Adjustment Title: Jordan River Master Plan - Ideas Competition

Adjustment Type(s): New Revenue or Expense

Expense Budget String(s):

[illegible]

TOTAL EXPENDITURES Page 1:	\$41,000
TOTAL EXPENDITURES ALL PAGES:	\$41,000

Revenue Budget String(s):

[illegible]

TOTAL REVENUES Page 1:	\$41,000
TOTAL REVENUES ALL PAGES:	\$41,000

Balance Sheet/Fund Unrestriction String(s): ☐ Bal sheet strings only required for Proprietary Fund adjustments or fund unrestrictions, check if applicable

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
110	1022000200	BAL. SHT of 499999	
		BAL. SHT of 499999	
		BAL. SHT of 499999	
TOTAL BALANCE SHEET CHANGE:			\$0

TOTAL BALANCE SHEET CHANGE:		\$0
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* Ongoing (Y or N): No
 If Yes, next year's CF impact: 50

No. of New FTEs:	<u>0.00</u>	(2)
No. of New Time Limited FTEs:	<u>0.00</u>	(2)
No. of Transferred FTEs:	<u>0.00</u>	(2)
No. of Abolished FTEs:	<u>0.00</u>	(2)

Fund Balance Transfers:

From Fund	From Dept ID	To Fund	To Dept ID	Amount

Description and Justification: (Attach additional pages as needed.)

Contribution from the James Lee Sorenson Family Foundation restricted for direct project costs related to On the River's Edge, an ideas competition associated with the Jordan River master plan. This is a one-time contribution (see attached grant application, award letter, DECLARATION OF DONATION form, and project budget). The grant will expire at the end of the project, expected to be July 15, 2019, at which time, a final grant report is required.

(1) If the request is for a grant, include the dates the grant will expire and what obligations are required of the County after the grant expires
(2) For FTE related requests, complete and print the "Position" tab. Totals from that tab will be carried over to here.

Version 05; Last Updated: 9/20/2016

James Lee Sorenson Family Foundation
299 South Main, Suite 2200 ~ Salt Lake City, Utah 84111 (801) 490-1020

Salt Lake County Mayor's Office
Attn: Dina Blaes
2001 South Street Street
Salt Lake City, UT 84190

RE: Grant Application

Dear Dina,

I am pleased to inform you that the **James Lee Sorenson Family Foundation ("JLSFF")** have reviewed and **approved** your application for a grant for the On the River's Edge Ideas Competition program in the amount of FORTY THOUSAND dollars (\$40,000.00).

In order to receive our check we ask that you send back to us a countersigned copy of this letter.

Please note that these grant funds must be used in accordance with the budget included with your proposal and for the purpose outlined above and that no substantial changes in the use of funding or the grant period may be made without prior written approval from the Foundation. Any funds not used for the purposes described in this letter will revert to the Foundation.

A condition of this grant is that you agree to submit a financial and narrative report upon completion of use of funds granted, on a form that the Foundation will provide. This grant is subject to financial audit during or immediately following the grant period, upon our notification to you. A separate bank account for grant funds is not required, but it is necessary that a separate financial accounting be maintained.

We request that in any publicity given this grant, acknowledgment be made that funds were received from the Foundation. Please enclose copies of any publicity when you send us your report.

Sincerely,

Lindsay Zizumbo
Director
James Lee Sorenson Family Foundation

Accepted by: _____

Name, Title

12/20/2018

Date

JAMES LEE SORENSON FAMILY FOUNDATION (JLSFF)

Grant Application Form
(Form 1/2012)

Applicant Information

Organization Name: Salt Lake County
Date of Application: December 19, 2018 Year Established 1850
Mailing Address: 2001 South State Street, Suite N4-200
City/State/Zip: Salt Lake City Utah 84114
Phone Number: 385-468-7028 Fax Number: 385-468-7203
Email Address: dblaes@slco.org Website Address: www.slco.org
Contact Name: Dina Blaes Title: Associate Deputy Mayor
Organization Mission: Public safety, health, and recreation services for 1M residents of SL County
Geographical Area You Serve: Salt Lake County
Year Established: 1850 No. of Paid Employees: 4,000+
Past Two Years Revenue and Expenses 2018, \$1.4B; 2019, \$1.2B
Has your organization ever received funding from JLSFF? If so, please list when and amounts:
No.

Project Information

Project Title: On The River's Edge: An Ideas Competition
Funding Requested: \$40,000 in one-time funding
Total Project Budget: \$226,000
Target Population and Number Served *(Target population and number you hope to reach through project):*
Families and community groups living near and recreating along the Jordan River Parkway in SLCo.
Project Description *(Summary of the objectives and expected outcomes for this project and how they will be accomplished):* 1) Engage the design community in submitting innovative and creative ideas for the parkway, 2) Conduct robust public outreach and engagement with residents, business leaders and community leaders, 3) Gather creative and innovative ideas for recreation, commerce and conservation for the parkway.
Use of Funds *(Briefly describe how the requested funding will be used):* Funds restricted for planning, public outreach, community engagement, direct project costs, and cash prizes to design teams
Project Impact *(Describe the impact of this project in addressing the mission of your organization):*
Improve a regionally significant nature corridor in the heart of a dense, and ever-growing, urban area.

Evaluation Process *(Summarize how you will measure the project's success and who will be responsible for this measurement. Provide both data/numeric evidence and a description in terms of human impact).*

Number and quality of ideas submitted; Volume and diversity of the public outreach and engagement.

Number of volunteers project will involve: Up to 25 volunteers from the county and Jordan River Commission

Number of Paid staff this project will involve: Seven county staff members; time commitment is 1/4 to 3/4 time.

List the project's key staff positions and salaries: Project Manager, \$100,000; Project Support, \$85,000; Web development team, \$55,000 to \$85,000; Facilities staff, \$25,000 to \$65,000

Committed donors for this project and amounts: At this time, other contributions have not been committed.

Potential major donors anticipated for this project:

Zions Bank and other business and

philanthropic organizations and individuals have been solicited, with responses expected in early January 2019.

Percentage of project budget to be used for fundraising and administrative expenses:

Less than 10% of the budget will be used for administration and fundraising, approx 30% of the budget is allocated to direct project management.

Statement from Organization's Chief Executive Officer

The organization named below does hereby certify that the information provided in this Grant Application is accurate and complete to the best of our ability and knowledge. We further certify that the IRS has not revoked, and neither we nor the IRS have changed our tax-exempt status since the date of the IRS Determination Letter provided as a part of this application. We further acknowledge that if awarded a grant from JLSFF, we will provide certification to JLSFF, within the time specified in the JLSFF Grant Guidelines, that the funds have been used for the purposes for which the grant was awarded.

Name of Submitting Organization:

Salt Lake County

Date: December 20, 2018

By: 

Name: Darrin Casper, CFO/Deputy Mayor

Its: Chief Executive Officer or equivalent

**DECLARATION OF DONATION
COUNCIL APPROVAL**

For County Council's approval consistent with Policy 1006

(Cash donations above \$5,000 total, annually; property donations above \$1,000 total, annually; testamentary donations.)

I, James Lee Sorenson Family Foundation, irrevocably give, and where appropriate transfer, title to the property described below to Salt Lake County to become permanent property of Salt Lake County and to be administered in accordance with its established policies. I assign and transfer all rights, including any copyrights that I possess on these properties to Salt Lake County, without restrictions or conditions except those noted below under "Other provisions or restrictions."

Description of donation:

\$40,000, one-time cash contribution

Value (estimated by the donor):
\$40,000

Date of transfer of title and delivery:
December 31, 2018

Other provisions or restrictions:

Funds are restricted for direct project costs related to On The River's Edge: An Ideas Competition.



Elected Official/Mayor or Designee

James Lee Sorenson Family Foundation
Donor

Date: 12/20/18

Address: 299 South Main Street, Suite 2200
Salt Lake City Utah 84111

Salt Lake County hereby accepts the above donation under the conditions specified within this Declaration of Donation form, but makes no judgment as to the value of the Donation.

SALT LAKE COUNTY COUNCIL:

ATTEST:

Chair

Date

_____, County Clerk or
Deputy County Clerk

		PROPOSED		Notes
Rev Acct	INCOME/REVENUE	Budget	Budget v2	
	Grant Revenue			
417005	Awards Sponsor	\$41,000.00		
417005	Ideas Exhibit Sponsor	\$20,000.00		
417005	Public Outreach Sponsor	\$15,000.00		
417005	Competition Launch Sponsor	\$15,000.00		
417005	Jury Sponsor	\$5,000.00		
417005	People's Choice Sponsor	\$5,000.00		
	Total Grant Revenue	\$101,000.00		
	Organizer/Partner Revenue			
	Salt Lake County In-Kind	\$110,600.00		Website development, project management, GIS, Communications, Facilities
	South Salt Lake In-Kind	\$0.00		What can/will they provide to offset direct costs?
	West Valley City In-Kind	\$0.00		What can/will they provide to offset direct costs?
	Total Organizer/Partner Revenue	\$110,600.00		
	Registration Revenue			
	Team Entry Fees	\$8,500.00		100 @ \$85 each
	Total Registration Revenue	\$8,500.00		
	Other Income/Revenue			
	TOTAL INCOME/REVENUE	\$220,100.00		
	Total Revenue - Cash	\$109,500.00		
	Total Revenue - In-Kind	\$110,600.00		
EXP Acct	EXPENSES			
	Competition Expenses			
	Launch Event			
633010	Venue Rental	\$500.00		Free if done in the park; showing video outdoors (borrow Millcreek's equipment?)
613005	Printing/Signage	\$800.00		Banners, window slicks - venue will determine needs
613045	Video Production	\$2,200.00		Video production; launch and runs on website, YouTube, Vimeo, etc
633015	Equipment/Materials	\$1,550.00		Venue will determine; heaters/fire pits if outdoor launch
	Invitations	\$0.00		Electronic; cost included in graphic design
	Jury & Jurying Event(s)			
619030	Travel	\$850.00		one out-of-state juror
619030	Local Transportation	\$160.00		Mileage-in-state; for jury event only
619030	Accommodations	\$550.00		one out-of-state juror; 2 nights
615055	Thank you gift	\$455.00		7 jurors @ \$65 each
633010	Venue Rental	\$300.00		Meeting room for jury
633015	Equipment/Materials	\$250.00		Scoring sheets; work with C&P for process
633025	Transport/Storage - Display Boards	\$485.00		Where will they live during entry submissions
615055	Jury Meal & Breaks	\$380.00		During jury session; Policy 1020 compliance
	Public Reception			
	Invitations	\$0.00		Electronic only
	Food & Beverage	\$2,000.00		Finger Foods; Policy 1020 compliance
	Entertainment	\$450.00		Paid directly by event sponsor
	Exhibit			
633010	Venue Rental	\$2,500.00		Look for warehouse space in SSL near parkway; CCC booked through June
633015	Fabrication/Equipment	\$12,500.00		60 panels (2'x6') @ \$23; gaffer tape, labor, design
633015	Lighting	\$3,800.00		LED art lights 60 @ \$50; design, additional equip
	People's Choice Voting			
	Webpage Design/Functionality	\$1,950.00		Sub-page to general competition page
	Winner's Announcement Event			
633010	Venue Rental	\$500.00		Free if done in park;
633015	Equipment/Materials	\$650.00		Venue will determine needs
	Prize Money			
7639025	Jury Award	\$20,000.00		Work through DA and C&P for compliance with Utah Code & SLC Ordinance
7639025	Innovation Award: Connectivity	\$2,500.00		
7639025	Innovation Award: Activation	\$2,500.00		
7639025	Innovation Award: Recreation	\$2,500.00		
7639025	Innovation Award: Conservation	\$2,500.00		
7639025	Innovation Award: Commerce	\$2,500.00		
7639025	Innovation Award: Additional	\$2,500.00		
7639025	People's Choice Award	\$6,000.00		
	Marketing Expenses			
613045	Photography	\$850.00		For events; for website, competition marketing materials
	Advertising			
613020	Print Advertising	\$8,500.00		Production included in graphic design; ASLA mag; 2, 1/2 page full color Trib/D News
613020	Online Advertising	\$1,400.00		Production included in graphic design; banner ads KSL.com, Search engine ads
613020	Agency Fees	\$900.00		12% of media buy; avoid if county makes the buy
613020	Social Media Advertising	\$1,100.00		For competition and people's choice awards
613020	Trade Publication placement	\$650.00		asla.org; competitions.org; archdaily.com; others
	Website Design, Hosting, Maint	\$18,000.00		In-kind: Not including design; See Project file for specifications
613020	Competition Publication (entries)	\$500.00		Coordination; Create on BLURB for purchase?
	Other Competition Expenses			
	Total Competition Expenses	\$105,730.00		
	Administrative Expenses			
	Personnel Expenses			
663070	Project Management & Support Staff	\$76,000.00		In-kind - County: Dina Blaes & Beth Graham
639025	Graphic Design	\$20,000.00		See Project file for specifications
663040	GIS Services	\$3,500.00		In-kind - County: IS team
663020	Media Relations	\$2,500.00		In-kind - County: Comms Team
607040	Facilities Teams (SLCo, SSL, WVC)	\$10,000.00		In-kind - County: labor & materials for exhibit fabrication if needed
663030	Legal Fees	\$600.00		In-kind - County: Zach Shaw; Releases, Indemnification, Use Rights agreements
639036	Registration Transaction Fees	\$225.00		Credit Card Transaction Fees (3%)
615055	Volunteer Incentives	\$175.00		Food & drinks
613005	Printing/Copies	\$65.00		Committee Meetings
	Other Administrative Fees			
	Total Administrative Fees	\$113,065.00		
	Other Expenses	\$1,305.00		Contingency
	TOTAL EXPENSES	\$220,100.00		