

15.4

## REQUEST FOR BUDGET ADJUSTMENT

### Executive Summary

<b>Reference No:</b> 363000YE03 <b>Requesting Organization:</b> 36300000 PARKS <b>Budget Adjust Type(s):</b> FTE/Position Reclass	<b>For Fiscal Year:</b> 2017 <b>Date of Request:</b> 4-Oct-17 <b>One Time Change (Y or N):</b> N <b>If No, next year's impact:</b> \$13,387 <b>Net FTE Change:</b> 0.00
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#### Description and Justification:



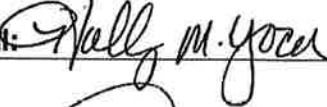


Reclassification of Vacant Custodial Positions: Parks & Recreation has developed a restructure of the custodial program in order to more effectively address the needs of the division. Human Resources has reviewed the restructure plan, and Parks & Recreation has begun to implement it. One aspect of the restructure is reclassification of existing FTEs, which will occur as vacancies permit. Parks & Recreation now requests the reclassification of one vacant Lead Custodian Maintenance Worker position to Building Operations Manager position.

### Fund Impact

SUMMARY OF FUND IMPACT BY FUND	
FUND:	110 GENERAL FUND
Fund Impact (Budgetary)	(\$2,231)
Fund Impact (Transfers)	\$0
<b>TOTAL FUND IMPACT</b>	<b>(\$2,231)</b>

SUMMARY OF CNTY FUNDING IMPACT BY DEPT				
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
3630002900 DIVISION ADMINISTRATION	0	2,231	0	2,231
<b>TOTALS</b>	<b>0</b>	<b>2,231</b>	<b>0</b>	<b>2,231</b>

### Approvals

Division Director: 	Date: 10.4.17
Dept. or Elected Fiscal Mgr: 	Date: 10.11.17
Dept. Dir. or Elected Official: 	Date: 10.11.17
Facilities Division Director: (Capital Projects Only)	Date: _____
Chief Financial Officer: 	Date: 10-11-17
Mayor or Designee:  Approve	Date: 10-11-17
Council Action: _____ Approve	Date: _____

## Budget Adjustment Detail

**Budget Year:** 2017      **\* Requesting Department:** 36300000 PARKS  
**Budget Period:** Post June Year-End      **\* Req Item No:** 363000YE03      **\* Adjustment Title:** Reclassification of Vacant Custodial Positions  
**Adjustment Type(s):** FTE/Position Reclass

**Expense Budget String(s):** This adjustment involves a reclass; while the next year's financial impact may be presented, no actual budget adjustment is required.

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	030	3630002900	601030	PK140		1,205
110	030	3630002900	603005	PK140		92
110	030	3630002900	603025	PK140		180
110	030	3630002900	603045	PK140		214
110	030	3630002900	603050	PK140		540
<b>TOTAL EXPENDITURE CHANGE:</b>						<b>\$2,231</b>

**Revenue Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
<b>TOTAL REVENUE CHANGE:</b>						<b>\$0</b>

**Balance Sheet String(s):** ☐ Bal sheet strings only required for Proprietary Fund adjustments; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL SHT	
		BAL SHT	
		BAL SHT	
<b>TOTAL BALANCE SHEET CHANGE:</b>			<b>\$0</b>

\* **One Time Change (Y or N):** N      **No. of New FTEs:** 0.00 (2)  
**If No, next year's impact:** \$13,387      **No. of New Time Limited FTEs:** 0.00 (2)  
    **No. of Transferred FTEs:** 0.00 (2)  
    **No. of Other FTEs:** 0.00 (2)

**Fund Balance Transfers:**

From Fund	From Dept ID	To Fund	To Dept ID	Amount

**Description and justification: (Attach additional pages as needed.)\***

Parks & Recreation has developed a restructure of the custodial program in order to more effectively address the needs of the division. Human Resources has reviewed the restructure plan, and Parks & Recreation has begun to implement it. One aspect of the restructure is reclassification of existing FTEs, which will occur as vacancies permit. Parks & Recreation now requests the reclassification of one vacant Lead Custodian Maintenance Worker position to Building Operations Manager position.

(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.

## Position Management Information

**INSTRUCTIONS:** Complete one section for each position. To facilitate efficient execution of HR actions, please complete ALL fields as requested. TO fields are required for all position actions while FROM fields only need to be entered for position transfers. Print pages for completed sections and attach to the budget adjustment form.

Position 1		
Position Number (For changes to existing positions)	4297	
Existing/Proposed Job Start Date	11/1/2017	
Existing/Proposed Job Code	577 TO 524	
Existing/Proposed Job Title	Lead Custodial Maintenance Worker to Building Operations Manager	
Position Type: Full-Time (FT), Part-Time (PT)	FT	
Time Limited? Yes / No	No	
If Time Limited, expected expiration date		
Location Code (four digit number)	1214	
Fund	To: 110	From: 110
PS/BRASS Sub Department Id	To: 3630001300	From: 3630001300
Reports To Position Number		
Reports To Job Title		
FTE (Example: .50 / .75 / 1.0)	To: 1	From: -1
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))	R	

Position 2		
Position Number (For changes to existing positions)		
Existing/Proposed Job Start Date		
Existing/Proposed Job Code		
Existing/Proposed Job Title		
Position Type: Full-Time (FT), Part-Time (PT)		
Time Limited? Yes / No		
If Time Limited, expected expiration date		
Location Code (four digit number)		
Fund	To:	From:
PS/BRASS Sub Department Id	To:	From:
Reports To Position Number		
Reports To Job Title		
FTE (Example: .50 / .75 / 1.0)	To:	From:
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))		

Position 3		
Position Number (For changes to existing positions)		
Existing/Proposed Job Start Date		
Existing/Proposed Job Code		
Existing/Proposed Job Title		
Position Type: Full-Time (FT), Part-Time (PT)		
Time Limited? Yes / No		
If Time Limited, expected expiration date		
Location Code (four digit number)		
Fund	To:	From:
PS/BRASS Sub Department Id	To:	From:
Reports To Position Number		
Reports To Job Title		
FTE (Example: .50 / .75 / 1.0)	To:	From:
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))		

Total No. of New FTEs:	0
Total No. of New Time Limited FTEs:	0
Total No. of Transferred FTEs:	0
Total No. of Other Actions:	0

(a) Totals will transfer to the "Adj Request" tab's FTE section.

2017																	
Position	SAL	TAX	401K	ADD	BASE	DEN	INS	LTD	RET								
Current 4297	27,813	2,128	A	4,951	1	37	2	701	4	13,776	Y	134	A	4,147	Total		
	27,813	2,128		4,951		37		701		13,776		134		4,147	53,686		
Proposed 4297	35,040	2,681	A	6,237	Y	9	1	37	3	1,056	5	16,620	Y	168	A	5,224	Total
	35,040	2,681		6,237		9		37		1,056		16,620		168		5,224	67,072
TOTAL DIFF	7,227	553		1,286		9				355		2,844		35		1,078	13,387
Filled 1/6 yr	1,205	92		214		2		59		474		6		180		2,231	

539 (rounding)  
plus  
540 ✓

## General Structure

Grade	Minimum		Midpoints		Maximum	
	Hourly Rate	Annual Rate	Hourly Rate	Annual Rate	Hourly Rate	Annual Rate
7	\$ 10.38	\$ 21,600.00	\$ 12.98	\$ 27,000.00	\$ 15.58	\$ 32,400.00
8	\$ 11.04	\$ 22,960.00	\$ 13.80	\$ 28,700.00	\$ 16.56	\$ 34,440.00
9	\$ 11.81	\$ 24,560.00	\$ 14.76	\$ 30,700.00	\$ 17.71	\$ 36,840.00
10	\$ 12.81	\$ 26,640.00	\$ 16.01	\$ 33,300.00	\$ 19.21	\$ 39,960.00
11	\$ 14.00	\$ 29,120.00	\$ 17.50	\$ 36,400.00	\$ 21.00	\$ 43,680.00
12	\$ 15.46	\$ 32,160.00	\$ 19.33	\$ 40,200.00	\$ 23.19	\$ 48,240.00
13	\$ 17.46	\$ 36,320.00	\$ 21.83	\$ 45,400.00	\$ 26.19	\$ 54,480.00
14	\$ 20.27	\$ 42,160.00	\$ 25.34	\$ 52,700.00	\$ 30.40	\$ 63,240.00
15	\$ 23.65	\$ 49,200.00	\$ 29.57	\$ 61,500.00	\$ 35.48	\$ 73,800.00
16	\$ 27.73	\$ 57,680.00	\$ 34.66	\$ 72,100.00	\$ 41.60	\$ 86,520.00
17	\$ 32.62	\$ 67,840.00	\$ 40.77	\$ 84,800.00	\$ 48.92	\$ 101,760.00
18	\$ 40.42	\$ 84,080.00	\$ 50.53	\$ 105,100.00	\$ 60.63	\$ 126,120.00
19	\$ 43.00	\$ 89,440.00	\$ 53.75	\$ 111,800.00	\$ 64.50	\$ 134,160.00
20	\$ 46.15	\$ 96,000.00	\$ 57.69	\$ 120,000.00	\$ 69.23	\$ 144,000.00

## Trades/Technical Structure

Grade	Minimum		Midpoints		Maximum	
	Hourly Rate	Annual Rate	Hourly Rate	Annual Rate	Hourly Rate	Annual Rate
9	\$ 14.04	\$ 29,200.00	\$ 17.55	\$ 36,500.00	\$ 21.06	\$ 43,800.00
10	\$ 15.31	\$ 31,840.00	\$ 19.13	\$ 39,800.00	\$ 22.96	\$ 47,760.00
11	\$ 16.85	\$ 35,040.00	\$ 21.06	\$ 43,800.00	\$ 25.27	\$ 52,560.00
12	\$ 18.65	\$ 38,800.00	\$ 23.32	\$ 48,500.00	\$ 27.98	\$ 58,200.00
13	\$ 20.38	\$ 42,400.00	\$ 25.48	\$ 53,000.00	\$ 30.58	\$ 63,600.00
14	\$ 23.35	\$ 48,560.00	\$ 29.18	\$ 60,700.00	\$ 35.02	\$ 72,840.00
15	\$ 26.85	\$ 55,840.00	\$ 33.56	\$ 69,800.00	\$ 40.27	\$ 83,760.00
16	\$ 31.12	\$ 64,720.00	\$ 38.89	\$ 80,900.00	\$ 46.67	\$ 97,080.00
17	\$ 36.23	\$ 75,360.00	\$ 45.29	\$ 94,200.00	\$ 54.35	\$ 113,040.00
18	\$ 42.31	\$ 88,000.00	\$ 52.88	\$ 110,000.00	\$ 63.46	\$ 132,000.00
19	\$ 44.23	\$ 92,000.00	\$ 55.29	\$ 115,000.00	\$ 66.35	\$ 138,000.00
20	\$ 46.15	\$ 96,000.00	\$ 57.69	\$ 120,000.00	\$ 69.23	\$ 144,000.00

Effective January 16, 2017

## CONDENSED POSITION DESCRIPTION QUESTIONNAIRE (CPDQ)

CLASSIFICATION REQUEST	
<i>Please complete this form, review with department/division personnel, obtain any necessary approvals as outlined in the Council and HR Requirements Matrix, and forward to your HR consultant. In addition, please include your division's most recent Organization Chart.</i>	
This request is for a: <span style="border: 1px solid black; padding: 2px;">Reorganization / Restructure</span>	
Department Name: <span style="border: 1px solid black; padding: 2px;">Community Services</span>	Position Number: <span style="border: 1px solid black; padding: 2px;">4297</span>
Division Name: <span style="border: 1px solid black; padding: 2px;">Parks &amp; Recreation</span>	Division Number: <span style="border: 1px solid black; padding: 2px;">3630/3640</span>
Information Regarding Vacant Existing Allocation	
Current Job Title/Grade: <span style="border: 1px solid black; padding: 2px;">Lead Custodial Maintenance Worker/9</span>	Job Code: <span style="border: 1px solid black; padding: 2px;">557</span>
New Existing Title/Grade: <span style="border: 1px solid black; padding: 2px;">Building Operations Manager/11</span>	

Agency Budget Impact:
<input type="checkbox"/> 1) There <u>is no</u> budget increase to this year or subsequent year's budgets resulting from this position classification change. Please provide an explanation below:
<input checked="" type="checkbox"/> 2) There <u>is</u> an increase to this year or subsequent year's budgets. Below is a summary of the budget impact: \$2,231 2017 impact, \$13,387 2018 and ongoing. Salary savings from vacancies will cover difference.
<input type="checkbox"/> 3) The budget impact for this classification change is unknown at this time.


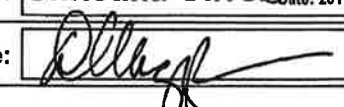
**Business Justification:** Please provide a brief summary of the organization need or business justification for this position classification request.

Parks & Recreation has developed a restructure of the custodial program in order to more effectively address the needs of the division. Human Resources has reviewed the restructure plan, and Parks & Recreation has begun to implement it. One aspect of the restructure is reclassification of existing FTEs, which will occur as vacancies permit. Parks & Recreation now requests the reclassification of one vacant Lead Custodian Maintenance Worker position to Building Operations Manager position.

This process will continue until 15 Lead Custodial Worker positions have been reclassified as Building Operation Managers - this reclassification request is the 7th.

**Department/Division Approval Signatures**

By providing approval and electronically signing below, this certifies that processing this classification action does not have a negative impact on the current year's personnel budget. Any budgetary impact has already been addressed and approved by the Council, as needed.

<b>Elected Official or Department Director</b>	Approved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Signature:  10.11.17
<b>Division Director/ Administrator</b>	Approved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Signature: <b>Christina Oliver</b> <small>Digitally signed by Christina Oliver Date: 2017.10.04 12:58:23 -06'00'</small>
<b>Immediate Supervisor</b>	Approved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Signature:  10.04.17
<b>Immediate Supervisor's Title:</b> <u>Associate Division Director</u>		
<b>E-Mail:</b> <u>dabegglen@slco.org</u>		<b>Phone Number:</b> <u>385.468.1810</u>

**HR Consultant Contact Information**

Consultant	E-Mail	Phone
Debbie Wine	<a href="mailto:dwine@slco.org">dwine@slco.org</a>	(385) 468-0574
Tracy Byington	<a href="mailto:tbyington@slco.org">tbyington@slco.org</a>	(385) 468-0588
Martinha Penrod	<a href="mailto:mpenrod@slco.org">mpenrod@slco.org</a>	(385) 468-0592
Terry Fortner	<a href="mailto:tfortner@slco.org">tfortner@slco.org</a>	(385) 468-0591



## Salt Lake County Job Description

### Building Operations Manager

**DEPARTMENT:** Community Services

**DIVISION:** Recreation/3640

**JOB CODE:** 524 **GRADE:** 011

**FLSA STATUS:** Non-Exempt

**SALARY PLAN:** TRD

**EFFECTIVE DATE:** 03/21/2011

**SAFETY SENSITIVE:** No

#### **JOB SUMMARY**

Manages and performs all building operations, safety, maintenance functions, and repair of ice or aquatic facilities.

#### **MINIMUM QUALIFICATIONS**

Four (4) years of closely related experience; OR an equivalent combination of education and experience.

A valid Driver's License issued by the State of Utah may be required to operate a vehicle.

Attainment of the following certifications within six (6) months of start date:

First aid, CPR, and AED certification

Emergency Ammonia Response Team certification

Certified Ice Technician (CIT) or equivalent (for ice facilities)

Aquatics Facility Operator (AFO) or Certified Pool Operator (CPO) (for aquatic facilities)

#### **ESSENTIAL FUNCTIONS**

*The following duties and responsibilities are intended to be representative of the work performed by the incumbent(s) in this position and are not all-inclusive. The omission of specific duties and responsibilities will not preclude it from the position.*

*Applicants must be prepared to demonstrate the ability to perform the essential functions of the job with or without a reasonable accommodation.*

- Establishes and implements an inspection, repair, and maintenance program to ensure equipment, systems, and fixtures are functional and safe.
- Develops and implements standard operating procedures for the installation and removal of ice skating sheets. Maintains the ice sheets' thickness, level, and surface quality.
- Supervises staff, which includes hiring, orienting, training, assigning and reviewing work performance, annual work performance appraisals, and discipline.
- Recognizes facility safety hazards, reports unsafe or potentially hazardous conditions, and takes appropriate action.
- Implements, monitors, and inventories control system for tools, replacement parts, and facility supplies.
- Ensures the storage and proper handling of all related chemicals and supplies.
- Plans, organizes, and implements a facility Emergency Ammonia Response Plan (EARP).
- Inspects and monitors facility security systems, including fire, ammonia, and security sensors, exterior/interior locks, building keys, and security codes.
- Monitors dressing room areas for cleanliness, damages, safety, and security issues. Assists custodial staff as needed.





## PARKS & RECREATION

## Salt Lake County Parks & Recreation - Recreation Section Organization C

**Martin Jensen**

Division Director

**Darian Abegglen**

Associate Division Director

<b>Gene Fullmer</b> RM Brad Pitcher OC Alyssa Downard PC Mike Goolsby PC Penny Catanzaro PC Liz Lujan AC Kathy Olsen AC Rob Bridge	<b>Magna</b> RM Jan Donchess OC Brittny Russell CC Amber Milne PC Ricardo Aguayo CS Jon-Marc Munz CA Stacey Dastrup CT Samantha McGaughey	<b>Holladay Lions</b> RM Tracey Gines OC Vacant PC John Tateoka PC Cameron Barenbrugge PC Ashley Lyons AC Chris Buckley AC Raelene Josephson	<b>SMCC &amp; Unity</b> RM Brandy Hess PM Gina Tua'one AC Tim Romney OC Emily Martinson PC Sharee McBraun CS Teresa Potter	<b>Central City</b> RM Karl White PC Tanla Moe PC Sunni Hobbs-McKinney EHS Berkeley Lang EHS Isabel Guandique (EHS supervised by MAC)	<b>Copperville</b> RM Greyson Re OC Suzanne Ri PC Bryce Rypl PC Jen Carpen EHS Autumn St EHS Carol Huns (EHS supervi
<b>Sports Office</b> RM Amella Watts OC Tyson Kisselburg PM Angel Kent PM John Elswood PM Josh Olmstead PC Sam Zacharich	<b>Fairmont</b> RM Bess Thompson PM Tracey Perks AC Jessica Nalder	<b>Redwood</b> RM Jennifer Leitner CC Phillip Eddings PC Sandy Garcia PC Ruth McGovern	<b>Taylorsville</b> RM Ron Butterfield OC Charlotte Walton CC Morgan Stacey PC Ryan Roghaar PC Heather Wolchik	<b>Employee Fitness Center</b> PC Ann Bradshaw	<b>Northwest</b> RM Will Koche PM Staci Hemil OC Wendy Rer CS Kathy LeCl CA Tammy Schl CT Racheal Ba PC Tevita Valn PC Meghan Pe AC Josh Reuss AC Brett Steac

### LEGEND

- RM Recreation Manager
- PM Program Manager
- OC Office Coordinator
- PC Program Coordinator
- AC Aquatics Coordinator
- CS Childcare Supervisor
- CT Childcare Group Leader
- OM Building Operations Manager
- CA Childcare Program Specialist
- EHS Early Head Start
- CC Combo Coordinator - 2 or more areas (aquatics & sports)

\_\_\_\_\_

	<b>Millcreek Community</b> RM Shawn Lavender OC Susan Carhart PC Kellen Jensen PC Ben Larsen	<b>Acord</b> RM Tiffany King CC Ian Jacobsen PC Chris Billiter OM Josh Pitt	<b>Marv Jensen</b> RM Shaun Perilli OC Cheri Brown PC Megan Zollinger PC Melissa Wood PC Jason Kehr AC Ryan Thierbach	<b>Kearns</b> RM Dave Young OC Monica Lamprecht PC Jeff Pace PC Bryce Hall CS Terrie Wachter CA Becky Perea CT Destani Almelda CT Britney Lovato	<b>County Ice</b> RM John Barenbrugge OC Tyson Kisseburg PC Daryl Bacon PC Alan Canfield OM Jimmy Standing
AC					
	<b>SLC Sports Complex</b> RM Clark Littleton PM Katelyn Chambers OC John Davis PC Jeff Johnson PC Shannon Schmidt AC Jesse Gambrell AC Matt Tuttle OM Mark Massler OM Ryan Barenbrugge	<b>Dimple Dell</b> RM Eliza Schofield OC Levi Lewis PC Taylor Abegglen PC Lesley Shaw PC Allie Barr AC Morgan Smith AC Jacob Peterson	<b>Millcreek Activity Center</b> RM Katie Obray CS Pat Laforett CT Kelly McCormick  CS Linda Smith EHS/CV Autumn Stens EHS/CV Carol Hunsaker EHS/CC Berkeley Lang EHS/CC Isabel Guandique EHS/SSL Beatriz Engle EHS/SSL Emilee Lang	<b>JL Sorenson</b> RM Ron Preece PM ShaNae White OC Mary Weinle PC Robynn Peterson PC Mindy Bltner PC Justine Muhlestein PC Angela Smith AC Brittanny Taylor AC Cassidy Ramsey	

15.5

## REQUEST FOR SL COUNTY BUDGET ADJUSTMENT

### Executive Summary

Reference No: 107099YE04	For Fiscal Year: 2017
Requesting Organization: 10709900 PARKS AND REC CAP	Date of Request: 6-Oct-17
Budget Adjust Type(s): Existing Capital Project	Ongoing (Y or N): N
	If Yes, next year's impact: \$0
	Net FTE Change: 0.00

#### Description and Justification:

Kearns Oquirrh Park Improvement Scope Change: In 2017 Salt Lake County, the Utah Athletic Foundation, and Oquirrh Recreation and Parks District entered into a Memorandum of Understanding, Salt Lake County Contract 0000001453, to build a new multi-use athlete training center, public fitness, and public meeting and event center. The Contract outlines the partnership formed and the financial commitments of each and includes reference to an additional \$1,000,000 being sought by Salt Lake County for exterior site improvements. Salt Lake County Parks and Recreation Division is recommending, and the Kearns Oquirrh Park Fitness Center has requested, that the approved funding scope be modified for use in the aforementioned project. This scope change is simply changing the funding from the skate park parking lot improvements to improvements to parking, sidewalks, and interior road improvements to better suit the needs of the park due to construction of a new interconnect building

### Fund Impact



#### SUMMARY OF FUND IMPACT BY FUND

FUND:	181 TRCC TOURISM REC CULTRL CONVEN 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
TOTALS	0	0	0	0

### Approvals

Division Director: 	Date: 10.6.17
Dept. or Elected Fiscal Mgr: 	Date: 10.11.17
Dept. Dir. or Elected Official: 	Date: _____
Facilities Division Director: (Capital Projects Only) 	Date: _____
Chief Financial Officer: 	Date: 10-11-17
Mayor or Designee: 	Date: 10-11-17
Council Action: _____	Date: _____





# Kearns Oquirrh Park Fitness Center

June 20, 2017

Salt Lake County Council Members and  
Mayor Ben McAdams  
2001 South State Street  
Salt Lake City, UT 84190

Dear Salt Lake County Council and Mayor McAdams,

On behalf of the Oquirrh Recreation and Parks District's Board of Trustees (the 'District') we would like to request that Salt Lake County modify the scope of the \$572,065.00 in TRCC funding approved in the 2017 Salt Lake County Budget to expand the skate park parking lot in Oquirrh Park to allow for construction of other park elements.

Over the past few years the District, the Olympic Oval and Salt Lake County (the 'Parties') have worked together to craft a new campus master plan (the 'Campus') for the properties owned, and leased, by the Parties. The newly designed Campus amenities have been altered from their original scope to better provide a seamless community gathering area with interlinking walking paths, play structures and multipurpose fields. The Campus parking arrangement has changed accordingly and the scope of limiting the use of the approved funding for skate park parking lot expansion only is not in the best interest of the Campus plan. The funding however is still greatly needed for successful construction of the envisioned Campus.

We therefore humbly request that the scope of the funding be altered for use to allow for the construction of various park amenities that will ensure forward movement of the Campus plan.

Sincerely,

Jeff Perry, Chair  
Oquirrh Recreation and  
Parks District

Cc: Salt Lake County Parks and Recreation  
Oquirrh Recreation and Parks District Board of Trustees

5621 South 4800 West • Kearns, Utah 84118  
801.966.5555 • 801.966.3670 FAX  
Oquirrh Recreation and Parks District

WINNER  
BEST OF STATE



SALT LAKE COUNTY, UTAH

RESOLUTION NO. 5166

January 31, 2017

**A RESOLUTION OF THE COUNTY COUNCIL OF SALT LAKE COUNTY  
APPROVING AND AUTHORIZING EXECUTION OF A MEMORANDUM  
OF UNDERSTANDING, COUNTY ACCESS AND USE AGREEMENT,  
AND TRCC CONTRIBUTION AGREEMENT IN RELATION TO THE  
FINANCING, CONSTRUCTION, AND USE OF THE UTAH OLYMPIC  
OVAL INTERCONNECT FACILITY**

**RECITALS**

A. Salt Lake County (the "County") is a county existing pursuant to Article XI, Section 1 of the Utah Constitution. The Utah Athletic Foundation dba Utah Olympic Legacy Foundation (the "UOLF") is a charitable organization meeting the requirements of Section 501(c)(3) of the Internal Revenue Code and is classified as a "public charity" by the Internal Revenue Service. The Oquirrh Recreation and Parks District (the "District") is a political subdivision of the State of Utah and operates the Kearns Oquirrh Park Fitness Center (KOPFC).

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 2016, UOLF requested \$4 million of TRCC Funds from the County to help finance the construction of a multi-use athlete training, public fitness, and meeting and conference center building adjacent to the Utah Olympic Oval and the KOPFC (the "Interconnect Facility"). The Interconnect Facility will be set up as a commercial condominium project and will be jointly owned by the District and UOLF, and used in part by the County, to further the objectives of the District, UOLF, and the County. Design and construction of the Interconnect Facility will be overseen by a three member Construction Oversight Board ("COB"), comprised of one representative from UOLF, one representative from the District, and one representative from the County. During construction, it is anticipated the UOLF will be the contracting party with the architect and general contractor on behalf of the UOLF and the District. In return for the County's financial contribution toward the Interconnect Facility, the UOLF and the District will grant the County a license to use certain space within the building at certain times for a period of no less than thirty (30) years, which license may be subsequently sublicensed or assigned or the Kearns Metro Township as determined by the County.

D. The County, UOLF, and the District now desire to enter into the Memorandum of Understanding attached hereto as **ATTACHMENT A** and the County Access and Use Agreement attached to the Memorandum of Understanding as Exhibit "C." Additionally, the

County and UOLF now desire to enter into the TRCC Contribution Agreement attached to the Memorandum of Understanding as Exhibit "D." The County Council believes that its contribution to UOLF under the TRCC Contribution Agreement in relation to the Interconnect Facility will contribute to the prosperity, peace, order, comfort, and convenience of Salt Lake County residents.

E. Furthermore, since County and the District are "public agencies" as defined by the Utah Interlocal Cooperation Act, Utah Code Ann. §§ 11-13-101 et seq. (the "Cooperation Act"), the County and the District acknowledge that the provisions of the Cooperation Act apply to the Memorandum of Understanding and the County Access and Use Agreement as between the County and the District. As such, the County and the District intend to follow the provisions of the Cooperation Act in the review, adoption, execution and retention of such agreements, as indicated in the agreements.

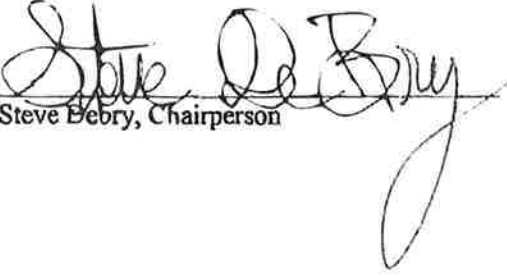
### RESOLUTION

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

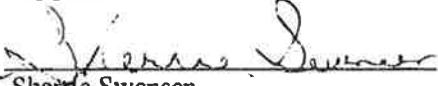
1. That the Memorandum of Understanding between the County, UOLF, and the District is approved in substantially the form attached hereto as **ATTACHMENT A**, and that the Salt Lake County Mayor or his authorized designee is authorized to execute the same.
2. That the County Access and Use Agreement between the County, UOLF, and the District is approved, in substantially form attached to the Memorandum of Understanding as Exhibit "C," and that the Salt Lake County Mayor or his authorized designee is authorized to execute the same.
3. That the TRCC Contribution Agreement between the County and UOLF is approved, in substantially the form attached to the Memorandum of Understanding as Exhibit "D," and that the Salt Lake County Mayor or his authorized designee is authorized to execute the same.
4. That the Memorandum of Understanding, County Access and Use Agreement, and TRCC Contribution Agreement will become effective as stated in each agreement.

*[The balance of this page was left blank intentionally – Signature page follows]*

**APPROVED AND ADOPTED** in Salt Lake City, Salt Lake County, Utah, this 31  
day of January, 2017.

  
Steve DeBry, Chairperson

ATTEST:

  
Sherrie Swensen  
Salt Lake County Clerk

Voting:

Council Member Bradley  
Council Member Bradshaw  
Council Member Burdick  
Council Member DeBry  
Council Member Granato  
Council Member Jensen  
Council Member Newton  
Council Member Snelgrove  
Council Member Wilson

"Aye"  
"Aye"  
Absent  
"Aye"  
"Aye"  
"Aye"  
"Aye"  
"Aye"  
"Aye"

APPROVED AS TO FORM:  
Digitally signed by  
Stephen Barnes  
Date: 2017.01.30  
10:55:13 -07'00'

Deputy District Attorney



**ATTACHMENT A**

**Memorandum of Understanding between the County, UOLF, and the District**

**(The County Access and Use Agreement is attached to the Memorandum of Understanding as Exhibit "C" and the TRCC Contribution Agreement is attached to the Memorandum of Understanding as Exhibit "D")**

**MEMORANDUM OF UNDERSTANDING**

THIS AGREEMENT is made and entered into as of the 6<sup>th</sup> day of February, 2017, by and between the UTAH ATHLETIC FOUNDATION dba "Utah Olympic Legacy Foundation" ("UOLF"), OQUIRRH RECREATION AND PARKS DISTRICT, a political subdivision of the State of Utah (the "District"), and SALT LAKE COUNTY, a body politic and corporate pursuant to the laws of the State of Utah (the "County"), each a "Party" and collectively the "Parties" herein.

**Recitals**

A. UOLF currently leases and operates the Utah Olympic Oval Facility (the "Oval") pursuant to a "Temporary Lease Agreement (Utah Olympic Oval)" between the District as "Landlord" and UOLF as "Tenant", dated as of July 1, 2008 (the "Temporary Lease"), and subject to certain surviving terms of a "Speed Skating Oval Agreement" dated as of August 1, 1993 (the "Oval Agreement").

B. The District, UOLF and the County desire to facilitate the development and construction of a multi-use athlete training, public fitness, and public meeting and event building, including meeting rooms (the "Interconnect Facility") adjacent to the Oval and the District's existing Fitness Center, to be established as a "commercial condominium project" as defined in the Condominium Ownership Act, Utah Code Ann. § 57-8-1, et seq., with the condominium units to be owned by the District and UOLF, and used in part by the County, to further the objectives of the District, UOLF and the County. The County desires to assist Kearns Metro Township (the "Township"), which will come into existence in January 2017, in obtaining the right to use certain office meeting space in the Interconnect Facility as provided herein.

C. The Parties have obtained funding commitments from governmental and community sources, and are willing to commit funds as set forth herein, which are in the aggregate sufficient to develop and construct the Interconnect Facility.

D. UOLF, the District and the County desire to proceed expeditiously to cooperate in the development and construction of the Interconnect Facility, and UOLF and the District desire to enter into a long term lease of the Oval, on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the foregoing Recitals and the mutual covenants set forth herein, the Parties agree as follows:

1. **Long Term Lease of Oval.** Concurrently with commencement of construction of the Interconnect Facility as set forth below, the District will enter into a long term lease in ordinary and customary form of the Oval to UOLF, or to its designated affiliate or wholly owned and controlled subsidiary, provided that if the lease is to an affiliate or subsidiary of UOLF, UOLF shall fully guarantee performance of the obligations of such affiliate or subsidiary, which lease shall incorporate the following terms and conditions.

<b>Term:</b>	thirty (30) years, with two (2) twenty (20) year renewal options;
<b>Rent:</b>	annual rent of \$15.00 per year;
<b>Premises:</b>	the leased premises to include the Oval. The land on which the solar power facilities are located, and the parking areas, shall be subject to long term leases, easements or irrevocable licenses, consistent with UOLF's long term interests in the Oval and the Interconnect Facility as described below;
<b>Operating Expenses:</b>	UOLF to pay all utilities, maintenance, repairs, and other costs of operation of the Oval on a "triple net" basis consistent with paragraph 4 of the Temporary Lease;
<b>Capital Expenses:</b>	UOLF to pay all Capital Expenses related to maintaining, repairing and improving the Oval. At the expiration of the Term of the Oval lease as it may be extended, or upon earlier termination, and in the event the District elects not to continue operation of the Oval, the parties agree to cooperate in jointly seeking and applying for state funds to effect repurposing of the Oval, which repurposing shall be at the District's option. The parties also agree to cooperate in jointly seeking and applying for state funds in the event that during the term of the Oval lease, the Oval requires replacement of major capital items, such as the roof, generators, HVAC systems, etc.
<b>Use by District Patrons:</b>	Members of the public residing within the District, or purchasers of a use pass from the District will be provided with benefits as stated in paragraph 3 of the Temporary Lease.
<b>Other Terms:</b>	Lease terms, including insurance and indemnity to be generally consistent with those now set forth in the Temporary Lease, including shared use of certain parking facilities serving the Oval located on District property.

2. **Development of Interconnect Facility.** UOLF has at its expense engaged GSBS Architects to provide a preliminary plan and design, and to provide cost estimates for the construction of the Interconnect Facility. Based on the architect's current concept plan and cost estimates, UOLF anticipates the need to reduce the project scope to fit within a total project budget of \$11,400,000.

A. ***Description of Interconnect Facility.*** The building comprising the Interconnect Facility shall be a two-story approximately 35,000 square foot, more or less,

condominiumized multi-use building (the "Building"). Approximately 36.0% of the space in the Building will be owned by the District as a commercial condominium unit and used for expansion of the Fitness Center operated by the District (the "District Unit"); approximately 17.4% of the space in the building consisting of the meeting spaces designated on the "Floor Plans" described below and dedicated office space (which the County anticipates it will assign to the Township for use by the Township, and its affiliated community councils), shall be jointly owned by the District and UOLF as a commercial condominium unit (the "Joint Unit"), and operated pursuant to a "Joint Operating Plan" between the District and UOLF (the "Joint Operating Plan") and which will be subject to an access license or use agreement executed by the District and UOLF in favor of the County, in form acceptable to the County (including anticipated use for the Township public meetings, its affiliated community councils, and other official community events, which shall be in addition to the anticipated Township's right to use the dedicated office space), as provided below (the "County Use Agreement"); and the remaining approximately 46.6% of space in the Building will be owned by UOLF as a commercial condominium unit (the "UOLF Unit"), and leased to and used as offices by the United States Speedskating Association ("USS"), and otherwise used as determined by UOLF, which uses are anticipated to include office space, a sports medicine clinic, an Olympic skating display or museum, and other uses as determined by UOLF. The "Common Areas" in the Building will be appurtenant to the commercial condominium units, with the District and UOLF each owning an undivided interest in the Common Areas equivalent to their respective percentage ownerships in the commercial condominium units. The ownership of the commercial condominium units in the Building and contemplated and conceptual uses of the space within the Interconnect Facility are depicted in the "Floor Plans" on Exhibit "A" attached hereto. The Joint Operating Plan is attached as Exhibit "B" hereto.

B. *Cost of Interconnect Facility.* The estimated \$11,400,000 total project cost of the Interconnect Facility will be paid from financial contributions as follows:

Salt Lake County	\$ 4,000,000
State of Utah (via UOLF)	\$ 3,000,000
District	\$ 2,200,000
UOLF	\$ 1,200,000
USS (via UOLF)	<u>\$ 1,000,000</u>
	\$11,400,000

The Parties anticipate that the construction contract for the Interconnect Facility will be a "guaranteed maximum price" or "GMP" contract. To the extent feasible and legally permissible, the funds to construct the Interconnect Facility will be contributed and escrowed in a segregated account under the following schedule: \$3,000,000 State of Utah Funds (via UOLF) by no later than December 31, 2016; \$4,000,000 SL County TRCC funds by February 28, 2017; \$2,200,000 District funds by September 1, 2017, and \$2,200,000 UOLF & USS funds (via UOLF) by December 1, 2017.

In addition to the County's contribution of TRCC funds toward construction of the Interconnect Facility as set forth above, it is anticipated that the County, subject to appropriate

County approvals, will commit an additional \$1,000,000 contribution from other County sources towards exterior site improvements that affect the immediate surroundings of the Interconnect Facility and that create a public space for the general public that reasonably connects the Building to the County's "Oquirrh Park". These additional site improvements are linked to a broader Oquirrh Athletic Park Campus plan being developed by the County with participation from other parties including the District and UOLF.

C. *Ownership of Facility.* The Interconnect Facility will be constructed on property currently owned by the District (the "Interconnect Ground"). The District will enter into an unsubordinated, long term (50 year) ground lease of the Interconnect Ground to UOLF for \$15.00 per year (the "Ground Lease"), with two options to extend the term for twenty five (25) years each, and containing such terms as are ordinary and customary, including the reversion of the improvements to the District upon expiration of the Ground Lease. The District and UOLF will enter into a condominium record of survey map with respect to the Interconnect Facility to be constructed on the Interconnect Ground, depicting the District Unit, the Joint Unit, the UOLF Unit, and the Common Areas, and which provides that the Interconnect Ground will be used for the condominiumized building comprising the Interconnect Facility so long as the Ground Lease is in effect. The Interconnect Facility will be considered a "leasehold condominium", as that term is defined in the Utah Condominium Ownership Act, Utah Code Ann. § 57-8-1, *et seq.*, such that the UOLF's ownership in the UOLF Unit and the Joint Unit, and leasehold interest in the Interconnect Ground will expire naturally upon the termination of the Ground Lease, at which time all ownership interests in the Interconnect Ground and the Interconnect Facility revert back to the District. The District and UOLF will enter into a condominium declaration in ordinary and customary form, with respect to the Interconnect Facility. The condominium declaration will contain such cross-easement, access, common-wall, common area and other mutual rights as are ordinary and typical in a condominiumized commercial building, and which will allow for a seamless look and feel at the Interconnect Facility, subject to the District's membership and use restrictions applicable to the District Unit, UOLF's lease to USS, other leases to a potential sports medicine provider, the County's access license or use agreement, and other leases, use agreements, or arrangements related to the UOLF Unit.

D. *Construction of Interconnect Facility.* Design and construction of the Interconnect Facility will be overseen by a three member Construction Oversight Board ("COB"), comprised of one representative from UOLF, one representative from the District, and one representative from the County. The board member appointed by UOLF will act as a chair of the COB, and will oversee administrative issues related to the COB. UOLF has hired a third-party "owner representative" to interact with the architects and contractors on behalf of the COB, to oversee actual construction, and to regularly report to the COB on design and construction progress and issues which arise with respect to construction of the Interconnect Facility. More particularly, UOLF has pursuant to an RFQ process, with the approval of the District and the County, hired Millcreek Consulting (Steve Brown) as "owner representative" to represent the interests of all Parties to this Agreement in the construction of the Interconnect Facility. The terms of the written contract with Millcreek Consulting are subject to review and approval of the COB, which approval shall not be unreasonably withheld, qualified, conditioned or delayed by any board member. UOLF will be the "contracting party" with the architect and general

contractor on behalf of UOLF and the District for the Interconnect Facility, subject to any applicable legal restrictions. Upon completion of construction of the Interconnect Facility, the COB will become the Interconnect Facility Oversight Board (the "FOB"). The board member appointed by UOLF will serve as the initial chair of the FOB, to serve an initial term of one (1) year. Thereafter, the chair of the FOB will rotate annually between a designee of the District and a designee of UOLF on January 1<sup>st</sup> of each year.

If the architect and general contractor for the Interconnect Building are not willing to contract with UOLF, or if it is either not legal or not feasible for UOLF to be the contracting party, UOLF and the District will jointly act as the contracting parties, subject to any applicable legal restrictions including, but not limited to, legal procedures applicable to the procurement of construction services, equipment, and other materials, supplies and services. In such event, the District being a governmental entity, it may be necessary to secure construction, goods and services by following requirements of the Utah Procurement Code (which is applicable to the District) found in Title 63G, Chapter 6a of the Utah Code.

E. *Operation of Interconnect Facility.* The District will exclusively possess and control the operation, maintenance and repair of that portion of the space in the Interconnect Facility which it owns. UOLF will exclusively possess and control the operation, leasing, scheduling, reservations, maintenance and repair of the space in the Interconnect Facility which UOLF owns. With respect to the Joint Unit, including the public meeting and event space for which the County will have use rights as set forth below, leasing, scheduling and reservations shall be facilitated through UOLF's and the District's respective group event and meeting staffs as described in the Joint Operating Plan attached as Exhibit "B". The District and UOLF will provide meeting space within the Joint Unit to the County as requested, and on a space available basis, up to 20 hours per month for a total of 240 hours per year, for County or following an assignment by the County, for the Township purposes, without charge, as agreed upon by the County, the District and UOLF in an ongoing access license or use agreement in favor of the County, in the form attached as Exhibit "C" hereto (the "County Use Agreement"). Any such use of the meeting space in the Joint Unit by the County (or the Township following assignment) is in addition to its right to use the dedicated office space within the Joint Unit. The parties acknowledge, however, that if the Township fails to accept an assignment or sublicense of the County's right to use the dedicated office space and/or the meeting and event space within the Joint Unit, then the right to use the dedicated office space and all 20 hours of monthly use of the meeting and event space will still be allocated to the County. The Parties agree to review the County's and the Township's and its affiliated community council's actual use of the meeting space, and anticipated future use of the meeting space, on an annual basis. In the event that the County's and/or the Township's and its affiliated community council's use of meeting space within the Joint Unit exceeds 240 hours per year, the County and/or the Township and its affiliated community council's, as appropriate, will reimburse the District and UOLF for the equitable portion of the operating expenses attributable to such use in excess of 240 hours for such year, which amount will be determined by the County, and District and UOLF. The District and UOLF shall each be responsible to pay ongoing operating, maintenance and repair costs attributable to that portion of the Interconnect Facility which each owns and operates. Except as otherwise expressly provided herein, operating, maintenance and repair costs of the Joint Unit will be shared equally between the District and UOLF, and the ownership interests in the Joint

Unit will be owned equally (on a 50/50 basis) by the District and UOLF. The District and UOLF will also share pro-rata, in proportion to their respective condominium ownership interest in the Building comprising the Interconnect Facility, the ongoing operating, maintenance and repair costs of any Common Areas, common elements, and shared utilities and service systems in the Interconnect Facility (e.g., lobbies, elevators, shared restrooms, landscaping, etc.). UOLF and the District may seek equitable reimbursement of a portion of such costs from third parties utilizing portions of the Interconnect Facility, except that UOLF and the District will not seek reimbursement for County or the Township and its affiliated community council's use of the Joint Unit unless such meeting space use exceeds 240 hours per year, or involves greater than normal set up, clean up, or janitorial costs. The use by the County (and upon assignment, the Township's and its affiliated community council's use) of the dedicated office space in the Joint Unit shall not count toward the 240 hours of use per year.

F. *Sharing of Revenues and Expenses of Joint Unit.* Notwithstanding the District's and UOLF's joint ownership of the Joint Unit, the Parties agree that certain revenues and expenses will be shared in the following manner:

i. In the event that the District is the procuring cause of a third party rental of the meeting space in the Joint Unit, on a space available basis, the District shall be entitled to receive and retain all net rental revenues received from such third party rental, after payment of any janitorial, employee, or other expense related thereto and incurred as a result of such third party rental. Any third party rental engagement shall be subject to the master schedule as provided in the Joint Operating Agreement. Similarly, UOLF shall be entitled to retain all net rental revenues from third party rentals as to which it is the procuring cause after payment of any janitorial, employee or other expense related thereto and incurred as a result of such third party rental. All third party rentals shall be subject to all rules and regulations established by the District and UOLF for use of meeting space by third parties.

ii. The District shall retain all income received from lease rental or operation of the District Unit, and pay all expenses related to the District Unit. UOLF shall retain all income received from lease, rental or operation of the UOLF Unit, and pay all expenses related to the UOLF Unit.

iii. The County Use Agreement shall provide that the County will agree to consider a potential contribution to the cost of maintenance, repair and replacement of capital items, consistent with the level of its use of the Interconnect Facility.

G. *Implementation of Agreement.* Upon execution of this Agreement, the COB, through the Owners Representative, may authorize the architect to prepare detailed construction drawings based on the preliminary concept, designs and drawings and a necessary value engineering exercise. It is contemplated that the COB through the Owners Representative would act swiftly to select a construction manager / general contractor ("CMGC") within 60 days

of execution of this Agreement, and target commencement of construction by April 15, 2017, or as soon thereafter as is practicable.

H. *County and UOLF to enter into TRCC Contribution Agreement and County, District and UOLF to enter into County Use Agreement.* The County and UOLF agree to enter into the TRCC Contribution Agreement attached hereto as Exhibit "D", and the County, District and UOLF agree to enter into the County Use Agreement in the form of Exhibit "C" hereto. Notwithstanding anything to the contrary, the Parties agree that the County will have no obligation to contribute funds toward construction of the Interconnect Facility unless and until the County and UOLF enter into the TRCC Contribution Agreement and the County, District and UOLF enter into the County Use Agreement and the District and UOLF have entered into a long term ground lease for the Interconnect Ground, and a long term facility lease of the Oval, as set forth above.

I. *Interlocal Cooperation Act.* As the County and the District are governmental entities in the State of Utah, and in satisfaction of the requirements of the Interlocal Cooperation Act, Utah Code Ann. § 11-13-101 et seq. (the "Cooperation Act"), the following provisions apply to the Agreement as between the County and the District:

i. This Agreement shall be authorized by a resolution of the legislative body or board of trustees, respectively, of the County and the District pursuant to and in accordance with the provisions of Section 11-13-202.5 of the Cooperation Act.

ii. This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of the County and the District pursuant to and in accordance with the Section 11-13-202.5 of the Cooperation Act.

iii. A duly executed original counterpart of this Agreement shall be filed immediately with the keepers of records of the County and the District pursuant to Section 11-13-209 of the Cooperation Act.

iv. The Chair of the District and the Mayor of the County are hereby designated as the administrators for all purposes of the Cooperation Act, pursuant to Section 11-13-207 of the Cooperation Act and, to the extent necessary, voting will be based upon one vote per Party, pursuant to Section 11-13-206(1)(g).

v. This Agreement does not create a separate interlocal entity and no joint budget will be established or maintained. Additionally, no real or personal property will be acquired, held or disposed of or used in the joint or cooperative undertaking, except as otherwise expressly described herein.

vi. This Agreement shall stay in effect until the all other agreements contemplated by this Agreement have been executed, or until the Parties mutually



agree in writing to terminate this Agreement or a portion thereof, but in no event shall the term of this Agreement exceed 50 years.

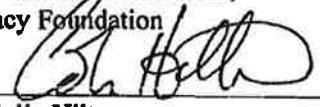
J. *Future Agreements.* This Agreement is binding upon the Parties as set forth herein. The Parties agree to negotiate in good faith and agree upon such other and further agreements which are contemplated by this Agreement and necessary to effectuate the intent of this Agreement, in accordance with and consistent with the terms and conditions set forth herein, and such other terms as shall be ordinary, customary or legally required for such contemplated additional agreements.

EXECUTED as of the date first written above.

"UOLF"

Utah Athletic Foundation, dba Utah Olympic  
Legacy Foundation

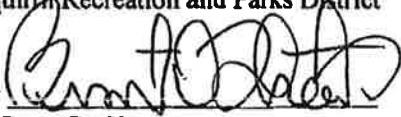
By

  
Colin Hilton  
Chief Executive Officer

"District"

Oquirrh Recreation and Parks District

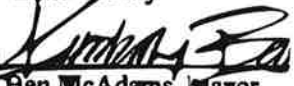
By

  
Brent D. Sheets  
Executive Director

"County"

Salt Lake County

By

  
Ben McAdams, Mayor

Approved as to form:

  
Attorney for the District

Approved as to form:



Digitally signed by Stephen  
Barnes  
Date: 2017.02.01 15:28:37  
-07'00

Deputy District Attorney

15.6

## REQUEST FOR BUDGET ADJUSTMENT

### Executive Summary

<b>Reference No:</b> 363000YE04	<b>For Fiscal Year:</b> 2017
<b>Requesting Organization:</b> 36300000 PARKS	<b>Date of Request:</b> 4-Oct-17
<b>Budget Adjust Type(s):</b> FTE/Position Reclass	<b>One Time Change (Y or N):</b> N
	<b>If No, next year's impact:</b> \$2,870
	<b>Net FTE Change:</b> 0.00

#### Description and Justification:

Reclassification of Vacant Farmer Position: Parks & Recreation has many facilities and venues, each with its own web presence, and 95% of customer transactions are handled online. The Division requests a reclassification of a vacant farmer position as a public relations coordinator position. This public relations coordinator will generate, facilitate, and monitor online and digital presence through social media, website content, email, mobile applications, and video content in support of strategic marketing and communications plans.

### Fund Impact

SUMMARY OF FUND IMPACT BY FUND				
<b>FUND:</b>	<b>110 GENERAL FUND</b>			
<b>Fund Impact (Budgetary)</b>		\$0		
<b>Fund Impact (Transfers)</b>		\$0		
<b>TOTAL FUND IMPACT</b>		\$0		
SUMMARY OF CNTY FUNDING IMPACT BY DEPT				
<b>DEPT</b>	<b>REVENUE</b>	<b>EXPENSE</b>	<b>BAL SHEET</b>	<b>CNTY FUNDING</b>
3630000000 PARKS DIVISION ADMINISTRATION	0	(479)	0	(479)
3630004000 WHEELER HISTORIC FARM	0	479	0	479
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

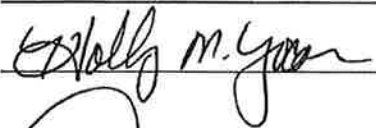
### Approvals

Division Director: 

Date: 10.4.17

Dept. or Elected Fiscal Mgr: 

Date: 10.11.17

Dept. Dir. or Elected Official: 

Date: 10.11.17

Facilities Division Director:  
(Capital Projects Only) 

Date: \_\_\_\_\_

Chief Financial Officer: 

Date: 10-11-17

Mayor or Designee: 

Date: 10-11-17

Council Action: \_\_\_\_\_

Date: \_\_\_\_\_

Approve

## Budget Adjustment Detail

**Budget Year:** 2017      **\* Requesting Department:** 36300000 PARKS  
**Budget Period:** Post June Year-End      **\* Req Item No:** 363000YE04      **\* Adjustment Title:** Reclassification of Vacant Farmer Position  
**Adjustment Type(s):** FTE/Position Reclass

**Expense Budget String(s):** This adjustment involves a reclass; while the next year's financial impact may be presented, no actual budget adjustment is required.

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	030	3630004000	601030	PK140		(40)
110	030	3630004000	603005	PK140		(3)
110	030	3630004000	603025	PK140		(6)
110	030	3630004000	603045	PK140		(7)
110	030	3630004000	603050	PK140		535
110	030	3630000000	601050			(479)
<b>TOTAL EXPENDITURE CHANGE:</b>						<b>\$0</b>

**Revenue Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
<b>TOTAL REVENUE CHANGE:</b>						<b>\$0</b>

**Balance Sheet/Fund Unrestriction String(s):**

☐ Bal sheet strings only required for Proprietary Fund adjustments or fund unrestricted; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL. SHT or 499999	
		BAL. SHT or 499999	
		BAL. SHT or 499999	
<b>TOTAL BALANCE SHEET CHANGE:</b>			<b>\$0</b>

\* One Time Change (Y or N): N  
 If No, next year's impact: \$2,870

No. of New FTEs: 0.00 (2)  
 No. of New Time Limited FTEs: 0.00 (2)  
 No. of Transferred FTEs: 0.00 (2)  
 No. of Other FTEs: 0.00 (2)

**Fund Balance Transfers:**

From Fund	From Dept ID	To Fund	To Dept ID	Amount

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

Parks & Recreation has many facilities and venues, each with its own web presence, and 95% of customer transactions are handled online. The Division requests a reclassification of a vacant farmer position as a public relations coordinator position. This public relations coordinator will generate, facilitate, and monitor online and digital presence through social media, website content, email, mobile applications, and video content in support of strategic marketing and communications plans.

(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.

## Position Management Information

**INSTRUCTIONS:** Complete one section for each position. To facilitate efficient execution of HR actions, please complete ALL fields as requested. TO fields are required for all position actions while FROM fields only need to be entered for position transfers. Print pages for completed sections and attach to the budget adjustment form.

Position 1			
Position Number (For changes to existing positions)		4296	
Existing/Proposed Job Start Date		10/20/2017	
Existing/Proposed Job Code		531 / 280	
Existing/Proposed Job Title		Historic Farmer TRD 13 / PR Coordinator GEN 14	
Position Type: Full-Time (FT), Part-Time (PT)		FT	
Time Limited? Yes / No		No	
If Time Limited, expected expiration date			
Location Code (four digit number)		1211	
Fund	To: 110	From: 110	
PS/BRASS Sub Department Id	To: 3630002900	From: 3630004000	
Reports To Position Number	4288		
Reports To Job Title	Communications & PR Mgr		
FTE (Example: .50 / .75 / 1.0)	To: 1	From: -1	
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))		R	

Position 2			
Position Number (For changes to existing positions)			
Existing/Proposed Job Start Date			
Existing/Proposed Job Code			
Existing/Proposed Job Title			
Position Type: Full-Time (FT), Part-Time (PT)			
Time Limited? Yes / No			
If Time Limited, expected expiration date			
Location Code (four digit number)			
Fund	To:	From:	
PS/BRASS Sub Department Id	To:	From:	
Reports To Position Number			
Reports To Job Title			
FTE (Example: .50 / .75 / 1.0)	To:	From:	
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			

Position 3			
Position Number (For changes to existing positions)			
Existing/Proposed Job Start Date			
Existing/Proposed Job Code			
Existing/Proposed Job Title			
Position Type: Full-Time (FT), Part-Time (PT)			
Time Limited? Yes / No			
If Time Limited, expected expiration date			
Location Code (four digit number)			
Fund	To:	From:	
PS/BRASS Sub Department Id	To:	From:	
Reports To Position Number			
Reports To Job Title			
FTE (Example: .50 / .75 / 1.0)	To:	From:	
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			

Total No. of New FTEs:	0
Total No. of New Time Limited FTEs:	0
Total No. of Transferred FTEs:	0
Total No. of Other Actions:	0

(a) Totals will transfer to the "Adj Request" tab's FTE section.

## POSITION DESCRIPTION QUESTIONNAIRE (PDQ)

### CLASSIFICATION REQUEST

*Please complete the PDQ, review with all incumbents and department/division personnel, make any and all changes needed to ensure an accurate representation of the position, obtain any necessary approvals as outlined in the Council and HR Requirements Matrix, and forward to your consultant. In addition, please include copies of both the incumbent's résumé and your division's most recent Organization Chart.*

This request is for a: Reclassification

Department Name: Community Services

Position Number: 4296

Division Name: Parks and Recreation

Incumbent Name: \_\_\_\_\_

Division Number: 3630

Incumbent EIN: \_\_\_\_\_

### Information Regarding New or Current Allocation

Current Job Title/Grade: Historic Farmer/TRD 13

Job Code: 531

Recommended Title/Grade: PR Coordinator/14

**If known, list any comparable position(s)/grade(s) that currently exist within Salt Lake County:**

Position highly comparable to PR Coordinator (Job Code 280). Please modify degrees preferred to Communications, Public Relations, English, Humanities or related. See attached.

### Agency Budget Impact

☐ 1) There is no budget increase to this or subsequent year's budgets resulting from this position classification change. Please provide an explanation below:

☒ 2) There is an increase to this or subsequent year's budgets. Below is a summary of the budget impact:

Current TRD 13 Minimum = \$42,400

Proposed GEN 14 minimum = \$42,160

☐ 3) The budget impact for this classification change is unknown at this time.

**Business justification:** Please provide a brief summary of the organization need or business justification for this position classification request.

Parks and Recreation has many facilities and venues each with its own web presence. This makes the demand for high-quality web content extremely high. And as the division has grown and developed its social media capacity, it's need to coordinate and generate marketing content has also grown. Furthermore, 95% of our customer transactions are handled online, so making sure that our online interface is accurate, efficient and effective is key to our organization's success.

**Position Summary:** Provide a brief description (maximum of 3-4 sentences) that summarizes the overall purpose or objective of this position.

Generate, facilitate and monitor online and digital presence through social media, website content, email, mobile applications, and video content in support of strategic marketing and communications plans for Salt Lake County Parks and Recreation (75%) and Zoo, Arts and Parks (25%).

**Essential Functions:** Describe the duties and responsibilities that, if not performed, the position would not exist. Arrange these functions in order of importance (most important functions listed first) or in the sequential manner in which the duties are performed. Estimate the average percentage of time spent on each function, totaling 100%.

Essential Functions	% of Time
Assists with writing, editing, designing, and producing marketing and promotional materials, including digital content, blogs, print, video and digital photography collateral.	20%
Manages website and mobile application content ensuring SEO and keyword use under the direction of the Communications & PR Manager.	20%
Manages Division social media to engage audiences and ensure that brand messages are consistent with Division positioning under the direction of the Communications & PR Manager.	30%
Collects and prepares timely and accurate information for data management, presentations, and/or meetings as assigned including social media metrics.	5%
Analyze, evaluate and consider new digital media platforms for future growth opportunities.	5%
Research and inform administration of digital media promotional opportunities.	5%
Insures that division-wide marketing activities adhere to Division design standards.	15%

**Type of Supervision Received:** Which of the following best describes the level of supervision regularly provided to this position? Check the most applicable:

<input checked="" type="checkbox"/>	Initially, the employee is given specific instructions on how assignments are to be completed and the sequence of work steps to be employed. Once the employee becomes more experienced, the employee carries out recurring assignments without specific instructions and refers unfamiliar situations to supervisor for assistance. Work is reviewed on a regular basis.
<input type="checkbox"/>	The employee determines own work sequence within the limits of established policy, practices and procedures. Work is evaluated periodically and upon completion.
<input type="checkbox"/>	The employee determines own work methods and solves problems utilizing technical/specialized knowledge and/or experience resulting in minimal supervision while work is in progress. The supervisor only intercedes and provides direction for new or unusual problems which involve deviations from normal policies, procedures and work methods.
<input type="checkbox"/>	The employee operates under broad administrative direction and is given responsibility for independently planning, designing and carrying out programs, projects and studies in accordance with broad policy statements and/or legal requirements. The employee keeps the supervisor apprised of progress.

**Budgetary Responsibility and/or Budgetary Impact:**

Does the employee: Prepare a budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Administer a budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If so, what is the dollar amount of the budget that is prepared and/or administered by the employee?			
If not, describe how the essential functions may impact the department/division's budget:			
The FTE's direct supervisor will work with the PR Coordinator to plan activities around the program's budget.			

**Minimum Requirements:** List the amount and type of education and/or years of experience required to perform the work at the entry level. Also list any licenses, certifications, etc., *required* (at minimum) for this position.

Bachelor's degree from an accredited college or university in Communications, Public Relations, English, Humanities, Journalism, Marketing or other closely related field, plus two (2) years of directly related experience; OR an equivalent combination of education and experience. Experience in recreation, lifestyle, or health marketing a plus.

**Knowledge, Skills and Abilities (KSAs) Required:** Describe the things that the employee needs to know at entry level for this position (knowledge) and the things the employee needs to be able to do (skills and abilities). If a link cannot be made between a KSA and an essential function, do not include it in this section.

Social media strategy and management  
 Clear writing and editing  
 Digital Photography and Video  
 Interpersonal communication techniques  
 Basic principles of graphic design, printing, and advertising ☐ Strong analytical skills and data-driven thinking. ☐ Hands on experience with website analytics tools (e.g., Google Analytics) a plus

**Working Conditions and Physical Requirements:** List the working conditions (ex: exposure to unusual elements, such as extreme temperatures) and physical requirements (ex: requires heavy physical work, such as lifting, pushing, or pulling objects up to 50 pounds, walking, bending, etc.) that are essential to perform this job.

Standard office environment. Some field work.

**Additional Comments:** Provide any additional information that would help us to better understand this position.

**Incumbent Certifies the Position Description is an Accurate Reflection of Duties**

*(Have all incumbents sign below, then forward the approved PDQ to your HR Consultant. Incumbents may wish to print a copy for their records.)*

By signing below, I certify that I have read and have received a copy of the above position description and agree that it is a fair representation of the expected/current essential functions of the position with Salt Lake County.

I agree with the above position description. ☐

I disagree with the above position description. ☐

Signature: \_\_\_\_\_

**INCUMBENT AND SUPERVISOR NOTES**

*(Attach additional/supporting documents as needed)*

**Department/Division Approval Signatures**

By providing approval and electronically signing below, this certifies that the PDQ is a fair representation of the expected/current essential functions of the position, and that any budgetary impact has been addressed.

<b>Elected Official or Department Director</b>	Approved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Signature: <u>KB</u>
<b>Division Director/ Administrator</b>	Approved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Signature: <u>C</u>
<b>Immediate Supervisor</b>	Approved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Signature: <u>CA</u>
<b>Immediate Supervisor's Title:</b> _____		
<b>E-Mail:</b> _____		<b>Phone Number:</b> _____



<b>HR Consultant Contact Information</b>		
<b>Consultant</b>	<b>E-Mail</b>	<b>Phone</b>
Debbie Wine	<a href="mailto:dwine@slco.org">dwine@slco.org</a>	(385) 468-0574
Tracy Byington	<a href="mailto:tbyington@slco.org">tbyington@slco.org</a>	(385) 468-0577
Martinha Penrod	<a href="mailto:mpenrod@slco.org">mpenrod@slco.org</a>	(385) 468-0592
Terry Fortner	<a href="mailto:tfortner@slco.org">tfortner@slco.org</a>	(385) 468-0591



## Salt Lake County Job Description

### Public Relations Coordinator

**DEPARTMENT:** County-wide

**JOB CODE:** 280 **GRADE:** 14

**SAFETY SENSITIVE:** No

**DIVISION:**

**FLSA STATUS:** Non-Exempt

**EFFECTIVE DATE:** 12/11/2015

#### **JOB SUMMARY**

Provides Division-wide public and media relations by promoting services, resources, and special events for the Division. Coordinates internal and external communications and promotes the Division's services, resources, and special events.

#### **MINIMUM QUALIFICATIONS**

Bachelor's degree from an accredited college or university in Communications, Public Relations, English, Humanities, Journalism, News Media Broadcasting, or other closely related field plus one (1) year of related experience; OR an equivalent combination of education and experience.

Due to the nature of this position, the successful applicant must pass a required background investigation.

#### **ESSENTIAL FUNCTIONS**

*The following duties and responsibilities are intended to be representative of the work performed by the incumbent(s) in this position and are not all-inclusive. The omission of specific duties and responsibilities will not preclude it from the position.*

*Applicants must be prepared to demonstrate the ability to perform the essential functions of the job with or without a reasonable accommodation.*

- ~~Represents the Division in media relations.~~
- Creates, coordinates, and distributes internal and external communications and publications.
- Participates in public relations committees, projects, and events.
- Coordinates logistics and media outreach for special publicity events.
- Fields media and community inquiries about the Division and coordinates media interview.
- Develops partnerships with community organizations.
- Tracks all media for the Division and serves as the Division social media coordinator.
- Prepares, edits, and distributes the Division newsletter.
- Writes articles, prepares photographs, and lays out the newsletter.
- Coordinates internal communications efforts using email, Web, and other methodologies.
- Collects and prepares information for presentations and/or meetings.
- Coordinates information and partnerships with County and Division communications teams.
- Monitors and curates Divisions brand identity and logo.

## **KNOWLEDGE, SKILLS AND ABILITIES (KSA)**

### **Knowledge of:**

- Local and national information and media resources and outlets
- Marketing, public relations, and publicity techniques
- Local and national information resources
- Graphic design and graphic format
- Project management
- Desktop publishing and printing methodologies
- Current social media outlets
- Journalism concepts and techniques
- Public and media relations techniques and methodologies
- Technical writing and editing
- Interpersonal communication techniques

### **Skills and Abilities to:**

- Listen and understand information and ideas as presented verbally and in writing
- Research hard-copy and electronic information
- Use/operate computers, computer software, and modern office equipment related to job-specific duties
- Communicate effectively, both orally and in writing
- Write and edit articles
- Adapt to a rapidly changing environment
- Work in a team setting and also independently
- Plan, organize, and prioritize work assignments
- Manage multiple projects
- Analyze statistical data and prepare reports
- Meet deadlines

## **WORKING CONDITIONS AND PHYSICAL REQUIREMENTS**

In order to perform this job, must be able to listen, speak, write, walk, sit, stand, lift, and bend down. Work duties are typically performed in a professional office environment.

## **IMPORTANT INFORMATION REGARDING THIS POSITION**

Revised Date/Consultant's Initials: 12/11/2015 MP

2017													
Position	SAL	TAX	401K	ADD	BASE	DEN	INS	LTD	RET				
Current 4296	42,400	3,244	A	7,547	I	37	1	701	2	13,776	Y	204	A
	42,400	3,244		7,547		37		701		13,776		204	
Proposed 4296	42,160	3,225	A	7,504	Y	9	I	37	3	1,056	5	16,620	Y
	42,160	3,225		7,504		9		37		1,056		16,620	
TOTAL DIFF	(240)	(18)		(43)	9	-		355		2,844		(1)	(36)
Filled 1/6 yr	(40)	(3)		(7)	2			59		474		(0)	(6)
													478

15.7

## REQUEST FOR BUDGET ADJUSTMENT

### Executive Summary

Reference No: 450000YE06	For Fiscal Year: 2017	
Requesting Organization: 45000000 TOWNSHIP ENGINEER	Date of Request: 4-Oct-17	
Budget Adjust Type(s): New Revenue and Expenditure	One Time Change (Y or N): Y	
	If No, next year's impact: \$0	
	Net FTE Change: 0.00	

#### Description and Justification:

Wasatch Blvd Irrigation System: This budget adjustment is to transfer funds from Parks to Public Works Engineering. Public Works Engineering will be managing the Wasatch Blvd Irrigation System project instead of Parks. This is a budget neutral adjustment.

### Fund Impact

#### SUMMARY OF FUND IMPACT BY FUND

FUND:	110 GENERAL FUND	735 PUBLIC WORKS FUND
Fund Impact (Budgetary)	\$0	\$0
Fund Impact (Transfers)	\$0	\$0
TOTAL FUND IMPACT	\$0	\$0

#### SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
3630002600 PARKS ADMINISTRATION	(20,000)	(20,000)	0	0
4500000200 PW-PROJECT MANAGEMENT AND DESIGN	20,000	20,000	0	0
TOTALS	0	0	0	0

### Approvals

Division Director: Kuole Morones

Date: 10/6/2017

Dept. or Elected Fiscal Mgr: [Signature]

Date: 10-10-17

Dept. Dir. or Elected Official: [Signature]

Date: 11 Oct 2017

Facilities Division Director:  
(Capital Projects Only) [Signature]

Date: \_\_\_\_\_

Chief Financial Officer: [Signature]

Date: 10-11-17

Approve [Signature]

Mayor or Designee: [Signature]

Date: 10-11-17

Approve

Council Action: \_\_\_\_\_

Date: \_\_\_\_\_

Approve

Budget Adjustment Detail									
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**Budget Year:** 2017      **\* Requesting Department:** 45000000 TOWNSHIP ENGINEERING SERVICES

**Budget Period:** Post June Year-End ▾ \* **Req Item No:** 450000YE06 ▾ \* **Adjustment Title:** Wasatch Blvd Irrigation System

Adjustment Type(s): New Revenue and Expenditure

**Expense Budget String(s):**

[illegible]

<b>TOTAL EXPENDITURE CHANGE:</b>	<b>\$0</b>
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**Revenue Budget String(s):**[illegible]

<b>TOTAL REVENUE CHANGE:</b>	<b>\$0</b>
------------------------------	------------

**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
		BAL_SHT or 499999	
		BAL_SHT or 499999	
		BAL_SHT or 499999	

<b>TOTAL BALANCE SHEET CHANGE:</b>	<b>\$0</b>
------------------------------------	------------

\* **One Time Change (Y or N):** Y  
**If No, next year's impact:** \_\_\_\_\_

No. of New FTEs:	0.00	(2)
No. of New Time Limited FTEs:	0.00	(2)
No. of Transferred FTEs:	0.00	(2)
No. of Other FTEs:	0.00	(2)

**Fund Balance Transfers:**[illegible]

**Description and justification: (Attach additional pages as needed.)\***

This budget adjustment is to transfer funds from Parks to Public Works Engineering. Public Works Engineering will be managing the Wasatch Blvd Irrigation System project instead of Parks. This is a budget neutral adjustment.

*(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.*

Salt Lake County  
Listing of Obligations vs. Budget For Capital Projects  
For Budget Fiscal Year 2016  
As of 12/31/2016

Percent of Year Expired: 100.00%

Fund: 230 Municipal Service District Fnd  
Rollup Dept: 230-050-560000000 Municipal Services Capital Imp  
Project: PAR15\_WBLV01 Wasatch Blvd Irrigation System

Account	Description	Current Period	YTD Expense	Pre- Encumbrance	Encumbrance	Total Obligations	Budget	Available Budget	Percent Used	Prior Year
<b>Project: PAR15_WBLV01 Wasatch Blvd Irrigation System</b>										
<b>Expenditures</b>										
673020	Improvment Other Than Buildings	0.00	0.00	0.00	0.00	0.00	20,000	20,000.00	0.0%	0.00
<b>Total for Expenditures</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,000</b>	<b>20,000.00</b>	<b>0.0%</b>	<b>0.00</b>
<b>Total for PAR15_WBLV01</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,000</b>	<b>20,000.00</b>	<b>0.0%</b>	<b>0.00</b>

15.8

## REQUEST FOR BUDGET ADJUSTMENT

### Executive Summary

Reference No: 460000YE03	For Fiscal Year: 2017	
Requesting Organization: 46000000 FLOOD CONTROL ENG	Date of Request: 6-Oct-17	
Budget Adjust Type(s): New Revenue and Expenditure	One Time Change (Y or N): Y	
	If No, next year's impact: \$0	
	Net FTE Change: 0.00	

#### Description and Justification:

Fiscal Service from FCE for PWE : In 2017, \$178,000 was approved as an ongoing request for Public Works Engineering (PWE) to reimburse Flood Control Engineering (FCE) for Admin/Fiscal/GIS services performed by Flood Control staff. During 2017, the Fiscal Coordinator position was unfilled in PWE due to budget constraints. As a result, FCE has provided an additional \$54,000 in fiscal services to PWE in 2017 and needs to be reimbursed. The increase in expense to the PWE budget will be covered by revenue from the GSLMSD.

### Fund Impact

#### SUMMARY OF FUND IMPACT BY FUND

FUND:	250 FLOOD CONTROL FUND	735 PUBLIC WORKS FUND
Fund Impact (Budgetary)	\$54,000	\$0
Fund Impact (Transfers)	\$0	\$0
<b>TOTAL FUND IMPACT</b>	<b>\$54,000</b>	<b>\$0</b>

#### SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
4500000100 PUBLIC WORKS ENGINEERING ADMIN	54,000	54,000	0	0
46000000100 FLOOD CONTROL ENGINEERING ADMN	54,000	0	0	(54,000)
<b>TOTALS</b>	<b>108,000</b>	<b>54,000</b>	<b>0</b>	<b>(54,000)</b>

### Approvals

Division Director:

*Kadi M...*

Date: 10/6/2017

Dept. or Elected Fiscal Mgr:

*[Signature]*

Date: 10-10-17

Dept. Dir. or Elected Official:

*[Signature]*

Date: 11 Oct + 2017

Facilities Division Director:  
(Capital Projects Only)

*[Signature]*

Date:

Chief Financial Officer:

*[Signature]*

Date: 10-11-17

Mayor or Designee:

*[Signature]*  
Approve

Date: 10-11-17

Council Action:

Approve

Date:



## Budget Adjustment Detail

Budget Year: 2017 \* Requesting Department: 46000000 FLOOD CONTROL ENGINEERING

Budget Period: Post June Year-End \* Req Item No: 460000YE03 \* Adjustment Title: Fiscal Service from FCE for PWE

Adjustment Type(s): New Revenue and Expenditure

### Expense Budget String(s):

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
735	040	4500000100	693020			\$4,000
TOTAL EXPENDITURE CHANGE:						\$54,000

### Revenue Budget String(s):

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
250	040	4600000100	431160			\$4,000
735	040	4500000100	423405			\$4,000
TOTAL REVENUE CHANGE:						\$108,000

### Balance Sheet/Fund Unrestriction String(s):

☐ Bal sheet strings only required for Proprietary Fund adjustments or fund unrestricted; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL_SHT or 499999	
		BAL_SHT or 499999	
		BAL_SHT or 499999	
TOTAL BALANCE SHEET CHANGE:			\$0

\* One Time Change (Y or N): Y  
If No, next year's impact:  

No. of New FTEs: 0.00 (2)  
No. of New Time Limited FTEs: 0.00 (2)  
No. of Transferred FTEs: 0.00 (2)  
No. of Other FTEs: 0.00 (2)

### Fund Balance Transfers:

From Fund	From Dept ID	To Fund	To Dept ID	Amount

### Description and justification: (Attach additional pages as needed.)\*

In 2017, \$178,000 was approved as an ongoing request for Public Works Engineering (PWE) to reimburse Flood Control Engineering (FCE) for Admin/Fiscal/GIS services performed by Flood Control staff. During 2017, the Fiscal Coordinator position was unfilled in PWE due to budget constraints. As a result, FCE has provided an additional \$54,000 in fiscal services to PWE in 2017 and needs to be reimbursed. The increase in expense to the PWE budget will be covered by revenue from the GSLMSD.

(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.

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## REQUEST FOR BUDGET ADJUSTMENT

Executive Summary			
Reference No: 460000YE02		For Fiscal Year: <b>2017</b>	
Requesting Organization: 46000000 FLOOD CONTROL ENG		Date of Request: 6-Oct-17	
Budget Adjust Type(s): Technical		One Time Change (Y or N): <b>Y</b>	
		If No, next year's impact: <b>\$0</b>	
		Net FTE Change: <b>0.00</b>	
<b>Description and Justification:</b>			
<p>Equipment Purchase Gauging, Flood Control Crew: This budget adjustment is to transfer \$76,500 from account 629010, Maintenance of Streams to the following accounts: Small equipment, Account 615035, \$31,500; Machinery and Equipment, Account 679020, \$25,000; Vehicle Replacement Charges, Account 619045, \$20,000. The transfer will allow for the purchase of 1) Transmitters for the Gauging Program. The existing transmitters are outdated and need to be replaced in order to receive accurate and real-time streamflow and precipitation data from the existing gauges. It is critical that the transmitters work properly in order to monitor real-time data and estimate future stream flow peaks, especially during the spring snow melt. See attachment for additional explanation.</p>			

### Fund Impact

SUMMARY OF FUND IMPACT BY FUND	
FUND:	250 FLOOD CONTROL FUND
Fund Impact (Budgetary)	\$0
Fund Impact (Transfers)	\$0
<b>TOTAL FUND IMPACT</b>	<b>\$0</b>

SUMMARY OF CNTY FUNDING IMPACT BY DEPT				
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
4600000500 FC-GAGING	0	56,500	0	56,500
4600000600 FC-DRAINAGE OPERATIONS MAINT.	0	(56,500)	0	(56,500)
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Approvals	
Division Director:	Date: <u>10/6/2017</u>
Dept. or Elected Fiscal Mgr:	Date: <u>10-10-17</u>
Dept. Dir. or Elected Official:	Date: <u>11 Oct 2017</u>
Facilities Division Director: (Capital Projects Only)	Date: _____
Chief Financial Officer:	Date: <u>10-11-17</u>
Mayor or Designee:	Date: <u>10-11-17</u>
<div style="display: flex; justify-content: center; align-items: center;"> <div style="margin-right: 10px;">Approve</div> <div style="border-top: 1px solid black; width: 150px;"></div> </div>	Date: _____
Council Action: _____	Date: _____
<div style="display: flex; justify-content: center; align-items: center;"> <div style="margin-right: 10px;">Approve</div> <div style="border-top: 1px solid black; width: 150px;"></div> </div>	

## Budget Adjustment Detail

**Budget Year:** 2017      **\* Requesting Department:** 46000000 FLOOD CONTROL ENGINEERING  
**Budget Period:** Post June Year-End      **\* Req Item No:** 460000YE02      **\* Adjustment Title:** Equipment Purchase Gauging, Flood Control Crew  
**Adjustment Type(s):** Technical

**Expense Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
250	040	4600000600	629010			(76,500)
250	040	4600000500	615035			31,500
250	040	4600000500	679020			25,000
250	040	4600000600	619045			20,000
<b>TOTAL EXPENDITURE CHANGE:</b>						<b>\$0</b>

**Revenue Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
<b>TOTAL REVENUE CHANGE:</b>						<b>\$0</b>

**Balance Sheet/Fund Unrestriction String(s):**

☐ Bal sheet strings only required for Proprietary Fund adjustments or fund unrestricted; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL SHT or 499999	
		BAL SHT or 499999	
		BAL SHT or 499999	
<b>TOTAL BALANCE SHEET CHANGE:</b>			<b>\$0</b>

\* One Time Change (Y or N): Y  
 If No, next year's impact:

No. of New FTEs: 0.00 (2)  
 No. of New Time Limited FTEs: 0.00 (2)  
 No. of Transferred FTEs: 0.00 (2)  
 No. of Other FTEs: 0.00 (2)

**Fund Balance Transfers:**

From Fund	From Dept ID	To Fund	To Dept ID	Amount

**Description and justification: (Attach additional pages as needed.)\***

This budget adjustment is to transfer \$76,500 from account 629010, Maintenance of Streams to the following accounts: Small equipment, Account 615035, \$31,500; Machinery and Equipment, Account 679020, \$25,000; Vehicle Replacement Charges, Account 619045, \$20,000. The transfer will allow for the purchase of 1) Transmitters for the Gauging Program. The existing transmitters are outdated and need to be replaced in order to receive accurate and real-time streamflow and precipitation data from the existing gauges. It is critical that the transmitters work properly in order to monitor real-time data and estimate future stream flow peaks, especially during the spring snow melt. See attachment for additional explanation.

(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) Portable Accoustic Doppler Current Profiler (ADCP), the Flood Control gauging program needs an ADCP capable of being towed across fast moving water to be able to take flow measurements at the gauging locations without risking the safety of personnel during high flow events. Traditionally, technicians had to wade in high fast-moving water or find a bridge to measure flow from during these events. This device would allow personnel to safely stand on shore and pull a small craft from side to side on a creek to obtain the data required. 3) Heavy Equipment Trailer. The heavy equipment trailer used by the Flood Control Crew is failing and does not have the load capacity to haul the equipment needed to maintain the streams and canals throughout the County. The \$20,000, along with \$12,000 in the Fleet Vehicle Replacement fund, will be enough to cover the purchase of a new trailer that has a higher load capacity. Year-to-date stream maintenance expenses are trending lower than expected and has the funding available to transfer for these purchases.

15.10

## REQUEST FOR BUDGET ADJUSTMENT



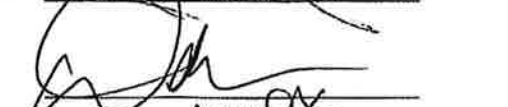
Executive Summary	
<b>Reference No:</b> 880000YE01 <b>Requesting Organization:</b> 88000000 RECORDER <b>Budget Adjust Type(s):</b> Technical	<b>For Fiscal Year:</b> 2017 <b>Date of Request:</b> 10-Oct-17 <b>One Time Change (Y or N):</b> Y <b>If No, next year's impact:</b> \$0 <b>Net FTE Change:</b> 0.00
<b>Description and Justification:</b> Change in Capital Project: Due to the move of two SIRE servers to an IS virtual environment, as well as the anticipated move of the GIS server, we would like to use the 2017 money originally approved for the purchase of new servers to pay Salt Lake County Facilities for a safety and security remodel of our Recording counter and public area. Due to the nature of our business we would like to enclose our Recording counter in glass as well as replace our short gates with full sized doors to the office area, similar to the recent remodel of the Assessor's Office, for safety and security of staff. We would also like to better utilize office space by turning a current office into a conference room.	

### Fund Impact

SUMMARY OF FUND IMPACT BY FUND		
FUND:	110 GENERAL FUND	340 STATE TAX ADMINISTRATION LEVY FUND
Fund Impact (Budgetary)	\$0	\$0
Fund Impact (Transfers)	\$0	\$0
<b>TOTAL FUND IMPACT</b>	<b>\$0</b>	<b>\$0</b>

SUMMARY OF CNTY FUNDING IMPACT BY DEPT				
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Approvals

<b>Division Director:</b>	Date: _____
<b>Dept. or Elected Fiscal Mgr:</b> 	Date: <u>10-10-17</u>
<b>Dept. Dir. or Elected Official:</b> 	Date: <u>10-10-17</u>
<b>Facilities Division Director:</b> (Capital Projects Only) 	Date: <u>10-10-17</u>
<b>Chief Financial Officer:</b>  Approve	Date: <u>10-11-17</u>
<b>Mayor or Designee:</b>  Approve	Date: <u>10/11/17</u>
<b>Council Action:</b> _____	Date: _____

Budget Adjustment Detail									
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100

[illegible]

**\$0**

[illegible]

**\$0**

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL SHT or 499999	
		BAL SHT or 499999	
		BAL SHT or 499999	

**\$0**

No. of New FTEs:	0.00	(2)
No. of New Time Limited FTEs:	0.00	(2)
No. of Transferred FTEs:	0.00	(2)
No. of Other FTEs:	0.00	(2)

[illegible]

Due to the move of two SIRE servers to an IS virtual environment, as well as the anticipated move of the GIS server, we would like to use the 2017 money originally approved for the purchase of new servers to pay Salt Lake County Facilities for a safety and security remodel of our Recording counter and public area. Due to the nature of our business we would like to enclose our Recording counter in glass as well as replace our short gates with full sized doors to the office area, similar to the recent remodel of the Assessor's Office, for safety and security of staff. We would also like to better utilize office space by turning a current office into a conference room.

Version 68  
2/7/2017

15.11

## REQUEST FOR BUDGET ADJUSTMENT

## Executive Summary

Reference No: 225000YE03 For Fiscal Year: 2017  
 Requesting Organization: 22500000 BEHAVIORAL HEALTH Date of Request: 2-Oct-17  
 Budget Adjust Type(s): New Revenue and Expenditure One Time Change (Y or N): N  
 If No, next year's impact: \$0  
 Net FTE Change: 0.00

## Description and Justification:

Medicaid, CABHI and DWS funding: BHS requests to increase appropriation and to recognize the revenues due to:

- Medicaid rates negotiated with the State Department of Health were finalized in September and were higher than anticipated by \$1.4 million.
- The federal CABHI grant, which funded two mental health assertive community outreach teams (ACOT) at VOA and Valley Behavioral Health, was scheduled to end on Sep 30, 2017. BHS has received a 6-month extension of \$170,000 for the period from Oct 1, 2017 through Mar 31, 2018. This budget request includes ½ of this increase, \$85,000.
- The State is requesting \$280,000 from the State Department of Workforce Services to further expand ACOT to support the Operation RIO project for the period from Oct 1, 2017 through Mar, 31, 2018. This budget request includes 1/2 of this increase, \$140,000.

## Fund Impact

## SUMMARY OF FUND IMPACT BY FUND

FUND:	120 GRANT PROGRAMS 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
2250000100 MENTAL HEALTH TREATMENT	225,000	225,000	0	0
2250000600 MEDICAID	1,493,437	1,493,437	0	0
TOTALS	1,718,437	1,718,437	0	0

## Approvals

Division Director: Tim Whalen

Digitally signed by Tim Whalen  
Date: 2017.10.03 06:28:47  
05'00'

Date: \_\_\_\_\_

Dept. or Elected Fiscal Mgr: Yanping Ding

Digitally signed by Yanping Ding  
Date: 2017.10.03 09:56:12 -06'00'

Date: \_\_\_\_\_

Dept. Dir. or Elected Official: Karen Crompton

Digitally signed by Karen Crompton  
Date: 2017.10.04 08:44:35 -08'00'

Date: \_\_\_\_\_

Facilities Division Director:  
(Capital Projects Only)

Date: \_\_\_\_\_

Chief Financial Officer:

Date: 10/5/17

Mayor or Designee:

Date: 10/11/17

Council Action:

Date: \_\_\_\_\_

Approve

Budget Adjustment Detail									
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22500000 BEHAVIORAL HEALTH SERVICES PRGM -

\* Adjustment Title: Medicaid, CABHI and DWS funding

Downloaded At: 11:53 11 September 2009

[illegible][illegible]

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL_SHT or 499999	
		BAL_SHT or 499999	
		BAL_SHT or 499999	
TOTAL BALANCE SHEET CHANGE:			\$0

No. of New FTEs:	0.00	(2)
No. of New Time Limited FTEs:	0.00	(2)
No. of Transferred FTEs:	0.00	(2)
No. of Other FTEs:	0.00	(2)

[illegible]

BHS requests to increase appropriation and to recognize the revenues due to:

- Medicaid rates negotiated with the State Department of Health were finalized in September and were higher than anticipated by \$1.4 million.
- The federal CABI grant, which funded two mental health assertive community outreach teams (ACOT) at VOA and Valley Behavioral Health, was scheduled to end on Sep 30, 2017. BHS has received a 6-month extension of \$170,000 for the period from Oct 1, 2017 through Mar 31, 2018. This budget request includes ½ of this increase, \$85,000.
- The State is requesting \$280,000 from the State Department of Workforce Services to further expand ACOT to support the Operation RIO project for the period from Oct 1, 2017 through Mar 31, 2018. This budget request includes 1/2 of this increase, \$140,000.

Mayor Financial Administration



## **Gabriel Anguiano**

---

**From:** Zac Case  
**Sent:** Wednesday, October 04, 2017 2:04 PM  
**To:** Darrin Casper  
**Cc:** Rod Kitchens; Shanell Beecher; Tim Whalen; Gabriel Anguiano; Yanping Ding; Ray Barrett  
**Subject:** RE: FY17b\_20171010Est\_Behavioral Health\_NewR NewE\_225000YE03.pdf

\$140k of this year-end revenue true up pertains to Operation RIO and it's not driven by BHS or anyone at the County. The State Division of Substance Abuse and Mental Health (DSAMH) is requesting \$280k from DWS to fund 6 months (Oct 1- Mar 31) of a Mental Health Assertive Community Outreach Team at Valley Behavioral Health. They hope to get ongoing funding in the legislative session. I know this request was not included in any part of the community treatment portion of the State ORG budget but perhaps DSAMH included it somewhere else in the document. We would prefer to focus those dollars to support other RIO treatment programs that we have already implemented without ongoing funding but this is not our initiative.

The rest of the request is increasing the Federal CABHI funds that were just recently extended 6 months and to address increased Medicaid rates with DOH that were finalized in September for SFY2018 and will result in us receiving more funding than previously anticipated, 98% of which will be paid to Optum Health by contract as it is received.



Zac Case | Fiscal Manager  
**BEHAVIORAL HEALTH SERVICES**  
2001 S State Street S2-300  
PO Box 144575  
Salt Lake City, UT 84114-4575  
Work: 385-468-4729  
Fax: 385-468-4740  
Email: [ZCase@slco.org](mailto:ZCase@slco.org)

**From:** Gabriel Anguiano  
**Sent:** Wednesday, October 04, 2017 10:32 AM  
**To:** Zac Case <[ZCase@slco.org](mailto:ZCase@slco.org)>; Yanping Ding <[YDing@slco.org](mailto:YDing@slco.org)>  
**Cc:** Rod Kitchens <[RKitchens@slco.org](mailto:RKitchens@slco.org)>; Darrin Casper <[DCasper@slco.org](mailto:DCasper@slco.org)>; Shanell Beecher <[SBeecher@slco.org](mailto:SBeecher@slco.org)>  
**Subject:** FY17b\_20171010Est\_Behavioral Health\_NewR NewE\_225000YE03.pdf

Hi Zac,

Could you please reach out to Darrin to discuss this adjustment further. One of the questions that came up is if this is at all related to Rio Grande Operation? Darrin has also asked me to set up a meeting for this group to discuss the Rio Grande Operations further.

Thanks!

Gabriel Anguiano Jr  
Associate Budget Administrator, SLCo Mayor's Finance  
(385) 468-7078  
[GAnguiano@slco.org](mailto:GAnguiano@slco.org)

15.12

## REQUEST FOR INTERIM/JUNE/YEAR-END BUDGET ADJUSTMENT

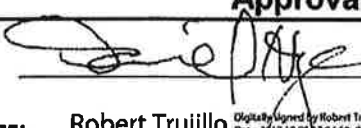



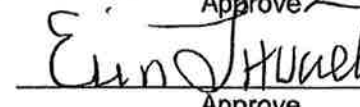
<b>Executive Summary</b>			
<b>Reference No:</b> 355200YE01		<b>For Fiscal Year:</b> 2017	
<b>Requesting Organization:</b> 35520000 SOUTH TOWNE EXPO		<b>Date of Request:</b> 5-Oct-17	
<b>Budget Adjust Type(s):</b> New Revenue and Expenditure		<b>One Time Change (Y or N):</b> Y	
		<b>If No, next year's impact:</b> \$0	
		<b>Net FTE Change:</b> 0.00	
<b>Description and Justification:</b>			
<b>Revenue and Expense adjustment: New Revenue \$600,000 and Expense \$300,000 Adjustment Description:</b> At South Towne, there has been additional event activity for 2017 over budget that has resulted in additional revenues estimated for the year of \$800,000. As a result of the additional event activity there has been additional labor costs. The estimated additional cost is \$300,000 for labor and other costs including utilities, trash removal, building maintenance, supplies and a facility condition assessment study.			
<b>LED Lighting Project \$222,498 Adjustment Description:</b> The lighting project calls for changing all of the fluorescent lights in the exhibit hall space (248,000 sf) and all of the lighting in the meeting rooms and lobby space to LED lighting. This project has a payback estimated at 1.8 years.			

### Fund Impact

SUMMARY OF FUND IMPACT BY FUND	
<b>FUND:</b>	182 SOUTH TOWNE EXPOSITION CENTER FUND
<b>Fund Impact (Budgetary)</b>	\$189,105
<b>Fund Impact (Transfers)</b>	\$0
<b>TOTAL FUND IMPACT</b>	\$189,105

SUMMARY OF CNTY FUNDING IMPACT BY DEPT				
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
3552000000 STEC OPERATIONS	711,603	300,000	0	(411,603)
3552990000 SOUTH TOWNE CAPITAL PROJECTS PRGM	0	222,498	0	222,498
<b>TOTALS</b>	<b>711,603</b>	<b>522,498</b>	<b>0</b>	<b>(189,105)</b>

### Approvals

<b>Division Director:</b>		<b>Date:</b>	10/5/2017
<b>Dept. or Elected Fiscal Mgr:</b>	Robert Trujillo <small>Digitally signed by Robert Trujillo Date: 2017.10.05 17:04:00 -0600</small>	<b>Date:</b>	
<b>Dept. Dir. or Elected Official:</b>		<b>Date:</b>	10/6/17
<b>Facilities Division Director:</b> <small>(Capital Projects Only)</small>		<b>Date:</b>	
<b>Chief Financial Officer:</b>		<b>Date:</b>	10/7/17
	Approve		
<b>Mayor or Designee:</b>		<b>Date:</b>	10/11/17
	Approve		
<b>Council Action:</b>	_____	<b>Date:</b>	
	Approve		

## Budget Adjustment Detail

Budget Year: 2017 \* Requesting Department: 35520000 SOUTH TOWNE EXPO CENTER (STEC) OP \*

Budget Period: Year-End \* Req Item No: 355200YE01 \* Adjustment Title: Revenue and Expense adjustment

Adjustment Type(s): New Revenue and Expenditure

### Expense Budget String(s):

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
182	030	3552000000	638035			300,000
182	030	3552990000	607015		STE2017_01	222,498
TOTAL EXPENDITURE CHANGE:						\$522,498

### Revenue Budget String(s):

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
182	030	3552000000	427025			650,000
182	030	3552000000	427060			61,603
TOTAL REVENUE CHANGE:						\$711,603

Balance Sheet String(s): ☒ Bal sheet strings only required for Proprietary Fund adjustments; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL_SHT	
		BAL_SHT	
		BAL_SHT	
TOTAL BALANCE SHEET CHANGE:			\$0

\* One Time Change (Y or N): Y  
 If No, next year's Impact:   
 No. of New FTEs: 0.00 (2)  
 No. of New Time Limited FTEs: 0.00 (2)  
 No. of Transferred FTEs: 0.00 (2)  
 No. of Other FTEs: 0.00 (2)

### Fund Balance Transfers:

From Fund	From Dept ID	To Fund	To Dept ID	Amount

Description and justification: (Attach additional pages as needed.)\*

New Revenue \$600,000 and Expense \$300,000 Adjustment Description:

At South Towne, there has been additional event activity for 2017 over budget that has resulted in additional revenues estimated for the year of \$600,000. As a result of the additional event activity there has been additional labor costs. The estimated additional cost is \$300,000 for labor and other costs including utilities, trash removal, building maintenance, supplies and a facility condition assessment study.

LED Lighting Project \$222,498 Adjustment Description:

The lighting project calls for changing all of the fluorescent lights in the exhibit hall space (248,000 sf) and all of the lighting in the meeting rooms and lobby space to LED lighting. This project has a payback estimated at 1.8 years.

(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.

1513

## REQUEST FOR INTERIM/JUNE/YEAR-END BUDGET ADJUSTMENT

Executive Summary	
Reference No: 355000YE01	For Fiscal Year: 2017
Requesting Organization: 35500000 SALT PALACE CONV	Date of Request: 4-Oct-17
Budget Adjust Type(s): New Revenue and Expenditure	One Time Change (Y or N): Y
	If No, next year's impact: \$0
	Net FTE Change: 0.00
<b>Description and Justification:</b> Revenue and Expense adjustment: See attached description and justification for each project listed:  1. New Revenue \$1,750,000 and Expense \$1,049,793  2. LED Lighting Project \$203,830  3. Kitchen Expansion \$495,000	

### Fund Impact

SUMMARY OF FUND IMPACT BY FUND	
FUND:	180 RAMPTON SALT PALACE CONV CTR FUND
Fund Impact (Budgetary)	\$1,377
Fund Impact (Transfers)	\$0
TOTAL FUND IMPACT	\$1,377

SUMMARY OF CNTY FUNDING IMPACT BY DEPT				
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
3550000000 SPCC OPERATIONS	1,750,000	1,049,793	0	(700,207)
3550990000 SPCC RESERVE CAPITAL PROJECTS PRGM	0	698,830	0	698,830
TOTALS	1,750,000	1,748,623	0	(1,377)

Approvals	
Division Director:	Date: 10/4/2017
Dept. or Elected Fiscal Mgr:	Date: 10-5-2017
Dept. Dir. or Elected Official:	Date: 10/5/2017
Facilities Division Director: <small>(Capital Projects Only)</small>	Date: _____
Chief Financial Officer:	Date: 10/9/17
Mayor or Designee:	Date: 10/11/17
Council Action: _____	Date: _____

Budget Adjustment Detail	
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**Budget Year:** 2017 **\* Requesting Department:** 35500000 SALT PALACE CONVCTR OPS (SPCC)

Budget Period: Year-End \* Req Item No: 355000YE01 \* Adjustment Title: Revenue and Expense adjustment

Adjustment Type(s): New Revenue and Expenditure

**Expense Budget String(s):**

[illegible]

<b>TOTAL EXPENDITURE CHANGE:</b>	<b>\$1,748,623</b>
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**Revenue Budget String(s):**[illegible]

<b>TOTAL REVENUE CHANGE:</b>	<b>\$1,750,000</b>
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**Balance Sheet String(s):** P Balance strings only required for Proprietary Fund adjustments; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL. SHT	
		BAL. SHT	
		BAL. SHT	

**TOTAL BALANCE SHEET CHANGE:** \$0

\* **One Time Change (Y or N):** Y  
**If No, next year's Impact:** \_\_\_\_\_

No. of New FTEs:	0.00	(2)
No. of New Time Limited FTEs:	0.00	(2)
No. of Transferred FTEs:	0.00	(2)
No. of Other FTEs:	0.00	(2)

**Fund Balance Transfers:**

[illegible]

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

**See attached description and justification for each project listed:**

1. New Revenue \$1,750,000 and Expense \$1,049,793
2. LED Lighting Project \$203,830
3. Kitchen Expansion \$495,000

(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.

**Budget Adjustment Description and Justification for each project listed:**

**New Revenue \$1,750,000 and Expense \$1,049,793 Adjustment Description:**

There has been additional event activity for 2017 over budget that has resulted in additional revenues estimated for the year of \$1,750,000. As a result of the additional event activity, there have been additional labor costs. The estimated additional cost is \$600,000 for labor and \$100,000 for other costs including utilities, trash removal and supplies. Further, we are requesting an additional \$200,000 for contingencies to take us through 2017. Other projects include a technology study for \$37,000 and facility condition assessment study for \$112,793. These studies are important for us to appropriately plan for the immediate and extended future for both technology services and capital maintenance at the Salt Palace. These studies are planned to occur in the fourth quarter of 2017.

**LED Lighting Project \$203,830 Adjustment Description:**

This budget adjustment requests funding for a lighting project at the Salt Palace Convention Center. The funding source is from positive revenues earned in 2017 and the request is budget neutral to the Salt Palace operations. The lighting project calls for changing all of the fluorescent lights in the exhibit hall space (515,000 square feet) and all of the lighting in meeting rooms 155, 255, and 355 (72,000 sf) to LED lighting. The project has a payback estimated at 1.8 years.

**Kitchen Expansion \$495,000 Adjustment Description:**

These dollars are requested to fund the first phase of a kitchen upgrade project at the Salt Palace. The funding source for this project is from positive revenues earned in 2017 and the request is net neutral for Salt Palace operations. This project was not requested through the 2018 capital project process because the study was not completed in time. The full scope of the study identifies a \$3.5M project, however this portion was identified as critical. This phase increases the amount of cold storage space at the Salt Palace. The kitchen at the Salt Palace is original from the 1996 construction. Since that time, the Salt Palace has added over 250,000 sf of exhibit space and over 82,000 sf of meeting space. We now have food requirements that exceed the capacities of the current kitchen. This initial phase of the project addresses the most critical of these operational shortages.

## REQUEST FOR BUDGET ADJUSTMENT

## Executive Summary

<b>Reference No:</b> 8400000YE07	<b>For Fiscal Year:</b> 2017
<b>Requesting Organization:</b> 82000000 DISTRICT ATTORNEY	<b>Date of Request:</b> 4-Oct-17
<b>Budget Adjust Type(s):</b> FTE/Position Reclass	<b>One Time Change (Y or N):</b> N
	<b>If No, next year's impact:</b> \$0
	<b>Net FTE Change:</b> 0.00

**Description and Justification:**

Reclassification of Legal Sec to Paralegal II: We need to reclassify this Legal Secretary position to a Paralegal II. Due to changing laws, the growth of the population and increasing case loads, we need more paralegals to provide a range of legal support for these cases. We will absorb any additional cost for 2017 from our current budget.

### Fund Impact

### SUMMARY OF FUND IMPACT BY FUND

<b>FUND:</b>	<b>110 GENERAL FUND</b>
<b>Fund Impact (Budgetary)</b>	<b>\$0</b>
<b>Fund Impact (Transfers)</b>	<b>\$0</b>
<b>TOTAL FUND IMPACT</b>	<b>\$0</b>

### SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
TOTALS	0	0	0	0

## Approvals

**Division Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Dept. or Elected Fiscal Mgr: Elizabeth Bayler Date:

Dept. Dir. or Elected Official:  Date: 

**Facilities Division Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Capital Projects Only)

**Chief Financial Officer:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Mayor or Designee: Wm. J. H. H. H. Date: 10/1/19

**Council Action:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Budget Adjustment Detail									
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Budget Year: 2017 \* Requesting Department: 82000000 DISTRICT ATTORNEY

Budget Period: Post June Year-End \* Req Item No: 8400000YE07 \* Adjustment Title: Reclassification of Legal Sec to Paralegal II

Adjustment Type(s): FTE/Position Rectass

**Expense Budget String(s):** *This adjustment involves a reclass while the next year's financial impact may be presented, no actual budget adjustment is required.*

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	082	8200000100	601030			0
TOTAL EXPENDITURE CHANGE:						\$0

**Revenue Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
<b>TOTAL REVENUE CHANGE:</b>						\$0

**Balance Sheet String(s):** ☐ Bal sheet strings only required for Proprietary Fund adjustments; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL_SHT	
		BAL_SHT	
		BAL_SHT	
TOTAL BALANCE SHEET CHANGE:			\$0

* <b>One Time Change (Y or N):</b>	<u>          N          </u>	<b>No. of New FTEs:</b>	<u>          0.00          </u>	<b>(2)</b>
<b>If No, next year's Impact:</b>	<u>          \$0          </u>	<b>No. of New Time Limited FTEs:</b>	<u>          0.00          </u>	<b>(2)</b>
		<b>No. of Transferred FTEs:</b>	<u>          0.00          </u>	<b>(2)</b>
		<b>No. of Other FTEs:</b>	<u>          0.00          </u>	<b>(2)</b>

**Fund Balance Transfers:**

<b>From Fund</b>	<b>From Dept ID</b>	<b>To Fund</b>	<b>To Dept ID</b>	<b>Amount</b>

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

We need to reclassify this Legal Secretary position to a Paralegal II. Due to changing laws, the growth of the population and increasing case loads, we need more paralegals to provide a range of legal support for these cases. We will absorb any additional cost for 2017 from our current budget.

*(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.*



## Position Management Information

**INSTRUCTIONS:** Complete one section for each position. To facilitate efficient execution of HR actions, please complete ALL fields as requested. TO fields are required for all position actions while FROM fields only need to be entered for position transfers. Print pages for completed sections and attach to the budget adjustment form.

Position 1			
Position Number (For changes to existing positions)		340	
Existing/Proposed Job Start Date		AA:bb	
Existing/Proposed Job Code		681-2	
Existing/Proposed Job Title		Paralegal II	
Position Type: Full-Time (FT), Part-Time (PT)		FT	
Time Limited? Yes / No		No	
If Time Limited, expected expiration date			
Location Code (four digit number)		1081	
Fund	To	110	From
PS/BRASS Sub Department Id	To	8200000100	From
Reports To Position Number	TBO		
Reports To Job Title	TBO		
FTE (Example: .50 / .75 / 1.0)	To	1	From
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))		R	

Position 2			
Position Number (For changes to existing positions)			
Existing/Proposed Job Start Date			
Existing/Proposed Job Code			
Existing/Proposed Job Title			
Position Type: Full-Time (FT), Part-Time (PT)			
Time Limited? Yes / No			
If Time Limited, expected expiration date			
Location Code (four digit number)			
Fund	To	From	
PS/BRASS Sub Department Id	To	From	
Reports To Position Number			
Reports To Job Title			
FTE (Example: .50 / .75 / 1.0)	To	From	
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			

Position 3			
Position Number (For changes to existing positions)			
Existing/Proposed Job Start Date			
Existing/Proposed Job Code			
Existing/Proposed Job Title			
Position Type: Full-Time (FT), Part-Time (PT)			
Time Limited? Yes / No			
If Time Limited, expected expiration date			
Location Code (four digit number)			
Fund	To	From	
PS/BRASS Sub Department Id	To	From	
Reports To Position Number			
Reports To Job Title			
FTE (Example: .50 / .75 / 1.0)	To	From	
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			

Total No. of New FTEs:	0	a)
Total No. of New Time Limited FTEs:	0	a)
Total No. of Transferred FTEs:	0	a)
Total No. of Other Actions:	0	a)

(a) Totals will transfer to the "Adj Request" tab's FTE section.

**Council Approval section below to be completed only by Council Staff and to be submitted to HR for final processing.**

Council Approved:	Yes:	No:	Date:	Signature:
-------------------	------	-----	-------	------------

### Action Type List:

- N New
- TL New Time Limited
- R Reclass
- T Transfer
- A Abolish
- RA Re-allocate
- O Other

## CONDENSED POSITION DESCRIPTION QUESTIONNAIRE (CPDQ)

CLASSIFICATION REQUEST	
<i>Please complete this form, review with department/division personnel, obtain any necessary approvals as outlined in the Council and HR Requirements Matrix, and forward to your HR consultant. In addition, please include your division's most recent Organization Chart.</i>	
<b>This request is for a:</b> <span style="border: 1px solid black; padding: 2px;">Vacant to Existing Position</span>	
<b>Department Name:</b> <span style="border: 1px solid black; padding: 2px;">District Attorney</span>	<b>Position Number:</b> <span style="border: 1px solid black; padding: 2px;">0000380</span>
<b>Division Name:</b> <span style="border: 1px solid black; padding: 2px;">Criminal Justice</span>	<b>Division Number:</b> <span style="border: 1px solid black; padding: 2px;">8200000400</span>
<b>Information Regarding Vacant Existing Allocation</b>	
<b>Current Job Title/Grade:</b> <span style="border: 1px solid black; padding: 2px;">Office Spec / 10</span>	<b>Job Code:</b> <span style="border: 1px solid black; padding: 2px;">479</span>
<b>New Existing Title/Grade:</b> <span style="border: 1px solid black; padding: 2px;">Paralegal II / 14 / Job code: 681-2</span>	

Agency Budget Impact:	
<input type="checkbox"/>	1) There <b><u>is no</u></b> budget increase to this year or subsequent year's budgets resulting from this position classification change. Please provide an explanation below:
<input type="checkbox"/>	2) There <b><u>is</u></b> an increase to this year or subsequent year's budgets. Below is a summary of the budget impact:
<input type="checkbox"/>	3) The budget impact for this classification change is unknown at this time.

**Business Justification:** Please provide a brief summary of the organization need or business justification for this position classification request.

We have decided to reclass this Office Spec position to a paralegal. Due to changing laws, the growth of the population and increasing case loads, we need more paralegals to provide a range of legal support for these cases.

**Department/Division Approval Signatures**

By providing approval and electronically signing below, this certifies that processing this classification action does not have a negative impact on the current year's personnel budget. Any budgetary impact has already been addressed and approved by the Council, as needed.

<b>Elected Official or Department Director</b>	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Signature: <input type="text"/>
<b>Division Director/ Administrator</b>	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Signature: <input type="text"/>
<b>Immediate Supervisor</b>	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Signature: <input type="text"/>
<b>Immediate Supervisor's Title:</b> <input type="text"/>		
<b>E-Mail:</b> <input type="text"/>		<b>Phone Number:</b> <input type="text"/>

**HR Consultant Contact Information**

Consultant	E-Mail	Phone
Debbie Wine	<a href="mailto:dwine@slco.org">dwine@slco.org</a>	(385) 468-0574
Tracy Byington	<a href="mailto:tbyington@slco.org">tbyington@slco.org</a>	(385) 468-0588
Martinha Penrod	<a href="mailto:mpenrod@slco.org">mpenrod@slco.org</a>	(385) 468-0592
Terry Fortner	<a href="mailto:tfortner@slco.org">tfortner@slco.org</a>	(385) 468-0591

**Gabriel Anguiano**

---

**From:** Elizabeth Bayler  
**Sent:** Thursday, October 05, 2017 4:20 PM  
**To:** Gabriel Anguiano  
**Cc:** Darrin Casper; Rod Kitchens; Lisa Ashman; Ralph Chamness  
**Subject:** RE: DA Budget Adjustment 840000YE07???

Gabe--

It is unlikely the salary will increase based on the following.

The person that was in the Legal Secretary position was earning more than the base salary of a Paralegal II grade 14 and therefore was budgeted at the salary she was earning.

Previous employee salary \$45,935.53 (budgeted for 2018)

Paralegal II Grade 14 base salary \$42,160.00

Whether we hire someone at the base or further into the grade will depend on the most qualified applicant selected and their years of experience since we will have to perform an internal equity analysis with our salary recommendation for HR. However, highly experienced Paralegals are hard to find. Within our Paralegal pool of employees for the internal equity analysis, the chosen applicant would have to have in excess of 8 years of experience in order to exceed the salary budgeted.

However, if we do find an applicant with more experience that we want to hire, we will have to hire them at the appropriate wage based on the internal equity analysis in order to not create an inequity in our office. It has been our experience that HR will ask that we adjust the salary recommendation if it does not match the internal equity analysis. Who will be hired and their level of experience is an unknown factor at this time.

Therefore, it is very difficult with the competing requirements of what we have to provide HR at hiring and what we have to provide on the budget adjustment to provide a concrete answer to this question. The best I can do is say that based on the information above and the applicant pools we have had since I've been here I do not anticipate a 2018 budget impact.

***Elizabeth Bayler, MBA***  
**Administrative & Fiscal Manager**  
**Salt Lake County District Attorney**  
2001 S. State Street S8-600  
Salt Lake City, Utah 84190  
385-468-7812

This communication and any attachments thereto may contain private, privileged and/or confidential information and are for the sole use of the intended recipient. This communication may be governed by applicable statutes and rules, including the Electronic

Communications Privacy Act (18 U.S.C. S 2510 - 2521, et seq.) and other authority. Any unauthorized review, use, disclosure or distribution is prohibited.

If you are not the intended recipient, please immediately reply to the sender and so advise, and immediately destroy and delete the communication.

**From:** Gabriel Anguiano  
**Sent:** Thursday, October 05, 2017 3:23 PM  
**To:** Elizabeth Bayler <EBayler@slco.org>  
**Cc:** Darrin Casper <DCasper@slco.org>; Rod Kitchens <RKitchens@slco.org>  
**Subject:** DA Budget Adjustment 840000YE07???  
**Importance:** High

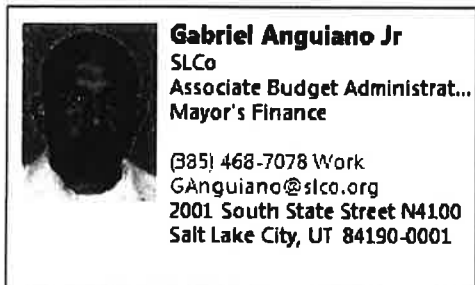
Liz,

Can you please answer the following for us.

Will the salary stay the same or be lower for this reclassification? Your adjustment implies that there is no 2018 impact which suggest that the salary will not increase for this reclassification, can you please confirm?

Thanks!

Gabriel Anguiano Jr  
Associate Budget Administrator, SLCo Mayor's Finance  
(385) 468-7078  
[GAnguiano@slco.org](mailto:GAnguiano@slco.org)



15.15

## REQUEST FOR BUDGET ADJUSTMENT

### Executive Summary

Reference No: 560000YE0102	For Fiscal Year: <b>2017</b>
Requesting Organization: 56000000 MUNICIPAL SERVICE	Date of Request: 4-Oct-17
Budget Adjust Type(s): Technical	One Time Change (Y or N): Y
	If No, next year's impact: \$0
	Net FTE Change: 0.00

#### Description and Justification:

Move Prior Year Encumbrances: Cancel prior year encumbrances in org 5600 (Municipal Services Capital Projects) and transfer the budget to 4500 (Public Works Engineering). Organization 5600 is being closed and all the budget for projects is in the Public Works Organization which is performing the work.

### Fund Impact

#### SUMMARY OF FUND IMPACT BY FUND

FUND:	735 PUBLIC WORKS 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
4500000200 PW-PROJECT MANAGEMENT AND DESIGN	51,896	51,896	0	0
TOTALS	51,896	51,896	0	0

### Approvals

Division Director: \_\_\_\_\_

Date: \_\_\_\_\_

Dept. or Elected Fiscal Mgr:  \_\_\_\_\_

Date: 10-4-17

Dept. Dir. or Elected Official:  \_\_\_\_\_

Date: 4 Oct 2017

Facilities Division Director:  
(Capital Projects Only)  \_\_\_\_\_

Date: \_\_\_\_\_

Chief Financial Officer:  \_\_\_\_\_

Date: 10-5-17

Mayor or Designee:  \_\_\_\_\_  
Approve

Date: 10/11/17

Council Action: \_\_\_\_\_  
Approve

Date: \_\_\_\_\_

## Budget Adjustment Detail

Budget Year: 2017 \* Requesting Department: 56000000 MUNICIPAL SERVICES CAPITAL IMP

Budget Period: Post June Year-End \* Req Item No: 560000Y60T \* Adjustment Title: Move Prior Year Encumbrances

Adjustment Type(s): Technical

### Expense Budget String(s):

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
735	040	4500000200	664005			51,896

TOTAL EXPENDITURE CHANGE: \$51,896

### Revenue Budget String(s):

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
735	040	4500000200	423405			51,896

TOTAL REVENUE CHANGE: \$51,896

### Balance Sheet/Fund Unrestriction String(s):

☐ Balance sheet strings only required for Proprietary Fund adjustments or fund unrestricted; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL_SHT or 499999	
		BAL_SHT or 499999	
		BAL_SHT or 499999	

TOTAL BALANCE SHEET CHANGE: \$0

\* One Time Change (Y or N): Y  
If No, next year's impact:

No. of New FTEs: 0.00 (2)  
No. of New Time Limited FTEs: 0.00 (2)  
No. of Transferred FTEs: 0.00 (2)  
No. of Other FTEs: 0.00 (2)

### Fund Balance Transfers:

From Fund	From Dept ID	To Fund	To Dept ID	Amount

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

Cancel prior year encumbrances in org 5600 (Municipal Services Capital Projects) and transfer the budget to 4500 (Public Works Engineering). Organization 5600 is being closed and all the budget for projects is in the Public Works Organization which is performing the work.

(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.





15.16

## REQUEST FOR BUDGET ADJUSTMENT

### Executive Summary

<b>Reference No:</b> 503700YE02 <b>Requesting Organization:</b> 50370000 EXCISE TAX ROAD P <b>Budget Adjust Type(s):</b> Existing Capital Project	<b>For Fiscal Year:</b> 2017 <b>Date of Request:</b> 14-Sep-17 <b>One Time Change (Y or N):</b> Y <b>If No, next year's impact:</b> \$0 <b>Net FTE Change:</b> 0.00
---	---

#### Description and Justification:

Magna Main Street: This budget adjustment is to transfer \$12,100 into project TB140002, Magna Livable Street. The funds are needed to pay the final UDOT invoice, \$21,962.15, to close the project because of unanticipated overruns. TB140002 has a current balance of \$9,864, which needs to be moved from account 683005 to account 664005 to record the expense in the correct account. With the existing project balance of \$9,864 and the \$12,100 transfer, there will be sufficient funding in TB140002 to pay UDOT. Project TB140001, 8400 W Pedestrian Overpass in Magna, has been on hold while Engineering works with UDOT to find an agreeable solution to the pedestrian traffic. While the project concept has not been finalized for TB140001, this \$12,100 from the \$2.5M budget will not limit the various project concepts being developed while keeping the project expense in Magna Metro Township.

### Fund Impact

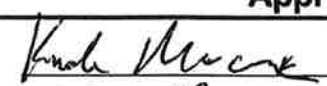




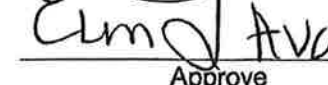
#### SUMMARY OF FUND IMPACT BY FUND

<b>FUND:</b>	426 EXCISE TAX ROAD REV BOND PROJECTS FUND
<b>Fund Impact (Budgetary)</b>	\$0
<b>Fund Impact (Transfers)</b>	\$0
<b>TOTAL FUND IMPACT</b>	\$0

#### SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
<b>TOTALS</b>	0	0	0	0

### Approvals

<b>Division Director:</b> <u></u> <b>Dept. or Elected Fiscal Mgr:</b> <u></u> <b>Dept. Dir. or Elected Official:</b> <u></u> <b>Facilities Division Director:</b> <u></u> <b>(Capital Projects Only)</b> <b>Chief Financial Officer:</b> <u></u> <b>Mayor or Designee:</b> <u></u> <div style="text-align: center;">Approve</div>	<b>Date:</b> <u>9/17/2017</u> <b>Date:</b> <u>9/19/17</u> <b>Date:</b> <u>4 Oct 2017</u> <b>Date:</b> _____ <b>Date:</b> <u>10-5-17</u> <b>Date:</b> <u>10/11/17</u> <b>Date:</b> _____
--	---

**Council Action:** \_\_\_\_\_  

Approve

## Budget Adjustment Detail

Budget Year: 2017 \* Requesting Department: 50370000 EXCISE TAX ROAD PROJECTS UNINCORP

Budget Period: Post June Year-End \* Req Item No: 503700YE02 \* Adjustment Title: Magna Main Street

Adjustment Type(s): Existing Capital Project

**Expense Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
426	050	5037000000	664005		TB140002	12,100
426	050	5037000000	683005		TB140001	(12,100)
426	050	5037000000	683005		TB140002	(9,864)
426	050	5037000000	664005		TB140002	9,864

TOTAL EXPENDITURE CHANGE: \$0

**Revenue Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT

TOTAL REVENUE CHANGE: \$0

**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
		BAL SHT or 499999	
		BAL SHT or 499999	
		BAL SHT or 499999	

TOTAL BALANCE SHEET CHANGE: \$0

\* One Time Change (Y or N): Y  
If No, next year's impact:  

No. of New FTEs: 0.00 (2)  
No. of New Time Limited FTEs: 0.00 (2)  
No. of Transferred FTEs: 0.00 (2)  
No. of Other FTEs: 0.00 (2)

**Fund Balance Transfers:**

From Fund	From Dept ID	To Fund	To Dept ID	Amount

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

This budget adjustment is to transfer \$12,100 into project TB140002, Magna Livable Street. The funds are needed to pay the final UDOT invoice, \$21,962.15, to close the project because of unanticipated overruns. TB140002 has a current balance of \$9,864, which needs to be moved from account 683005 to account 664005 to record the expense in the correct account. With the existing project balance of \$9,864 and the \$12,100 transfer, there will be sufficient funding in TB140002 to pay UDOT. Project TB140001, 8400 W Pedestrian Overpass in Magna, has been on hold while Engineering works with UDOT to find an agreeable solution to the pedestrian traffic. While the project concept has not been finalized for TB140001, this \$12,100 from the \$2.5M budget will not limit the various project concepts being developed while keeping the project expense in Magna Metro Township.

(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.



4501 S 2700 W, PO BOX 141510, SALT LAKE CITY, UT 84114-1510

**FINAL BILLING**

**BILL TO:**

SALT LAKE COUNTY FLOOD CONTROL & ENGINEERING  
ATTN: AMY MCCORMICK / JACKIE PAUL  
2001 SOUTH STATE, STE N3-120  
SALT LAKE CITY, UT 84114

INVOICE NUMBER : RE 176\*147  
INVOICE DATE : 6/19/2017  
ACCOUNT NUMBER : 53805 14T  
CUSTOMER NUMBER : VC0000104466  
FAA/COOP CONTRACT : 13-8430  
PROJECT MANAGER : JESSICA RICE

PIN 11055 / F-R299(161) / MAGNA LIVABLE STREETS PROJECT			
DESCRIPTION		PROJECT COSTS	SALT LAKE COUNTY FLOOD CONTROL & ENGINEERING SHARE OF COSTS
<b>FEDERAL ELIGIBLE EXPENDITURES</b>	<b>additional funds needed</b>		
PRELIMINARY ENGINEERING:			
INHOUSE	\$0.00	\$20,635.79	
CONSULTANT	\$0.00	\$149,622.00	
TOTAL PRELIMINARY ENGINEERING		\$170,257.79	
CONSTRUCTION ENGINEERING:			
INHOUSE	\$1,877.74	\$41,863.47	
CONSULTANT	\$0.00	\$361,000.91	
TOTAL CONSTRUCTION ENGINEERING		\$402,864.38	
CONSTRUCTION	\$17,842.20	\$2,163,311.14	
UTILITIES	\$0.00	\$0.00	
STATE FORCES	\$0.00	\$0.00	
RIGHT OF WAY	\$0.00	\$0.00	
AUDIT COSTS	\$1,872.66	\$1,872.66	
TOTAL ELIGIBLE EXPENDITURES		\$2,738,305.97	
LESS: FHWA SHARE @ 80% - MAX AMOUNT ALLOWED	\$0.00	\$0.00	\$791,809.00
LOCAL SHARE	\$0.00		\$197,952.25
LOCAL ADDITIONAL			\$1,748,544.72
LOCAL SHARE OF ELIGIBLE EXPENDITURES			\$1,946,496.97
<b>FEDERAL INELIGIBLE EXPENDITURES</b>			
PRELIMINARY ENGINEERING		\$0.00	
CONSTRUCTION ENGINEERING		\$0.00	
TOTAL INELIGIBLE EXPENDITURES		\$0.00	\$0.00
TOTAL PROJECT COSTS TO DATE		\$2,738,305.97	
LOCAL SHARE COST TO DATE	\$369.55		\$1,946,496.97
LESS: AMOUNT PREVIOUSLY BILLED			(\$1,924,534.82)
CURRENT LOCAL COSTS			\$21,962.15
LOCAL PROJECT DEPOSIT RECEIVED	\$21,962.15		\$1,924,534.82
<b>AMOUNT DUE TO UDOT</b>			<b>\$21,962.15</b>
Excise Tax funds available per Amy McCormick after the June Adjustment			\$9,864.70
Amount needed to close out this project.			<b>\$12,097.45</b>

DIRECT INQUIRIES TO:  
SYDNEY STEELE  
(801) 965-4069  
[ssieele@utah.gov](mailto:ssieele@utah.gov)

MAKE CHECK PAYABLE TO:  
Utah Department of Transportation  
PO Box 141510  
Salt Lake City, UT 84114-1510

Peoplesoft GL  
BUDGET STATUS REPORT

Page No. 1  
Run Date 09/13/2017  
Run Time 15:39:32

Report ID: GLS8020  
Bus. Unit: SLC01--Salt Lake County  
Ledger Grp: SL\_CAP\_APP-- Capital Project Parent Approp  
Currency : USD  
Chartfields Criteria  
Fund: All values  
Account: All values  
Project: TB140002

Bud Ref: 2017

Dept: All values

Agency: All values

Fund Project Agency  
Dept Bud Ref Account

			<u>Budget</u>	<u>Assoc Revenue</u>	<u>Planned</u>	<u>PreEncumbrance</u>	<u>Encumbrance</u>	<u>Expense</u>	<u>Remaining</u>
426	TB140002	050	9,864.00	0.00	0.00	0.00	0.00	0.00	9,864.00
5037000000	2017	000001							
Grand Total :			9,864.00	0.00	0.00	0.00	0.00	0.00	9,864.00

End of Report

Report ID: GLS8020  
 Bus. Unit: SLC01--Salt Lake County  
 Ledger Grp: SL\_CAP\_APP-- Capital Project Parent Approp  
 Currency : USD  
 Chartfields Criteria  
 Fund: All values  
 Account: All values

Project: TB140001

Agency: All values

Dept: All values

Bud Ref: 2017

PeopleSoft GL  
 BUDGET STATUS REPORT

Page No. 1  
 Run Date 09/14/2017  
 Run Time 09:55:57

<u>Fund</u>	<u>Project</u>	<u>Agency</u>	<u>Budget</u>	<u>Assoc Revenue</u>	<u>Planned</u>	<u>PreEncumbrance</u>	<u>Encumbrance</u>	<u>Expense</u>	<u>Remaining</u>
<u>Dept</u>	<u>Bud Ref</u>	<u>Account</u>							
426	TB140001	050							
503700000	2017	000001	2,589,520.00	0.00	0.00	0.00	0.00	4,824.69	2,584,695.31
Grand Total :			2,589,520.00	0.00	0.00	0.00	0.00	4,824.69	2,584,695.31

End of Report

# REQUEST FOR BUDGET ADJUSTMENT

15.11.17

## Executive Summary

Reference No: 515000_01	For Fiscal Year: 2017	
Requesting Organization: 51500000 BOND DEBT SERVICE	Date of Request: 12-Oct-17	
Budget Adjust Type(s): Technical	One Time Change (Y or N): Y	
	If No, next year's impact: \$0	
	Net FTE Change: 0.00	

### Description and Justification:

GO 2017B Refunding Bonds : Series 2017B has a combined NPV savings of \$1,641,057. Refunding of the Series 2013 Portion of GO Refunding Bonds, Series 2017B, generates a NPV savings of 4.926% or \$828,875, the average annual cash flow savings is approximately \$63,121. Refunding of the Series 2011A Portion of GO Refunding Bonds, Series 2017B, generates a NPV savings of 6.487% or \$812,182, the average annual cash flow savings is approximately \$65,969.

## Fund Impact

SUMMARY OF FUND IMPACT BY FUND	
FUND:	410 BOND DEBT SERVICE FUND
Fund Impact (Budgetary)	\$0
Fund Impact (Transfers)	\$0
<b>TOTAL FUND IMPACT</b>	<b>\$0</b>

SUMMARY OF CNTY FUNDING IMPACT BY DEPT				
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
5150000000 BOND DEBT SERVICE PRGM	31,284,304	31,284,304	0	0
<b>TOTALS</b>	<b>31,284,304</b>	<b>31,284,304</b>	<b>0</b>	<b>0</b>

## Approvals

Division Director: \_\_\_\_\_

Date: \_\_\_\_\_

Dept. or Elected Fiscal Mgr: \_\_\_\_\_

Date: 10/12/17

Dept. Dir. or Elected Official: \_\_\_\_\_

Date: \_\_\_\_\_

Facilities Division Director:  
(Capital Projects Only)

Date: \_\_\_\_\_

Chief Financial Officer: \_\_\_\_\_

Date: 10-12-17

Mayor or Designee: \_\_\_\_\_

Date: 10-12-17

Council Action: \_\_\_\_\_

Date: \_\_\_\_\_

Approve

## Budget Adjustment Detail

**Budget Year:** 2017      **\* Requesting Department:** 51500000 BOND DEBT SERVICE  
**Budget Period:** Fall/Next Year      **\* Req Item No:** 515000\_01      **\* Adjustment Title:** GO 2017B Refunding Bonds  
**Adjustment Type(s):** Technical

**Expense Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
410	050	5150000000	760200			31,069,745
410	050	5150000000	639025			64,559
410	050	5150000000	639025			150,000

**TOTAL EXPENDITURE CHANGE:** \$31,284,304

**Revenue Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
410	050	5150000000	710200			29,345,000
410	050	5150000000	710210			1,939,304

**TOTAL REVENUE CHANGE:** \$31,284,304

**Balance Sheet/Fund Unrestriction String(s):**

☐ Bal sheet strings only required for Proprietary Fund adjustments or fund unrestrictedions; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL. SHT or 499999	
		BAL. SHT or 499999	

**TOTAL BALANCE SHEET CHANGE:** \$0

\* **One Time Change (Y or N):** Y      **No. of New FTEs:** 0.00 (2)  
**If No, next year's impact:**      **No. of New Time Limited FTEs:** 0.00 (2)  
    **No. of Transferred FTEs:** 0.00 (2)  
    **No. of Other FTEs:** 0.00 (2)

**Fund Balance Transfers:**

From Fund	From Dept ID	To Fund	To Dept ID	Amount

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

Series 2017B has a combined NPV savings of \$1,641,057. Refunding of the Series 2013 Portion of GO Refunding Bonds, Series 2017B, generates a NPV savings of 4.926% or \$828,875, the average annual cash flow savings is approximately \$63,121. Refunding of the Series 2011A Portion of GO Refunding Bonds, Series 2017B, generates a NPV savings of 6.487% or \$812,182, the average annual cash flow savings is approximately \$65,969.

(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.

## Salt Lake County, Utah

### \$29,345,000 General Obligation Refunding Bonds

#### Series 2017B

(Final Numbers: Breakdown by Series)

#### Gross Debt Service Comparison

Date	Principal	Coupon	Interest	New D/S	Old D/S	Savings	Fiscal Total
10/18/2017	-	-	-	(5,991.59)	-	5,991.59	-
12/15/2017	-	-	153,250.84	153,250.84	536,034.38	382,783.54	388,775.13
06/15/2018	-	-	483,950.00	483,950.00	536,034.38	52,084.38	-
12/15/2018	200,000.00	5.000%	483,950.00	683,950.00	536,034.38	(147,915.62)	(95,831.24)
06/15/2019	-	-	478,950.00	478,950.00	536,034.38	57,084.38	-
12/15/2019	225,000.00	5.000%	478,950.00	703,950.00	536,034.38	(167,915.62)	(110,831.24)
06/15/2020	-	-	473,325.00	473,325.00	536,034.38	62,709.38	-
12/15/2020	1,620,000.00	5.000%	473,325.00	2,093,325.00	2,076,034.38	(17,290.62)	45,418.76
06/15/2021	-	-	432,825.00	432,825.00	512,934.38	80,109.38	-
12/15/2021	1,700,000.00	5.000%	432,825.00	2,132,825.00	2,097,934.38	(34,890.62)	45,218.76
06/15/2022	-	-	390,325.00	390,325.00	489,159.38	98,834.38	-
12/15/2022	1,800,000.00	5.000%	390,325.00	2,190,325.00	2,114,159.38	(76,165.62)	22,668.76
06/15/2023	-	-	345,325.00	345,325.00	464,784.38	119,459.38	-
12/15/2023	1,875,000.00	5.000%	345,325.00	2,220,325.00	2,144,784.38	(75,540.62)	43,918.76
06/15/2024	-	-	298,450.00	298,450.00	1,702,484.38	1,404,034.38	-
12/15/2024	3,200,000.00	5.000%	298,450.00	3,498,450.00	2,140,859.38	(1,357,590.62)	46,443.76
06/15/2025	-	-	218,450.00	218,450.00	1,705,496.88	1,487,046.88	-
12/15/2025	3,350,000.00	2.000%	218,450.00	3,568,450.00	2,142,246.88	(1,426,203.12)	60,843.76
06/15/2026	-	-	184,950.00	184,950.00	1,695,746.88	1,510,796.88	-
12/15/2026	2,225,000.00	2.000%	184,950.00	2,409,950.00	874,106.25	(1,535,843.75)	(25,046.87)
06/15/2027	-	-	162,700.00	162,700.00	1,713,137.50	1,550,437.50	-
12/15/2027	2,300,000.00	2.100%	162,700.00	2,462,700.00	859,437.50	(1,603,262.50)	(52,825.00)
06/15/2028	-	-	138,550.00	138,550.00	1,733,000.00	1,594,450.00	-
12/15/2028	2,325,000.00	2.300%	138,550.00	2,463,550.00	838,100.00	(1,625,450.00)	(31,000.00)
06/15/2029	-	-	111,812.50	111,812.50	1,750,500.00	1,638,687.50	-
12/15/2029	2,400,000.00	2.450%	111,812.50	2,511,812.50	819,400.00	(1,692,412.50)	(53,725.00)
06/15/2030	-	-	82,412.50	82,412.50	1,771,300.00	1,688,887.50	-
12/15/2030	2,425,000.00	2.600%	82,412.50	2,507,412.50	798,900.00	(1,708,512.50)	(19,625.00)
06/15/2031	-	-	50,887.50	50,887.50	1,790,300.00	1,739,412.50	-
12/15/2031	1,825,000.00	2.700%	50,887.50	1,875,887.50	71,600.00	(1,804,287.50)	(64,875.00)
06/15/2032	-	-	26,250.00	26,250.00	1,826,600.00	1,800,350.00	-
12/15/2032	1,875,000.00	2.800%	26,250.00	1,901,250.00	36,500.00	(1,864,750.00)	(64,400.00)
06/15/2033	-	-	-	-	1,861,500.00	1,861,500.00	-
12/15/2033	-	-	-	-	-	-	1,861,500.00
<b>Total</b>	<b>\$29,345,000.00</b>	<b>-</b>	<b>\$7,911,575.84</b>	<b>\$37,250,584.25</b>	<b>\$39,247,212.59</b>	<b>\$1,996,628.34</b>	<b>-</b>

#### PV Analysis Summary (Gross to Gross)

Gross PV Debt Service Savings	1,635,064.97
Contingency or Rounding Amount	5,991.59
<b>Net Present Value Benefit</b>	<b>\$1,641,056.56</b>
Net PV Benefit / \$28,475,000 Refunded Principal	5.763%
Net PV Benefit / \$29,345,000 Refunding Principal	5.592%
<b>Average Annual Cash Flow Savings</b>	<b>117,448.73</b>

#### Refunding Bond Information

Refunding Dated Date	10/18/2017
Refunding Delivery Date	10/18/2017

2017B GO by Series | Issue Summary | 10/4/2017 | 12:38 PM



## Salt Lake County, Utah

\$29,345,000 General Obligation Refunding Bonds, Series 2017B

(\$12,520,000 Refund Series 2011A Portion)

(Final Numbers)

### Gross Debt Service Comparison

Date	Principal	Coupon	Interest	New D/S	Old D/S	Savings	Fiscal Total
10/18/2017	-	-	-	(4,327.65)	-	4,327.65	-
12/15/2017	-	-	77,318.13	77,318.13	222,118.75	144,800.62	149,128.27
06/15/2018	-	-	244,162.50	244,162.50	222,118.75	(22,043.75)	-
12/15/2018	-	-	244,162.50	244,162.50	222,118.75	(22,043.75)	(44,087.50)
06/15/2019	-	-	244,162.50	244,162.50	222,118.75	(22,043.75)	-
12/15/2019	-	-	244,162.50	244,162.50	222,118.75	(22,043.75)	(44,087.50)
06/15/2020	-	-	244,162.50	244,162.50	222,118.75	(22,043.75)	-
12/15/2020	1,370,000.00	5.000%	244,162.50	1,614,162.50	1,762,118.75	147,956.25	125,912.50
06/15/2021	-	-	209,912.50	209,912.50	199,018.75	(10,893.75)	-
12/15/2021	1,450,000.00	5.000%	209,912.50	1,659,912.50	1,784,018.75	124,106.25	113,212.50
06/15/2022	-	-	173,662.50	173,662.50	175,243.75	1,581.25	-
12/15/2022	1,525,000.00	5.000%	173,662.50	1,698,662.50	1,800,243.75	101,581.25	103,162.50
06/15/2023	-	-	135,537.50	135,537.50	150,868.75	15,331.25	-
12/15/2023	1,600,000.00	5.000%	135,537.50	1,735,537.50	1,830,868.75	95,331.25	110,662.50
06/15/2024	-	-	95,537.50	95,537.50	123,568.75	28,031.25	-
12/15/2024	1,675,000.00	5.000%	95,537.50	1,770,537.50	1,858,568.75	88,031.25	116,062.50
06/15/2025	-	-	53,662.50	53,662.50	93,206.25	39,543.75	-
12/15/2025	1,750,000.00	2.000%	53,662.50	1,803,662.50	1,893,206.25	89,543.75	129,087.50
06/15/2026	-	-	36,162.50	36,162.50	61,706.25	25,543.75	-
12/15/2026	600,000.00	2.000%	36,162.50	636,162.50	646,706.25	10,543.75	36,087.50
06/15/2027	-	-	30,162.50	30,162.50	50,737.50	20,575.00	-
12/15/2027	625,000.00	2.100%	30,162.50	655,162.50	660,737.50	5,575.00	26,150.00
06/15/2028	-	-	23,600.00	23,600.00	39,300.00	15,700.00	-
12/15/2028	625,000.00	2.300%	23,600.00	648,600.00	669,300.00	20,700.00	36,400.00
06/15/2029	-	-	16,412.50	16,412.50	26,700.00	10,287.50	-
12/15/2029	650,000.00	2.450%	16,412.50	666,412.50	681,700.00	15,287.50	25,575.00
06/15/2030	-	-	8,450.00	8,450.00	13,600.00	5,150.00	-
12/15/2030	650,000.00	2.600%	8,450.00	658,450.00	693,600.00	35,150.00	40,300.00
<b>Total</b>	<b>\$12,520,000.00</b>	<b>-</b>	<b>\$3,108,493.13</b>	<b>\$15,624,165.48</b>	<b>\$16,547,731.25</b>	<b>\$923,565.77</b>	<b>-</b>

### PV Analysis Summary (Gross to Gross)

Gross PV Debt Service Savings	807,854.49
Contingency or Rounding Amount	4,327.65
<b>Net Present Value Benefit</b>	<b>\$812,182.14</b>
Net PV Benefit / \$13,125,000 Refunded Principal	6.188%
Net PV Benefit / \$12,520,000 Refunding Principal	6.487%
<b>Average Annual Cash Flow Savings</b>	<b>65,968.98</b>

### Refunding Bond Information

Refunding Dated Date	10/18/2017
Refunding Delivery Date	10/18/2017

2017B GO by Series | Refund 2011A | 10/4/2017 | 12:38 PM

## Salt Lake County, Utah

\$29,345,000 General Obligation Refunding Bonds, Series 2017B

(\$16,825,000 Refund Series 2013 Portion)

(Final Numbers)

### Gross Debt Service Comparison

Date	Principal	Coupon	Interest	New D/S	Old D/S	Savings	Fiscal Total
10/18/2017	-	-	-	(1,663.94)	-	1,663.94	-
12/15/2017	-	-	75,932.71	75,932.71	313,915.63	237,982.92	239,646.86
06/15/2018	-	-	239,787.50	239,787.50	313,915.63	74,128.13	-
12/15/2018	200,000.00	5.000%	239,787.50	439,787.50	313,915.63	(125,871.87)	(51,743.74)
06/15/2019	-	-	234,787.50	234,787.50	313,915.63	79,128.13	-
12/15/2019	225,000.00	5.000%	234,787.50	459,787.50	313,915.63	(145,871.87)	(66,743.74)
06/15/2020	-	-	229,162.50	229,162.50	313,915.63	84,753.13	-
12/15/2020	250,000.00	5.000%	229,162.50	479,162.50	313,915.63	(165,246.87)	(80,493.74)
06/15/2021	-	-	222,912.50	222,912.50	313,915.63	91,003.13	-
12/15/2021	250,000.00	5.000%	222,912.50	472,912.50	313,915.63	(158,996.87)	(67,993.74)
06/15/2022	-	-	216,662.50	216,662.50	313,915.63	97,253.13	-
12/15/2022	275,000.00	5.000%	216,662.50	491,662.50	313,915.63	(177,746.87)	(80,493.74)
06/15/2023	-	-	209,787.50	209,787.50	313,915.63	104,128.13	-
12/15/2023	275,000.00	5.000%	209,787.50	484,787.50	313,915.63	(170,871.87)	(66,743.74)
06/15/2024	-	-	202,912.50	202,912.50	1,578,915.63	1,376,003.13	-
12/15/2024	1,525,000.00	5.000%	202,912.50	1,727,912.50	282,290.63	(1,445,621.87)	(69,618.74)
06/15/2025	-	-	164,787.50	164,787.50	1,612,290.63	1,447,503.13	-
12/15/2025	1,600,000.00	2.000%	164,787.50	1,764,787.50	249,040.63	(1,515,746.87)	(68,243.74)
06/15/2026	-	-	148,787.50	148,787.50	1,634,040.63	1,485,253.13	-
12/15/2026	1,625,000.00	2.000%	148,787.50	1,773,787.50	227,400.00	(1,546,387.50)	(61,134.37)
06/15/2027	-	-	132,537.50	132,537.50	1,662,400.00	1,529,862.50	-
12/15/2027	1,675,000.00	2.100%	132,537.50	1,807,537.50	198,700.00	(1,608,837.50)	(78,975.00)
06/15/2028	-	-	114,950.00	114,950.00	1,693,700.00	1,578,750.00	-
12/15/2028	1,700,000.00	2.300%	114,950.00	1,814,950.00	168,800.00	(1,646,150.00)	(67,400.00)
06/15/2029	-	-	95,400.00	95,400.00	1,723,800.00	1,628,400.00	-
12/15/2029	1,750,000.00	2.450%	95,400.00	1,845,400.00	137,700.00	(1,707,700.00)	(79,300.00)
06/15/2030	-	-	73,962.50	73,962.50	1,757,700.00	1,683,737.50	-
12/15/2030	1,775,000.00	2.600%	73,962.50	1,848,962.50	105,300.00	(1,743,662.50)	(59,925.00)
06/15/2031	-	-	50,887.50	50,887.50	1,790,300.00	1,739,412.50	-
12/15/2031	1,825,000.00	2.700%	50,887.50	1,875,887.50	71,600.00	(1,804,287.50)	(64,875.00)
06/15/2032	-	-	26,250.00	26,250.00	1,826,600.00	1,800,350.00	-
12/15/2032	1,875,000.00	2.800%	26,250.00	1,901,250.00	36,500.00	(1,864,750.00)	(64,400.00)
06/15/2033	-	-	-	-	1,861,500.00	1,861,500.00	-
12/15/2033	-	-	-	-	-	-	1,861,500.00
<b>Total</b>	<b>\$16,825,000.00</b>	<b>-</b>	<b>\$4,803,082.71</b>	<b>\$21,626,418.77</b>	<b>\$22,699,481.34</b>	<b>\$1,073,062.57</b>	<b>-</b>

### PV Analysis Summary (Gross to Gross)

Gross PV Debt Service Savings	827,210.48
Contingency or Rounding Amount	1,663.94
Net Present Value Benefit	\$828,874.42
Net PV Benefit / \$15,350,000 Refunded Principal	5.400%
Net PV Benefit / \$16,825,000 Refunding Principal	4.926%
Average Annual Cash Flow Savings	63,121.33

### Refunding Bond Information

Refunding Dated Date	10/18/2017
Refunding Delivery Date	10/18/2017

2017B GO by Series | Refund 2013 | 10/ 4/2017 | 12:38 PM

# REQUEST FOR BUDGET ADJUSTMENT

15.18

## Executive Summary

Reference No: 503700YE03	For Fiscal Year: <b>2017</b>
Requesting Organization: 50370000 EXCISE TAX ROAD P	Date of Request: 11-Oct-17
Budget Adjust Type(s): Technical	One Time Change (Y or N): Y
	If No, next year's impact: \$0
	Net FTE Change: 0.00

### Description and Justification:

Closure of Excise Tax Bond Fund Projects: This budget adjustment is to reimburse projects that were originally paid from Class B and Sales Tax Funds with Excise Tax Bond funds. All project expenses were incurred during the eligibility period for the Excise Tax Bond funds. This will close the unincorporated portion of the Excise Tax. See attached list for affected projects.

## Fund Impact

### SUMMARY OF FUND IMPACT BY FUND

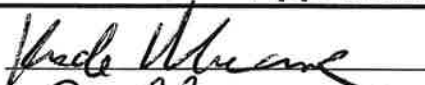
FUND:	235 UNINCORP MUNICIPAL SERVICES FUND	270 CLASS B & COLLECTOR ROAD FUND	426 EXCISE TAX ROAD REV BOND PROJECTS FUND
Fund Impact (Budgetary)	\$0	\$0	\$0
Fund Impact (Transfers)	\$4,401,816	\$1,700,044	(\$6,101,860)
TOTAL FUND IMPACT	\$4,401,816	\$1,700,044	(\$6,101,860)

### SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
TOTALS	0	0	0	0

## Approvals

Division Director:



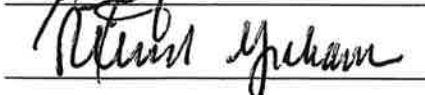
Date: 10/11/2017

Dept. or Elected Fiscal Mgr:



Date: 10-11-17

Dept. Dir. or Elected Official:



Date: 10-11-17

Facilities Division Director:  
(Capital Projects Only)



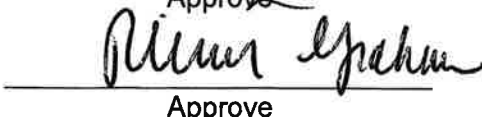
Date: \_\_\_\_\_

Chief Financial Officer:

Approve

Date: 10-12-17

Mayor or Designee:

  
Approve

Date: 10-12-17

Council Action:

Approve

Date: \_\_\_\_\_

## Budget Adjustment Detail

**Budget Year:** 2017      **\* Requesting Department:** 50370000 EXCISE TAX ROAD PROJECTS UNINCORP  
**Budget Period:** Post June Year-End      **\* Req Item No:** 503700YE03      **\* Adjustment Title:** Closure of Excise Tax Bond Fund Projects  
**Adjustment Type(s):** Technical

**Expense Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
<b>TOTAL EXPENDITURE CHANGE:</b>						<b>\$0</b>

**Revenue Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
<b>TOTAL REVENUE CHANGE:</b>						<b>\$0</b>

**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
		BAL_SHT or 499999	
		BAL_SHT or 499999	
		BAL_SHT or 499999	
<b>TOTAL BALANCE SHEET CHANGE:</b>			<b>\$0</b>

\* One Time Change (Y or N): Y  
 If No, next year's impact:

No. of New FTEs: 0.00 (2)  
 No. of New Time Limited FTEs: 0.00 (2)  
 No. of Transferred FTEs: 0.00 (2)  
 No. of Other FTEs: 0.00 (2)

**Fund Balance Transfers:**

From Fund	From Dept ID	To Fund	To Dept ID	Amount
426	5037000000	270	4550000000	1,700,044
426	5037000000	235	5023000000	4,401,816

**Description and justification: (Attach additional pages as needed.)\***

This budget adjustment is to reimburse projects that were originally paid from Class B and Sales Tax Funds with Excise Tax Bond funds. All project expenses were incurred during the eligibility period for the Excise Tax Bond funds. This will close the unincorporated portion of the Excise Tax. See attached list for affected projects.

(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.

Class B, Dept 4550000000, Expenses 2014 - 2016

Project #	Total 2014-2016	Proposed	Project Name
CB140001	\$ 16,238.75		Dimple Dell Roadway Improvement
CB140002	\$ 20,530.87		Culvert Study
CB140003	\$ 152,360.54	\$ 152,360.54	Achilles DR Culvert @ Neffs
CB140007	\$ 132,210.02		Bicycle Signal Upgrade
CB140009	\$ 48,914.85		3300 S Sidewalk, 1100 E - 1200 E
CJ_020002	\$ 7,167.90		7300 W Southwest Rd Improvement
CJ_040006	\$ 3,550.00		3900 S Widening Highland Drive
CJ_040014	\$ 132,437.55	\$ 132,437.55	Rose Canyon Road Improvements
CJ_080007	\$ 75,000.00		Honeycutt Road Culvert Replace
CJ2130004	\$ 367,545.58	\$ 277,847.54	4700 S Environmental
CJ3090002	\$ 52,166.24	\$ 52,166.24	7200 W Reconstruction
CJ3120007	\$ 223,272.14	\$ 40,092.14	Magna Main Street 8400 - 8800 W
CJ3120008	\$ 68,661.66		8400 W Sidewalk
CJ4130005	\$ 146,846.78	\$ 146,846.78	SR-111 Guardrail Replacement
CJ5130001	\$ 442,103.63	\$ 263,942.83	2300 E Safety Project
CJ5130002	\$ 634,349.89	\$ 634,349.89	1950 E @ Millcreek Culvert Rep
EFCCB150001	\$ 3,789.17		8000 W, SR201 - 4700 S
EFCCB150002	\$ 27,115.32		7200 W Bridge at USL Canal
EFCCB160002	\$ 343.75		9400 S, 3000 E to 3100 E
EFCCB160003	\$ 453.42		3500 S, 7640 W to 7690 W
EFCCB160004	\$ 3,975.00		Camp Kearns Improvements
EFCCBXX1002	\$ 472,196.36		CB Overhead and Other Charges
EFCCBXX1004	\$ 550.00		CB Misc Non-Cap Bridget Culvert
EFCCBXX1006	\$ 19,043.82		CB Misc Traffic Studies
FUND_BAL_TRNS	\$ 255,000.00		
Total	\$ 3,305,823.24	\$ 1,700,043.51	

Project Revenues

Row Labels	Sum of Amount
CB140007	\$ (50,000.00)
CB140009	\$ (66,102.28)
CBXX1000	\$ (107,806.68)
CBXX1001	\$ (14,913,312.69)
CJ_020002	\$ (10,981.66)
CJ_950131	\$ (33,356.06)
CJ2130004	\$ (89,698.04)
CJ3120007	\$ (183,180.00)
CJ3120008	\$ (86,401.29)
CJ5130001	\$ (178,160.80)
EFCCB150002	\$ (5,393.32)
EFCCBXX1002	\$ (81,741.37)
(blank)	\$ (15,387.30)
Grand Total	\$ (15,821,521.49)

Municipal Capital, Dept 5600000000, Expenses 2014 - 2016, PWE Expenses Only

PC Bus Unit EFC01

Project #	Total 2014 - 2016	Proposed	Project Name
CI_070002	\$ 434,304.88	\$ 434,304.88	Cyprus 8800 W Storm Drain
CI_080010	\$ 350,841.64	\$ 318,711.64	1100 E 3300 S to 3750 S Sidewalk
CI_110014	\$ 395,294.31		Riches Ave Storm Drain
CI_120016	\$ 38,214.36		Unincorporated Bicycle TIP
CI_120019	\$ 12,995.87	\$ 6,587.97	Killyons Canyon
CI_130014	\$ 3,325.00		Upper Emigration Guardrail
CI2120009	\$ 8,433.00		Kearns Master Plan
CI2130009	\$ 2,399.93		Lodestone Detention Pond
CI5110009	\$ 1,379.36		3300 S 1100 E to 100 E Sidewalk
CI5120001	\$ 155,297.88		Honeycut SW 1850 E
CI5120002	\$ 57,034.99		3900 S SW & Ret Wall
CI5120004	\$ 178,241.80	\$ 178,241.80	2700 E S-Curve Sidewalk
CI5130008	\$ 280,909.32	\$ 280,909.32	1300 E Sidewalk 4000 S to 4500 S
CI6120012	\$ 107,482.78		Emigration Canyon Slope Stabilization
CI7120003	\$ 785,766.09	\$ 785,766.09	Garnet St SW (West Side)
CI7130021	\$ 329,091.67	\$ 314,408.77	Amaryllis Storm Drain
CI7130023	\$ 299,404.52		Serpentine Way SD Project
CI9120013	\$ 192.27		Willow Creek Drive
CI9130007	\$ 68,556.30		Mt Jordan Road SW, Curb, Gutter
EFCMC150001	\$ 35,635.57		Unincorporated Stormwater Monitor Sites
EFCMC160005	\$ 22,894.61		3100 S 8000 W Radar
EFCMC160006	\$ 7,402.86		Meadowbrook Main Street
EFCMC160008	\$ 475.00		Magna Detention Ponds
EFCMCX1000	\$ 3,800.00		MC Storm Drain Small Projects
MC140001	\$ 1,308,606.65	\$ 1,308,606.65	5400 S Kearns SD Repair
MC140002	\$ 115,997.36		Sidewalk Study
MC140003	\$ 147,080.69		2014 Traffic Calming Projects
MC140004	\$ 201,150.75		Oakview Drive Sidewalk
MC140005	\$ 84,797.69		Doreen Drive Sidewalk
MC140006	\$ 95,810.55		2700 E SW, 4450 - 4500 S East Side
MC140007	\$ 114,673.96		3500 S SW, 8400-8600 W North
MC140008	\$ 34,854.15		615 E Sidewalk
MC140009	\$ 490,239.79	\$ 387,368.59	3900 S Sidewalk, Sunnydale
MC140010	\$ 169,703.09	\$ 169,703.09	1700 E Sidewalk, 8685 S-8860 S
MC140011	\$ 56,656.49		Upland Dr SW, 2700 E - Terrace
MC140012	\$ 70,201.42		Imperial Ave Sidewalk
MC140013	\$ 217,207.55	\$ 217,207.55	Millcreek Canyon Bike Lanes
Total	\$ 6,686,354.15	\$ 4,401,816.35	

Project Revenues

Row Labels	Sum of Amount
CI_080010	\$ (32,130.00)
CI_110014	\$ (485,019.79)
CI2130009	\$ (122,520.84)
CI5120002	\$ (3,737.00)
CI7130021	\$ (14,682.85)
EFCMC160004	\$ (6,442.31)
EFCMC160005	\$ (23,478.89)
EFCMC160006	\$ (7,402.86)
MC140009	\$ (22,830.00)
OK10	\$ (3,608,338.49)
PAR15_KLPK01	\$ (500,000.00)
(blank)	\$ (80,041.16)
Grand Total	\$ (4,906,624.19)

MC140009

# REQUEST FOR BUDGET ADJUSTMENT

1519

## Executive Summary

Reference No: 450000YE05 For Fiscal Year: 2017  
 Requesting Organization: 45000000 TOWNSHIP ENGINEER Date of Request: 11-Oct-17  
 Budget Adjust Type(s): New Revenue and Expenditure One Time Change (Y or N): N  
 If No, next year's impact: \$0  
 Net FTE Change: 0.00

### Description and Justification:

PW Ops Inspectors for Excavation Permits: Public Works Operations (PWOps) provides 2 part-time inspectors to inspect excavation permits for Public Works Engineering (PWE). In the past, PWE has reimbursed PWOps for the inspectors by splitting permit revenue 50/50 up to \$75,000 per year. With the creation of the Greater Salt Lake Municipal Services District (GSLMSD) and Millcreek City, the permit revenue goes to the individual jurisdictions. This budget adjustment is to establish a budget for PWE to reimburse PW Ops for the permit inspection services. The GSLMSD will reimburse PWE \$75,000 through interlocal revenue.

## Fund Impact

SUMMARY OF FUND IMPACT BY FUND	
FUND:	735 PUBLIC WORKS 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
4500000300 PW-PERMITS AND REGULATORY	75,000	75,000	0	0
TOTALS	75,000	75,000	0	0

## Approvals

Division Director: [Signature]

Date: 10/11/2017

Dept. or Elected Fiscal Mgr: [Signature]

Date: 10-11-2017

Dept. Dir. or Elected Official: [Signature]

Date: 10-11-17

Facilities Division Director:  
(Capital Projects Only) [Signature]

Date: \_\_\_\_\_

Chief Financial Officer: [Signature]

Date: 10-11-17

Approve ☒

Mayor or Designee: [Signature]

Date: 10-12-17

Approve

Council Action: \_\_\_\_\_

Date: \_\_\_\_\_

Approve

Budget Adjustment Detail									
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**Budget Year:** 2017

\* Requesting Department: 45000000 TOWNSHIP ENGINEERING SERVICES

**Budget Period:** Post June Year-End \* **Req Item No:** 450000YE05 \* **Adjustment Title:** PW Ops Inspectors for Excavation Permits

Adjustment Type(s): New Revenue and Expenditure

**Expense Budget String(s):**

[illegible]

<b>TOTAL EXPENDITURE CHANGE:</b>		<b>\$75,000</b>
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**Revenue Budget String(s):**[illegible]

<b>TOTAL REVENUE CHANGE:</b>	<b>\$75,000</b>
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**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
		BAL_SHT or 499999	
		BAL_SHT or 499999	
		BAL_SHT or 499999	

TOTAL BALANCE SHEET CHANGE:	\$0
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\* One Time Change (Y or N): N  
If No, next year's impact: \$0

No. of New FTEs:	0.00	(2)
No. of New Time Limited FTEs:	0.00	(2)
No. of Transferred FTEs:	0.00	(2)
No. of Other FTEs:	0.00	(2)

**Fund Balance Transfers:**[illegible]

**Description and justification: (Attach additional pages as needed.)\***

Public Works Operations (PWOps) provides 2 part-time inspectors to inspect excavation permits for Public Works Engineering (PWE). In the past, PWE has reimbursed PWOps for the inspectors by splitting permit revenue 50/50 up to \$75,000 per year. With the creation of the Greater Salt Lake Municipal Services District (GSLMSD) and Millcreek City, the permit revenue goes to the individual jurisdictions. This budget adjustment is to establish a budget for PWE to reimburse PW Ops for the permit inspection services. The GSLMSD will reimburse PWE \$75,000 through interlocal revenue.

(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.



## Gabriel Anguiano

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**From:** Jared C Steffey  
**Sent:** Friday, September 29, 2017 9:47 AM  
**To:** Darrin Casper  
**Cc:** Gabriel Anguiano; Kade Moncur  
**Subject:** RE: 2017 Budget Adjustment 450000YE05

It is completely neutral.

Jared Steffey  
Public Works Fiscal Administrator  
Salt Lake County  
385-468-7056  
[jsteffey@slco.org](mailto:jsteffey@slco.org)

**From:** Darrin Casper  
**Sent:** Wednesday, September 27, 2017 3:48 PM  
**To:** Jared C Steffey <[JSteffey@slco.org](mailto:JSteffey@slco.org)>  
**Cc:** Gabriel Anguiano <[GAnguiano@slco.org](mailto:GAnguiano@slco.org)>; Kade Moncur <[KMoncur@slco.org](mailto:KMoncur@slco.org)>  
**Subject:** Re: 2017 Budget Adjustment 450000YE05

It does. It look neutral on the adjustment. Is it?

Sent from my iPhone

On Sep 27, 2017, at 12:57 PM, Jared C Steffey <[JSteffey@slco.org](mailto:JSteffey@slco.org)> wrote:

Gabe,

What is happening is a change in accounting. Prior to the creation of the MSD and Metro Townships, revenues for permits were recorded on the County as permit revenue. Since the creation of the MSD and the Metro Townships, revenues for permits belong to the Metro Townships and not to the County. Instead the County receives contract revenue from the MSD to pay for the services. The permit revenue goes from the Metro Township to the MSD to cover the cost of services. When the revenue was controlled by the County there would just be a JE that was created to split the revenue between Engineering and Public Works Operations. However, since the County no longer controls the permit revenue we cannot do that Journal Entry. Since we were changing the way that we had to process the payments, we started evaluating whether there was a better way to record the transactions. My thoughts are that the Public Works inspectors are providing a service to Engineering and should bill Engineering for that Service. This would create an intrafund expense and an intrafund revenue. It would also allow us to record the expense against projects rather than just splitting revenues. This helps us to get better cost analysis for things that are done by Engineering. I hope this helps to clear up some of the questions.

Jared Steffey  
Public Works Fiscal Administrator  
Salt Lake County  
385-468-7056  
[jsteffey@slco.org](mailto:jsteffey@slco.org)

**From:** Gabriel Anguiano  
**Sent:** Wednesday, September 27, 2017 11:21 AM  
**To:** Kade Moncur <[KMoncur@slco.org](mailto:KMoncur@slco.org)>; Jared C Steffey <[JSteffey@slco.org](mailto:JSteffey@slco.org)>  
**Cc:** Darrin Casper <[DCasper@slco.org](mailto:DCasper@slco.org)>  
**Subject:** 2017 Budget Adjustment 450000YE05

Gentleman,

Darrin would like to understand this adjustment better. Can either of you please respond via email and give us some more detail on this request?

Thanks!

Gabriel Anguiano Jr  
Associate Budget Administrator, SLCo Mayor's Finance  
(385) 468-7078  
[GAnguiano@slco.org](mailto:GAnguiano@slco.org)

<image001.jpg>

15.20

## REQUEST FOR BUDGET ADJUSTMENT

Executive Summary			
Reference No: 505000YE08		For Fiscal Year: <b>2017</b>	
Requesting Organization: 50500000 CAPITAL IMPROVEME		Date of Request: 11-Oct-17	
Budget Adjust Type(s): New Capital Project		One Time Change (Y or N): Y	
		If No, next year's impact: \$0	
		Net FTE Change: 0.00	
<b>Description and Justification:</b>			
<p>Salt Lake City Sports Complex Boiler Project: Recently the Salt Lake City Sports Complex experienced a complete failure of all four boilers that heat water for the indoor and outdoor pools. County staff were able to get one boiler operational using parts from the other boilers. This fix is temporary and could fail at any time. Engineers from SLC have evaluated the situation with County staff and as an emergency fix, proposes to purchase and install one new boiler. This boiler will be sufficient to maintain water temperatures in the indoor pool. A permanent solution for replacement of the remaining three boilers has been identified and will be completed in 2018. The installation of this boiler is compatible with the overall replacement and will reduce next year's additional costs.</p>			

### Fund Impact

SUMMARY OF FUND IMPACT BY FUND		
FUND:		450 CAPITAL IMPROVEMENTS 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
5050000000 CAPITAL IMPROVEMENTS PRGM	0	0	0	0
TOTALS	0	0	0	0

### Approvals

Division Director:	Date: <u>10/11/17</u>
Dept. or Elected Fiscal Mgr:	Date: <u>10/11/17</u>
Dept. Dir. or Elected Official:	Date: <u>10/11/17</u>
Facilities Division Director: (Capital Projects Only)	Date: <u>10-11-17</u>
Chief Financial Officer:	Date: <u>10-11-17</u>
Mayor or Designee:	Date: <u>10-12-17</u>
Council Action:	Date: _____

## Budget Adjustment Detail

**Budget Year:** 2017      **\* Requesting Department:** 50500000 CAPITAL IMPROVEMENTS  
**Budget Period:** Post June Year-End      **\* Req Item No:** 505000YE08      **\* Adjustment Title:** Salt Lake City Sports Complex Boiler Project  
**Adjustment Type(s):** New Capital Project

**Expense Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
450	050	5050000000	695005		NK010	(60,000)
450	050	5050000000	664005		PART17SLSC1	60,000
<b>TOTAL EXPENDITURE CHANGE:</b>						<b>\$0</b>

**Revenue Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
<b>TOTAL REVENUE CHANGE:</b>						<b>\$0</b>

**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
		BAL_SHT or 499999	
		BAL_SHT or 499999	
		BAL_SHT or 499999	
<b>TOTAL BALANCE SHEET CHANGE:</b>			<b>\$0</b>

\* One Time Change (Y or N): Y  
 If No, next year's impact:  

No. of New FTEs: 0.00 (2)  
 No. of New Time Limited FTEs: 0.00 (2)  
 No. of Transferred FTEs: 0.00 (2)  
 No. of Other FTEs: 0.00 (2)

**Fund Balance Transfers:**

From Fund	From Dept ID	To Fund	To Dept ID	Amount

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

Recently the Salt Lake City Sports Complex experienced a complete failure of all four boilers that heat water for the indoor and outdoor pools. County staff were able to get one boiler operational using parts from the other boilers. This fix is temporary and could fail at any time. Engineers from SLC have evaluated the situation with County staff and as an emergency fix, proposes to purchase and install one new boiler. This boiler will be sufficient to maintain water temperatures in the indoor pool. A permanent solution for replacement of the remaining three boilers has been identified and will be completed in 2018. The installation of this boiler is compatible with the overall replacement and will reduce next year's additional costs.

(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.