



## Board Member Nomination & Application

Board: Animal Services Advisory Board Date: 6/18/2018

Nominated By (if applicable): Robert M. Dahle Robert M. Dahle, Mayor

Applicant Name Holly Smith, Assistant to the City Manager, City of Holladay

Home Address: [REDACTED] City, State, Zip [REDACTED]

Work Address: [REDACTED]

Home Phone: [REDACTED] Work Phone: [REDACTED] E-Mail: [REDACTED]

Would applicant prefer work or home phone/address used as mailing address? work

Salt Lake County Council District #: 4

To find the district you live in go to <http://slco.org/council/district-map/> and click the "Interactive Maps" area. Enter your address into the search box to find your County Council representative. Be sure to enter the District representative rather than the "At Large."

I prefer that my personal contact information remain private and protected Yes ☒ No ☐

Unique qualifications and/or perspectives you would bring to a Board or Commission:

As an employee and resident of the City of Holladay, I have a dual perspective on animal services. I have also been employed by two counties in the Chicago area, and I am familiar with county organization and operations. In addition, I have served on three committees with the Chicago area metropolitan planning organization, providing policy and programming direction. Lastly, I have extensive local government grant writing experience and am familiar with state and federal funding processes.

## Board Member Nomination & Application

Applicant Name Holly Smith

Are you a current member of another county board? Yes ☐ No ☒

If yes, board/commission \_\_\_\_\_

Have you ever been a member of a board or commission in the county? Yes ☐ No ☒

If yes, board/commission \_\_\_\_\_ Dates: \_\_\_\_\_

Are you or any member of your immediate family a county employee? Yes ☐ No ☒

If yes, explain \_\_\_\_\_

Have you ever been convicted of a felony? Yes ☐ No ☒

If yes, explain \_\_\_\_\_

### Demographics (optional)

The information on this section is for statistical purposes and is confidential.

Gender ☒ Female ☐ Male

Age Range ☐ 21-39 ☒ 40-54 ☐ 55-64 ☐ 65+

Race/Ethnicity (please check all that apply)

☐ American Indian/Alaska Native ☐ Asian/Pacific Islander  
☐ Black/African American ☐ Hispanic/Latino  
☒ White/Caucasian ☐ Other (please specify)

Represent a special community? City of Holladay Residents

**Forward this application and nomination to the contact below with a resume:**

**Board Coordinator  
2001 S. State Street, # N2-100  
Salt Lake City, Utah 84190  
Email: boards@slco.org**

# HOLLY VANTASSELL SMITH

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## EXPERIENCE

### **Assistant to the City Manager, City of Holladay**

November 2017—present

*Holladay, Utah*

Senior policy analyst, manages ongoing community enhancement projects and studies, including the implementation of City Park and Knudsen Park, exploration of long-term Capital revenue strategies, and evaluation of existing contract services; pursuing economic development opportunities, automation and e-government expansion, and staff performance training; lead grant and RFP writer.

### **Consultant – Grant Writing Services and Special Projects**

Apr 2011 – present

*Primary client City of Holladay*

Secured 36+ grants totaling approximately \$14 million over 7 years; developed full grant proposals to Federal, State, private foundations, nonprofit organizations, and other agencies; bolstered project readiness and regional relationships; led pre-implementation project management and agency coordination; conducted research and drafted language for new policy and programs; and assisted with RFPs and contractor selection.

### **Deputy Director, Council of Mayors, Chicago MPO & Transportation Planner, Kane County, Illinois (Dual Position)**

Jan 2008 – Jan 2009

*St. Charles, Illinois*

Managed a \$4.5 million annual Federal Surface Transportation (STP) grant program; prepared dozens of applications annually on behalf of Kane County to various State and Federal transportation grant programs; supervised Regional Planning Liaison; planned multi-county transit workshops; prepared annual budget and contracts with regional agencies; contributed to development of intergovernmental coordination structure.

### **Regional Planning Liaison, Council of Mayors, Chicago MPO & Transportation Planner, Kane County, Illinois (Dual Position)**

Jun 2005 – Jan 2008

*St. Charles, Illinois*

Contributed to development of the first public transit program in Kendall County, securing \$2 million in grants for a new centralized paratransit call center in Kane County, and commuter rail extension initiative; redesigned Council and Division of Transportation websites; participated in funding programming activities for the Kane County 2030 Transportation Plan, 5-Year Transportation Improvement Program, and 2030 Regional Transportation Plan.

### **City Management Graduate Intern, Village of Riverside**

Jan 2004 – Jun 2005

*Riverside, Illinois*

Managed education campaigns for two successful referendums; initiated 2005 community-wide citizen survey; implemented e-government work order tracking development; created an economic development welcoming program; coordinated two community cable station programs; redesigned City website; managed a public works open house; facilitated replacement of village government data processing equipment; and editor of monthly community newsletter.

### **Major Gifts Assistant, The Field Museum of Natural History**

Nov 2002 – Apr 2003

*Chicago, Illinois*

Trained in Blackbaud database management; completed fundraising module from the Center on Philanthropy at Indiana University; supported major gift-donor relations by composing correspondence, drafting funding proposals, and preparing campaign materials; organized individual giving internal files and donation records.

### **Public Information Specialist, University of Utah 2002 Olympics**

Jan 2000 – June 2002

*Salt Lake City, Utah*

Assisted with Olympics information campaign, including print materials, presentations, and website development and management; contributed to staging, transportation, and security; managed special events (tours of Olympic venues, open houses, and volunteer training); supervised Presentation Managing Assistant; contributed to 2002 Final Report; and compiled institutional guide for hosting the Games.

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## EDUCATION

Master of Public Administration, Urban Management Emphasis  
Northern Illinois University, December 2005

- Pi Alpha Alpha Honor Society
- Distinguished Manuscript Award
- Scholars Award for Academic Achievement
- ILCMA Conference Scholarship Recipient
- IAMMA Conference Scholarship Recipient

Bachelor of Science, Urban Planning  
University of Utah, June 2000

- University Leadership Scholarship
- College of Social and Behavioral Science Honor Roll Scholarship

## OTHER

### Service:

2015-17, Cottonwood Elementary School PTA, Vice President  
2007-09, Chicago Metropolitan Agency for Planning, Human Services Committee Vice-Chair  
2006-09, Chicago Metropolitan Agency for Planning, Policy Committee Member  
2006-09, Chicago Metropolitan Agency for Planning, Programming Committee Member  
2004-05, Southwest Conference of Mayors, Representative for Village of Riverside  
2002, International Olympic Committee Transfer of Knowledge Program, Team Member  
2001, Salt Lake County, Aging and Adult Services, Foster Grandparents, Volunteer  
2000, Utah Legal Services, Volunteer  
1998-99, Salt Lake School District, Bennion Elementary School, Reading Volunteer

### Professional Associations with Current or Past Activity:

International City/County Management Association (ICMA)  
Utah City/County Management Association (UCMA)  
Grant Professionals Association (GPA)  
American Planning Association (APA)  
Illinois City / County Management Association (ILCMA)  
Illinois Association of Municipal Management Assistants (IAMMA)

### Hobbies and Interests

Spending quality time with husband and sons, Pilates, travel, hiking, baking, art, reading, architecture, design, and DIY home improvement projects.

## REFERENCES

Dr. David W. Pershing  
Past President, University of Utah

[REDACTED]

Mr. Steve Coffinbargar  
Assistant Director of Transportation  
Kane County Division of Transportation

[REDACTED]

Mr. Randy Fitts  
Former City Manager, City of Holladay

[REDACTED]

Mayor Rob Dahle  
City of Holladay

[REDACTED]

Ms. Kathleen Rush  
Former City Manager, Village of Riverside, IL  
Vice President, GovHR USA

[REDACTED]

Mr. Wayne McCormack  
Former Director, 2002 Olympic Coordination  
Law Professor, University of Utah

[REDACTED]

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## Board Appointment Approval

**Ben McAdams**

Salt Lake County Mayor

**Erin Litvack**

Deputy Mayor, County Services

**Rick Graham**

Deputy Mayor, Operations

**Karen Hale**

Deputy Mayor, Community  
& External Affairs

**Darrin Casper**

Deputy Mayor, Finance  
& Administration

On the 17th day of July 2018 the Salt Lake County Council consents to the appointment of Ms. Holly Smith as the representative from Holladay City on the *Animal Services Advisory Committee*.

Her term will begin July 17, 2018 and end January 1, 2022.

Salt Lake County Council

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Aimee Winder Newton  
Chair, Salt Lake County Council

Attest:

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Sherrie Swensen, County Clerk

Please instruct the Council Clerk to return this form to Anna Vukin-Chow in the Mayor's Office, N2- 100 to process this appointment.