

The State of Salt Lake County Real Estate

8/13/19

Derrick L. Sorensen, Director

Agenda

- 1.Services provided by Real Estate
- 2.Recent successes
- 3.Current challenges
- 4.Short-term goals
- 5.Long-term goals

Services

- The Salt Lake County Real Estate Division...
 - Acquires County real property
 - Disposes of real property no longer needed by County agencies
 - Manages County-owned real property

The work Real Estate does impacts the duties of agencies throughout the County, including Council, Mayor's Office, Addressing, Engineering, Recorder's Office, Surveyor's Office, and many more.



Recent Successes

- Recently added a new FTE (critical for managing the division's heavy workload)
- Managing large-scale real estate projects, including Shelter the Homeless
- New property disposal ordinance (3.36)
- Process Improvement
 - Data-tracking in SmartSheet
 - Archives in SharePoint
 - Partnership with Information Services

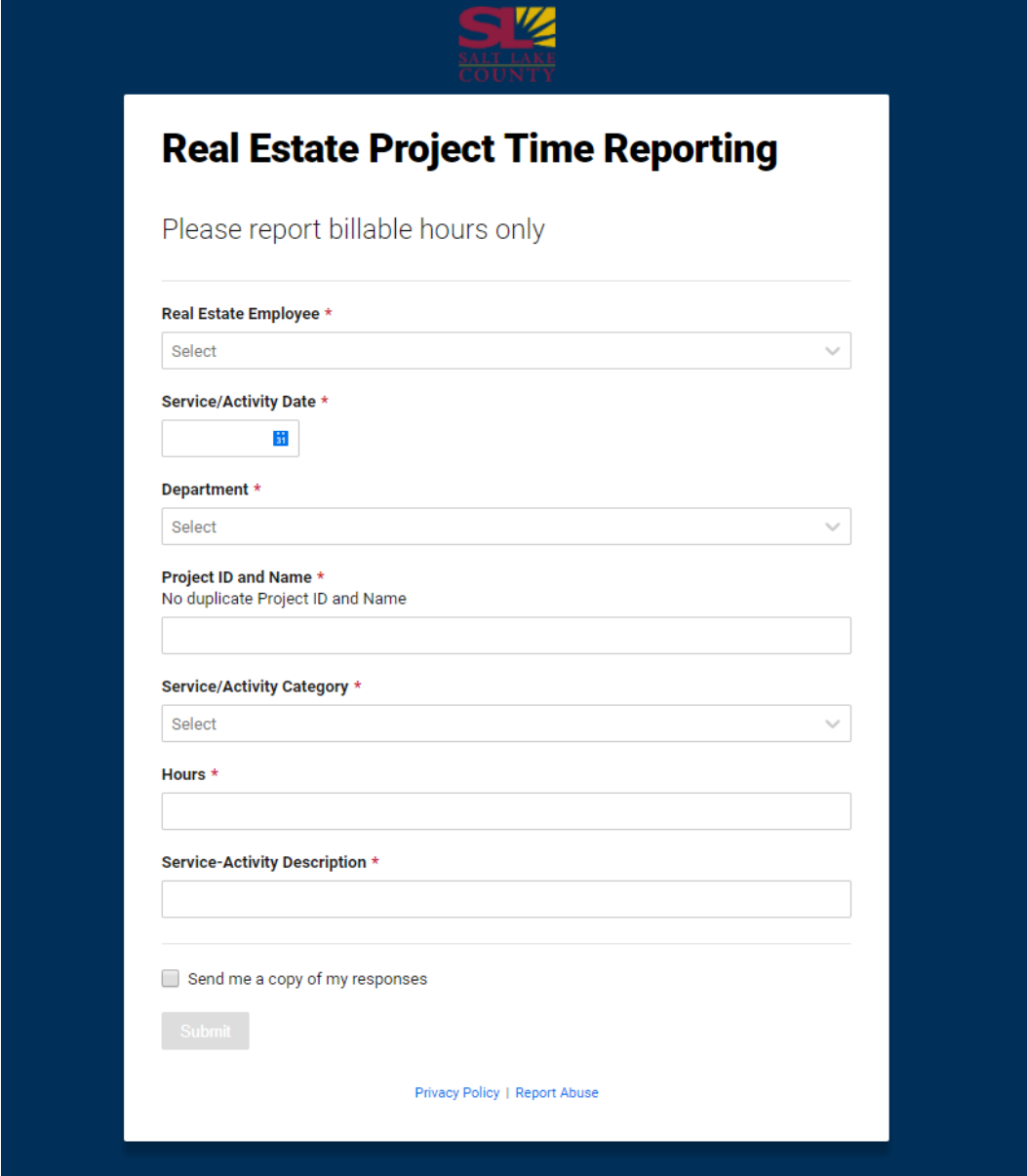


Current Challenges

- Digitizing the division's considerable backlog of paper records
- Establishing workflow connections with other County agencies
 - Though Real Estate's work is intimately connected with agencies throughout the County, much of our data currently exists in isolation

Short-Term Goals

- Consider provisions for a new Property Management ordinance
- Continue migration to SharePoint/SmartSheet
- Property classification system



The screenshot shows a web form titled "Real Estate Project Time Reporting" with the Salt Lake County logo in the top right. The form includes a header instruction "Please report billable hours only". The fields are: "Real Estate Employee *" (a dropdown menu with "Select" as the placeholder), "Service/Activity Date *" (a date picker with a calendar icon), "Department *" (a dropdown menu with "Select" as the placeholder), "Project ID and Name *" (a text field with the instruction "No duplicate Project ID and Name"), "Service/Activity Category *" (a dropdown menu with "Select" as the placeholder), "Hours *" (a text field), and "Service-Activity Description *" (a text field). At the bottom, there is a checkbox labeled "Send me a copy of my responses" and a "Submit" button. Footer links for "Privacy Policy" and "Report Abuse" are located at the bottom right.

Real Estate Project Time Reporting

Please report billable hours only

Real Estate Employee *

Select

Service/Activity Date *

Department *

Select

Project ID and Name *
No duplicate Project ID and Name

Service/Activity Category *

Select


Hours *

Service-Activity Description *

☐ Send me a copy of my responses

Submit

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Long-Term Goals

- Creation of “Master Map” that displays all relevant information for County-owned parcels, including managing agency, tax ID, property classification, etc.
- Long-term process improvement: integrate workflows with our closest partner agencies