

# **SALT LAKE COUNTY**

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## **Meeting Minutes**

**Tuesday, August 22, 2023**

**3:00 PM**

**Room N2-800**

**County Council**

**1. CALL TO ORDER**

**Present:** Council Member Suzanne Harrison  
Council Member Laurie Stringham  
Council Member Jim Bradley  
Council Member Arlyn Bradshaw  
Council Member Dave Alvord  
Council Chair Aimee Winder Newton  
Council Member Ann Granato  
Council Member Dea Theodore

**Call In:** Council Member Sheldon Stewart

Invocation - Reading or Thought - Pledge of Allegiance

**Mr. Chris Stavros**, Assessor, led the Pledge of Allegiance to the Flag of the United States of America.

**2. PUBLIC COMMENT****3. REPORT OF ELECTED OFFICIALS:**

## 3.1. County Council Members

**Council Member Theodore** introduced her new policy advisor, Madelaine Lamah. Ms. Lamah is from Guinea, West Africa, is a graduate from the University of Utah, and has expertise in communications.

**Council Member Granato** reported that the Wasatch Front Regional Council (WFRC) had its quarterly meeting last week. The WFRC manages approximately \$50 million in federal transportation dollars. The organization serves the area from Brigham City to Provo and does a lot of good work, such as road reconstruction and repurposing of intersections. It is getting ready to receive yearly applications.

**Council Member Alvord** reported that the Criminal Justice Advisory Committee recently met. Like Council Member Granato, he also attended the WFRC meeting.

**Council Member Stringham** stated the SPAYghetti and No Balls event, entitled the Last CarniBall, will be held Friday, August 25th, at 6:00 PM.

**Council Member Winder Newton** stated the Intergenerational Poverty Task Force met last week, during which time the United Way delivered a presentation on

its Promise Partnership Program.

3.2. County Mayor

3.3. Other Elected County Officials

#### 4. WORK SESSION

##### 4.1 Consideration of Salt Lake County Council Internal Policy on Travel [23-0802](#)

**Attachments:** [Staff Report](#)  
[Council Internal Travel Policy](#)

Presenter: Chair Winder Newton, Councilmember Harrison. (Approx. 3:10PM)

Discussion/Direction

**Council Member Alvord** asked that items 4.1 and 4.2 be switched because he felt how 4.2 played out might render item 4.1 moot.

**Council Member Newton** stated this would not be necessary because anything budget related had already been pulled from item 4.2.

**Council Member Alvord** stated he would still like to discuss item 4.2 first.

A motion was made by Council Member Alvord, seconded by Council Member Stringham, to switch items 4.1 and 4.2 of the agenda. The motion carried by the following roll call vote:

**Aye:** Council Member Harrison, Council Member Stringham, Council Member Bradley, Council Member Bradshaw, Council Member Alvord, Council Chair Winder Newton, and Council Member Theodore

**Nay:** Council Member Granato

**Absent:** Council Member Stewart

Later in the meeting:

**Council Member Harrison** reviewed the proposed internal travel policy. The most substantive part of it was a prohibition of the use of taxpayer funds for first class travel,

business class travel, or any premium hotel accommodations. The policy also addressed some of the issues that may have caused confusion in the past.

**Council Member Alvord** asked if there would be any spending caps involved. There was an instance recently where Council Member Theodore was questioned for reserving a double room, which cost more, even though she would have been fine with a single room.

**Mr. David Delquadro**, Chief Financial Manager, Council Office stated there was some initial confusion with the situation regarding the double room and that type of scenario is not likely to arise again. This revised policy will appoint the Budget and Policy Analyst to serve as the travel coordinator, which will be critical to ensuring more dialog, and help to save money on future travel costs.

**Council Member Alvord** asked for a friendly amendment to item 8 of the proposed policy that addresses “first or business class airfare and upgraded or premium rate hotel accommodations.” There was previously a question about whether Council Member Stewart, due to his height, could book “comfort plus” accommodations.

**Council Member Winder Newton** stated she has already been advised by legal counsel that “comfort plus” accommodations would be allowed by the proposed policy.

**Council Member Harrison** stated she previously confirmed this with legal counsel and relayed the information to Council Member Stewart.

**Council Member Alvord** asked for clarification for item 2 of the policy that addresses “travel that is electoral or partisan in nature.”

**Mr. Mitchell Park**, Legal Counsel, Council Office, stated there are current state laws that prohibit any sort of government travel that has an explicitly electoral basis. While the term “political” can be difficult to interpret, this policy is intended to preclude activities related to campaigning, raising money for elections, electioneering, etc. This is consistent with State law.

**Council Member Theodore** stated, for the record, she is a fiscal conservative and every decision her office makes to spend money is scrutinized. When she booked the double room, she did not know there would be an additional charge. Had she known, she never would have asked for one. It was merely a miscommunication. She has even shared rooms with other Council members at times to cut costs. There are many things that could cause a tax increase, but her budget is not one of them.

**Council Member Stringham** asked for friendly amendment regarding item 4 of the policy. She does not want the Executive Committee to unilaterally make decisions based on finances.

**Mr. Park** stated the Council can choose whether to give the Executive Committee responsibilities, and this policy was drafted with maximum flexibility in mind. The Council's Chief Financial Manager has specific job responsibilities to make decisions and exercise discretion. The historical practice is not to convene ad hoc meetings of the Executive Committee without posting notice, but to check in to get input from some of the elected officials as the Chief Financial Manager exercises that discretion. The overall point about the Executive Committee's authority is well taken, and that could be amended or modified, as could job descriptions.

A motion was made by Council Member Harrison, seconded by Council Member Granato, to adopt the travel policy, and to amend the sentence in item 4 to read: "The Budget and Policy Analyst may also exercise discretion to refer matters to the Council's Fiscal Manager, to the Council's Executive Committee, and to the entire Council as judgment and circumstances suggest." The motion carried by a unanimous vote.

#### 4.2 Budget Discussion for the Salt Lake County Council

[23-0803](#)

**Attachments:** [Staff Report](#)

Presenter: David Delquadro, Council Fiscal Manager. Hoa Nguyen, Council Budget and Policy Analyst (Approx. 3:30PM)

Discussion/Direction

**Council Member Winder Newton** stated she wanted this item on the agenda as the Mayor's Office is preparing the proposed budget for Fiscal Year 2024.

**Ms. Hoa Nguyen**, Budget and Policy Analyst, Council Office, distributed a report entitled Revenue and Expenditure Detail.

**Mr. David Delquadro**, Chief Financial Manager, Council Office, reviewed the Revenue and Expenditure Detail report. He noted there is a reduction of about \$50,000 relative to the 2023 adjusted budget. The largest portion was a result of stripping out the retention payments. The rest was a result of some of the new hire decisions that have been made and ensuing salary changes. There was also recently a change in the Adobe licensing fee.

**Council Member Winder Newton** stated the Central Office Budget currently pays for one in-state Utah Association of Counties (UAC) conference and an additional UAC or National Association of Counties (NACo) conference. Each Council member also has an additional \$5,000 in their personal budget to spend however they see fit. Her preference for 2024 would be to drop the additional conference that is paid for from the Central Budget.

**Council Member Alvord** stated he looked back on the year and noticed the Executive Committee had decided to cap the allowable spending amount for a NACO conference based solely on what Council Member Bradshaw had recently spent at a conference. This decision was not documented in the most recent Executive Committee minutes. Funds were later taken from his office, Council Member Stewart's office, and Council Member Theodore's office. His understanding has always been that the Executive Committee should only be making recommendations and not final policy decisions for the entire Council. He asked Mr. Delquadro to explain further.

**Mr. Delquadro** stated as he recalled, a Council Member had prematurely booked travel plans, assuming that money had already been allocated. Mr. Delquadro felt it was inappropriate to reimburse those dollars without seeking guidance from the Executive Committee. The Committee met informally, and it used the amount of Council Member Bradshaw's recent trip to determine a standard allowable amount.

**Council Member Alvord** asked why Council Member Stewart could not have been reimbursed after taking his oath of office.

**Mr. Delquadro** stated that made sense to him, but there was probably a misunderstanding at the time. The request came in during the month of December, before Council Member Stewart took office.

**Council Member Alvord** asked how that led to capping the spending amount.

**Mr. Delquadro** stated he did not feel he could operate dependently, so he sought guidance from the Executive Committee. In hindsight, he felt the logic was flawed. The amount was based on a four and a half day trip, and

some attendees had stayed five and a half days. The current proposed travel policy, if passed, would require that fiscal staff be alerted of any travel plans, and this will give an opportunity for more communication and dialog.

A motion was made by Council Member Alvord, seconded by Council Member Theodore, to direct Council fiscal staff to restore the discretionary budgets of Council Member Theodore in the amount of \$139.30; Council Member Stewart in the amount of \$974.54; and Council Member Alvord in the amount of \$874.74 from the Council's Central Budget. The motion carried by a unanimous vote.

**Council Member Harrison** stated it might help to have the Council's Central Budget cover one UAC conference, and all other costs could come from a Council member's individual budget. This would prevent staff from being put in uncomfortable situations and would encourage Council members to attend conferences.

A motion was made by Council Member Harrison, seconded by Council Member Granato, that the Central Budget cover one UAC conference, and that all other costs come from the individual Council member's budget of \$5,000.

A substitute motion was made by Council Member Alvord, seconded by Council Member Theodore, that the Central Budget cover one UAC conference, and that all other costs come from the individual Council member's budget of \$7,000.

**Council Member Stringham** stated, for the record, when the Executive Committee chose to fund one NACo conference and one UAC conference last year, it was to encourage the training of Council members on both a local and national level. The NACo Legislative Conference helps officials to advocate by letting them know what monies are available to counties. The NACo Annual Conference is where most of the training takes place. She is glad UAC is being included because it encourages local training. Her biggest concern in all this is that the Executive Committee may be making decisions that should be made by the Council as a whole.

A substitute motion was made by Council Member Alvord, seconded by Council Member Theodore, that the Central Budget cover one UAC conference, and that all other costs come from the individual Council member's budget of \$7,000. The motion failed by the following roll call vote:

**Aye:** Council Member Stringham, Council Member Alvord, Council Member Stewart, and Council Member Theodore

**Nay:** Council Member Harrison, Council Member Bradley, Council Member Bradshaw, Council Chair Winder Newton, and Council Member Granato

A motion was made by Council Member Harrison, seconded by Council Member Granato, that Central Budget cover one UAC conference, and that all other costs come from the individual Council member's budget of \$5,000. The motion carried by the following roll call vote:

**Aye:** Council Member Harrison, Council Member Bradley, Council Member Bradshaw, Council Member Alvord, Council Chair Winder Newton, and Council Member Granato

**Nay:** Council Member Stringham, Council Member Stewart, and Council Member Theodore

A motion was made by Council Member Granato, seconded by Council Member Bradshaw, to proceed with the Revenue and Expenditure Detail presented by Mr. Delquadro and Ms. Nguyen. The motion carried by a unanimous vote.

Later in the meeting:

**Council Member Winder Newton** asked Council Member Alvord if he wanted to circle back to his request for funds.

**Council Member Alvord** stated September is Constitution Month and a resolution is being planned with a ceremony to follow. The federal delegation has been invited to attend and many have confirmed. He asked the Council to authorize a budget of \$150 for refreshments for the event.

A motion was made by Council Member Alvord, seconded by Council Member Theodore, to authorize the amount.

**Council Member Granato** stated the amount could come from her personal office budget and she raised the amount to \$200.

**Mr. Park** stated he would need to see that authorization in writing.

**Council Member Winder Newton** stated the motion was no longer needed.



**4.3 Consideration of a \$1,385.00 fee waiver request by the Friends of Millcreek** [23-0796](#)

**Attachments:** [Staff Report](#)  
[Friends of Millcreek Fee Waiver](#)  
[Friends of Millcreek IRS Determination Letter](#)  
[Friends of Millcreek Senior Center Rental App and Flyer](#)  
[Friends of Millcreek Financial Statement](#)

Presenter: Jeremy Hart, Aging & Adult Services Associate Director (Approx. 3:50PM)

Discussion/Direction

**Mr. Paul Leggett**, Director, Aging and Adult Services, reviewed the fee waiver request. He stated Friends of Millcreek, a 501(c)(3) that raises money to support seniors in the community, and the Millcreek Senior Center, hosts a full boutique every year. The organization invites vendors to sell food, crafts, etc. It has asked to use the cafeteria of the Millcreek Senior Center for this purpose on Saturday, October 21, 2023.

A motion was made by Council Member Bradley, seconded by Council Member Harrison, that this agenda item be approved. The motion carried by a unanimous vote.

**4.4 Proposed Hire Report / Incentive Plan \$3,000 and Under Report / Weekly Reclassification Report** [23-0798](#)

**Attachments:** [Staff Report](#)  
[Proposed Hire Report 8-16-2023](#)  
[Incentive Plans \\$3,000 and Under 8-22-2023](#)  
[Weekly Reclassification Report 8-16-2023](#)

Presenter: Hoa Nguyen, Council Budget and Policy Analyst (Approx. 3:55PM)  
Informational

**Ms. Hoa Nguyen**, Budget and Policy Analyst, Council Office, reviewed the proposed hires, reclassifications, and incentive plans.

**4.5 Budget Adjustment: The Sheriff's Office requests \$599,454 for the 3 new FTEs that the Council approved on 8/15/2023 for the Law Enforcement Bureau.** [23-0799](#)

**Attachments:** [Staff Report](#)  
[29074 - 9130 Law Enforcement Bureau Start Up FTE's](#)  
[29079 - 9130 Law Enforcement Bureau Start Up FTE's](#)

Presenter: Hoa Nguyen, Council Budget and Policy Analyst  
Discussion/Direction

**Ms. Hoa Nguyen**, Budget and Policy Analyst, Council Office, reviewed the budget adjustment.

A motion was made by Council Member Granato, seconded by Council Member Stringham, that this agenda item be approved. The motion carried by a unanimous vote.

**5. PUBLIC HEARINGS AND ISSUANCE OF PUBLIC NOTICES**

**6. PENDING LEGISLATIVE BUSINESS**

**7. CONSENT ITEMS**

A motion was made by Council Member Bradshaw, seconded by Council Member Harrison, that the Consent Agenda be approved. The motion carried by a unanimous vote.

- 7.1 Appointment of Amy Anderton (hire date June 20, 2023) and Danielle Dabb (hire date July 17, 2023) as Bail Commissioners Pursuant to Utah Code Annotated Section 17-32-1.** [23-0781](#)

**Attachments:** [Staff Report](#)  
[Bail Commissioner Appointment Amy Anderton](#)  
[Bail Commissioner Appointment Danielle Dabb](#)  
[Amy Anderton Resume](#)  
[Danielle Dabb Resume](#)

The vote on this consent item was approved.

**8. POTENTIAL CLOSED SESSION**

**9. APPROVAL OF TAX LETTERS**

- 9.1 2023 Tax Sale Withdraw and Abate** [23-0797](#)

**Attachments:** [Staff Report](#)  
[2023 Tax Sale Withdraw and Abate](#)

Presenter: Chris Harding, SLCo Auditor

A motion was made by Council Member Bradshaw, seconded by Council Member Harrison, that this agenda item be approved. The motion carried by a unanimous vote.

## 10. ACCEPTANCE OF ETHICS DISCLOSURES

### 10.1 Conflict of Interest Disclosure Statements - Arts & Culture - [23-0785](#) Board

**Attachments:** [Staff Report](#)  
[COI Advisory board Dustin Lewis 7.28.2023](#)

A motion was made by Council Member Bradshaw, seconded by Council Member Harrison, that this agenda item be received and filed. The motion carried by a unanimous vote.

## 11. APPROVAL OF COUNCIL MEETING MINUTES

### 11.1 Approval of August 08, 2023 Council Minutes [23-0800](#)

**Attachments:** [080823 Council Minutes](#)

A motion was made by Council Member Bradshaw, seconded by Council Member Harrison, that this agenda item be approved. The motion carried by a unanimous vote.

## 12. OTHER ITEMS REQUIRING COUNCIL APPROVAL

## 13. PROCLAMATIONS, MEMORIALS, AND OTHER CEREMONIAL OR COMMEMORATIVE MATTERS

## 14. OTHER BUSINESS

### ADJOURN

THERE BEING NO FURTHER BUSINESS to come before the Council at this time, the meeting was adjourned at 4:30 PM until Tuesday, August 29, 2023, at 3:10 PM.

LANNIE CHAPMAN, COUNTY CLERK

By \_\_\_\_\_  
DEPUTY CLERK

By \_\_\_\_\_  
CHAIR, SALT LAKE COUNTY COUNCIL