

## SALT LAKE COUNTY

*2001 So. State Street  
Salt Lake City, UT 84114  
(385) 468-7500 TTY 711*



### Meeting Minutes

**Tuesday, July 16, 2024**

**3:15 PM**

**Room N2-800**

**County Council**

# Minute Book, County Council, Salt Lake County

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## 1. CALL TO ORDER

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

**Excused:** Council Member Sheldon Stewart

Invocation - Reading or Thought - Pledge of Allegiance

**Ms. Lauren Duke**, Communications and Administrative Coordinator, Council Office, led the Pledge of Allegiance to the Flag of the United States of America.

## 2. PUBLIC COMMENT

[Following Council Reports, the Council returned to the Public Comment agenda item to hear from the following speakers.]

**Mr. Matt Condie** stated he was a parent coach for the Mountain Ridge Mountain Bike Team and frequented the Butterfield trails with the high school team. The Lucky Boy trail can be blocked off for races, but it is a terrible trail for practicing because there is constant traffic coming up the trail as well as going down the trail. Juniper Trail was designed for mountain bikers. It is primarily downhill, and it has burms that help riders take corners. Coaches and teams felt maintaining Juniper Trail as a bike trail was a safer option, and they would like the County to create a new trail for equestrians, maybe alongside Juniper Trail.

**Mr. Oliver Brinkerhoff**, Mountain Ridge Mountain Bike Team, stated he worried about using the Lucky Boy trail because it did not have the burms and jumps made for mountain biking that Juniper Trail had, making it harder to gain speed and stay safe. In fact, while riding on Lucky Boy this past week, he found himself sliding out and overturning. Many of the youth bikers would be willing to volunteer to help build a new trail for horses if the County would keep Juniper Trail a bike trail.

## 3. REPORT OF ELECTED OFFICIALS:

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## 3.1. County Council Members

**Council Member Winder Newton** stated she and Council Members Harrison and Theodore attended a ribbon cutting last night for the new Milestone Transitional Living Program home in Sandy. This renovated home will house kids ages 18 to 21 who are aging out of the foster care system. The occupants will have their own room and bed, and they will get to keep their bed when they leave. They will pay into the program each month, and they will get wraparound services to help them get jobs. The County, along with the Rotary Club and other donors from the private sector, helped fund the Milestone Transitional Living Program.

**Council Member Theodore** stated she and Council Member Winder Newton attended the Obon Festival in Japantown on Saturday, at which there was traditional Japanese dancing. She also attended a recent Blocks Arts District event downtown in front of the Eccles Theater, which included a fashion show.

**Council Member Bradley** stated he was approached by a citizen from Riverton who asked if the County was going to separate the hikers and horseman from the bikers on the Butterfield Trails.

**Ms. Robin Chalhoub**, Director, Community Services Department, stated the Parks and Recreation Division has been working with the National Interscholastic Cycling Association (NICA) to evaluate the Butterfield trails for safety for all uses. One of the decisions they made was that the Juniper Trail, the trail in closest proximity to the Butterfield Trailhead Regional Park parking lot, be designated a Hoof 'N' Boot Trail. Then, Lucky Boy, an adjacent parallel, would be designated a bike path. That way, bikers could use the trail for practice daily. She talked to the NICA Board of Directors, which indicated to her that it liked Lucky Boy better for bike races. The primary goal was to make the trails safe for everyone.

**Council Member Stringham** stated she attended the National Association of Counties (NACo) conference, held July 12-15, 2024, along with Council Member Bradshaw and Mayor Jennifer Wilson. A lot of good information came out of that conference, including programs about criminal justice and new artificial intelligence technologies.

**Council Member Stringham** also read the following Statement from the Salt Lake County Council:

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Regarding the assassination attempt on former President Trump on July 13, 2024, the Salt Lake County Council condemns political violence in every form towards any candidate or political gathering.

Violence has no place in our political system. It is a solid violation of democracy to be assaulted or afraid to practice our right of political speech and assembly. Candidates must be able to run for office without fearing for their lives.

Our condolences go to those who were affected or injured and to the family of the victim who lost his life in the shooting.

By /s/ LAURIE STRINGHAM  
Chair  
At-Large A

By /s/ AIMEE WINDER NEWTON  
District 3

By /s/ SUZANNE HARRISON  
At-Large B

By /s/ ANN GRANATO  
District 4

By /s/ JIM BRADLEY  
At-Large C

By /s/ SHELDON STEWART  
District 5

By /s/ ARLYN BRADSHAW  
District 1

By /s/ DEA THEODORE  
District 6

By /s/ DAVE ALVORD  
District 2

3.2. County Mayor

3.3. Other Elected County Officials

## 4. WORK SESSION

4.1 Proposed Hire Report / Incentive Plans - \$3,000 and Under / [24-1871](#)  
Weekly Reclassification Report

Attachments: [Staff Report](#)  
[Proposed Hire Report 07-10-2024](#)  
[Incentive Plans Under \\$3,000 7-10-2024](#)  
[Weekly Reclassification Report 7-10-2024](#)

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Presenter: Hoa Nguyen, Council Budget and Policy Analyst. (Approx. 3:35PM, Less than 5 Min.)

Informational

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

**Council Member Stringham** asked how the new Fiscal Administrator for the Justice Court was doing.

**Mr. Scott Baird**, Director, Public Works and Municipal Services Department, stated Jared Steffey, Fiscal Manager, Public Works and Municipal Services Department, is helping the new hire in that position.

**Mr. Jared Steffey**, Fiscal Manager, Public Works and Municipal Services Department, stated the person hired in that position was doing awesome and just needed some consulting and advice through the budget process.

- 4.2 Budget Adjustment: The Clerk's Office Requests \$16,168 for Salary Adjustments. This Budget Adjustment Is to Satisfy The Council's Approval of The Human Resources' Presentation and Recommendations on 6/4/2024. This Amount Is Annualized and Effective As Of 1/1/2024** 24-1872

**Attachments:** Staff Report

32520 - 2024 equity adjustments

32521 - 2024 equity and grade change adjustments

Presenter: Hoa Nguyen, Council Budget and Policy Analyst. (Approx. 3:40PM, Less than 5 Min.)

Discussion/Direction

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

A motion was made by Council Member Bradshaw, seconded by Council Member Bradley, that this agenda item be approved, and the effective date be backdated to January 1st of this year. The motion carried by a unanimous vote.

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- 4.3 Budget Adjustment: Public Works Requests to Add \$33,823 to their Revenue and Expense Budgets to Be Used for the Copperton Storm Drain Construction Project. The Total Project Cost Is \$98,823, With \$65,000 Being Redirected from the Galaxie Drive Median Extension Project, Which Will Be Funded in a Future Year** [24-1875](#)

**Attachments:** [Staff Report](#)  
[32585 - PWE Projects Year-End Adjustment Approved](#)  
[GSLMSD](#)

Presenter: Hoa Nguyen, Council Budget and Policy Analyst. (Approx. 3:40PM, Less than 5 Min.)

Discussion/Direction

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

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.

- 4.4 Budget Adjustment: The Office of Homelessness & Criminal Justice Reform Requests an Appropriation Unit Shift of \$8,000 From Personnel to Operations. This Adjustment Is to Support the Youth Action Board (YAB) Attending the National Alliance to End Homelessness Conference in Washington DC** [24-1882](#)

**Attachments:** [Staff Report](#)  
[32589 - Youth Homelessness Grant Appropriation Unit Shift](#)

Presenter: Hoa Nguyen, Council Budget and Policy Analyst. (Approx. 3:40PM, Less than 5 Min.)

Discussion/Direction

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

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

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## 4.5 Consideration of FMLA and Parental Leave for UPD Employees Hired by the Sheriff's Office 24-1880

Attachments: [Staff Report](#)  
[4-600\(A\) FMLA ZLL 8July24](#)  
[4-200\(A\) Leave Practices ZLL 8July24](#)

Presenters: Rosa Rivera, Salt Lake County Sheriff. Carita Lucey, HR Division Administrator, Sheriff's Office. (Approx. 3:45PM, 10 Min.)

Discussion/Direction

**Ms. Carita Lucey**, Human Resources Division Administrator, Sheriff's Office, stated the Sheriff's Office was requesting approval of two new Human Resources policies. Policy 4-600 (A): Family and Medical Leave Act would allow employees who transferred or assimilated to the Sheriff's Office from the Unified Police Department (UPD) to have their prior Family and Medical Leave Act (FMLA) status transition with them. Current FMLA policy does not account for this type of transfer or assimilation of an employee. Policy 4-200 (A): Leave Practices would allow the hours those employees worked with the UPD to count toward their Parental Leave status at the County. In order to ensure those employees did not get a double allotment, their usage at the UPD would be counted.

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

## 4.6 Consideration of Amendments to Salt Lake County Council's Internal Policy on Council Staff 24-1881

Attachments: [Staff Report](#)  
[Salt Lake County Council Staff Internal Policy](#)  
[Salt Lake County Council Staff Internal Policy 07.10.24](#)  
[Amendments Redline](#)

Sponsors: Council Chair Laurie Stringham. Councilwoman Aimee Winder Newton. Councilwoman Ann Granato. Councilwoman Dea Theodore.

Presenters: Council Chair Laurie Stringham. Councilwoman Aimee Winder Newton. Councilwoman Ann Granato. Councilwoman Dea Theodore. (Approx 3:55PM, 15 Min.)

Discussion/Direction

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**Council Member Granato** stated the Council passed an Internal Policy last week, but Council Member Stewart had concerns, which the Council had not had time to address. She reviewed the following amendments that were made to address Council Member Stewart's concerns:

- Utah Code Ann. § 17-53-207, which cites the authority of the Council to enact rules and regulations for the government of itself, was added to the first line.
- Annotated code references were added to Section 10 to alleviate concerns that the policy created new rules unfairly restricting political rights. The section now more clearly stated that Council employees were obligated to comply with statutes prohibiting political activity in the County workplace.
- Section 12 expanded the appropriate use of working hours to cover concerns of individuals, central staff, and policy advisors. It clarified the ability to work modified schedules and to attend offsite meetings, as well as the ability to take lunch and appropriate breaks. Additionally, it encouraged, not mandated, Council Members to keep a record of how their policy advisor spent their hours to provide full transparency of the use of taxpayer dollars.

**Council Member Alvord** stated he wanted it clarified that the ultimate supervisor authority of a policy advisor rested with the elected official for whom they worked. He did not want Council Members to exert undue influence on each other's offices.

**Mr. Mitchell Park**, Legal Counsel, Council Office, stated this internal policy clarified that the administrator of central staff was the entire Council, with the Chair acting as the administrator, at least initially, on behalf of the Council; and that the administrator of senior policy advisors was the individual Council Member who appointed them.

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

## 4.7 Consideration of Human Resource Policy Adjustments

24-1874



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**Attachments:**    [Staff Report](#)  
[HR Policy Changes - COW July 16 2024](#)  
[2-500 Background Check Requirements ZLL 2July24 CLEAN](#)  
[2-500 Background Check Requirements ZLL 2July24](#)  
[2.80.150 Criminal Background](#)  
[Checks ZLL 2July24 CLEAN](#)  
[2.80.150 Criminal Background Checks ZLL 7Mar24](#)  
[3-100 HDR ZLL 11Apr24 CLEAN](#)  
[3-100 HDR ZLL 11Apr24](#)  
[3-300 Standards of Conduct ZLL 11Apr24 CLEAN](#)  
[3-300 Standards of Conduct ZLL 11Apr24](#)  
[3-400 Discipline ZLL 13June24 CLEAN](#)  
[3-400 Discipline ZLL 13June24](#)  
[3-500 Grievance Appeals ZLL 11Apr24 CLEAN](#)  
[3-500 Grievance Appeals ZLL 11Apr24](#)  
[3-500A CSC Appeals ZLL 13June24 CLEAN](#)

Presenter: Nilsa Carter, Human Resource Associate Division Director. (Approx. 4:10PM, 15 Min.)

Discussion/Direction

**Ms. Nilsa Carter**, Associate Division Director, Human Resources Division, stated Human Resources placed six Human Resources (HR) policies and one ordinance on the agenda for consideration, but it was her understanding the ordinance needed to be submitted separately. Therefore, the ordinance and the policy that goes with the ordinance will be placed on the next Council meeting agenda.

**Mr. Mitchell Park**, Legal Counsel, Council Office, stated the ordinance was not noticed, so he recommended it be handled at a later date, after it was properly noticed, along with Policy 2-500 about background checks.

**Ms. Carter** delivered a PowerPoint presentation entitled Human Resources Policy Revisions, reviewing a list of the policies; HR Policy 2-500: Background Check Requirements changes to comply with statutory changes, and address policy compliance and reduce budgetary impact; adding a Record of Arrest and Prosecution (RAP) Back by the Federal Bureau of Investigation (FBI) to Policy 2-500; RAP Back - Return on Investment at the second background check; adding a new section 11.E to Policy 2-500;

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proposed policy revisions to the Career Service Council (CSC) appeals; HR Policy 3-500A: Career Service Council appeals changes; HR Policy 3-100: Harassment, Discrimination, and Retaliation updates; the current appeal process challenge; HR Policy 3-300: Standards of Conduct updates; HR Policy 3-400: Discipline updates; and HR Policy 3-500: Grievance Appeals updates.

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

### 7.1 Adoption of the 2025 Budget Calendar and Set the Budget Hearing Date for the 2025 Budget and 2024 Budget Adjustments 24-1866

Attachments: Staff Report  
2025 Budget and 2024 Final Adjusted Budget Key Dates  
2025 Budget Calendar

The vote on this consent item was approved.

### 7.2 Clark Planetarium Advisory Board Appointments: 24-1856

- Mitchell Walkington, District 1
- Joseph M. Bauman, District 2
- Patrick J. Neville, District 1
- Shawn E. O’Kane, District 6
- Michael Maxwell, District 6
- Michelle Schmitt, District 1
- Dr. Kenneth S. Gritton, District 3
- Bob Moore, District 6

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**Attachments:**    [Staff Report](#)  
[Bob Moore\\_Redacted.pdf](#)  
[Joe Bauman\\_Redacted.pdf](#)  
[Ken Gritton Bio\\_Redacted.pdf](#)  
[Michael Maxwell\\_Redacted.pdf](#)  
[Michelle Schmitt\\_Redacted.pdf](#)  
[Mitch Walkington\\_Redacted.pdf](#)  
[PNeville\\_Redacted.pdf](#)  
[Shawn E OKane\\_Redacted.pdf](#)

The vote on this consent item was approved.

## 7.3    **Board of Health Board Appointments:**

[24-1857](#)

- **Dr. Blake Nemelka, Not Representing a Regulated Industry**
- **Jenny Mayer, At-Large Member**

**Attachments:**    [Staff Report](#)  
[Blake C Nemelka Phd\\_Redacted.pdf](#)  
[Jenny Mayer\\_Redacted.pdf](#)

The vote on this consent item was approved.

## 7.4    **Career Services Council Reappointment:**

[24-1863](#)

- **John Davidson, District 5**

**Attachments:**    [Staff Report](#)  
[J Davidson Application\\_Redacted](#)  
[JDavidson Resume\\_Redacted](#)

The vote on this consent item was approved.

## 8.    **APPROVAL OF TAX LETTERS**

A motion was made by Council Member Harrison, seconded by Council Member Winder Newton, that the tax letters be approved. The motion carried by a unanimous vote.

### 8.1    **Tax Administration's Tax Letters**

[24-1862](#)

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**Attachments:**    [Staff Report](#)  
                              [Recording of Liens on Delinquent Properties Deferred](#)  
                              [from Sale](#)

The vote on this tax letter was approved.

## 8.2    Tax Administration's Waiver Letters [24-1873](#)

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

The vote on this tax letter was approved.

## 8.3    Tax Administration's Letters for Illegal and Erroneous [24-1869](#)

**Attachments:**    [Staff Report](#)  
                              [2.1 LeeAnn and Charles Wilcox 27-09-128-009-0000](#)

The vote on this tax letter was approved.

## 8.4    Personal Property Tax Reduction Request [24-1864](#)

**Attachments:**    [Staff Report](#)  
                              [24-9012 Personal Property Tax Refund 13Q 165023 AMC](#)  
                              [USA LLC \\$15,262.88 7.3.24](#)

The vote on this tax letter was approved.

## 8.5    Refund of Overpaid Personal Property Taxes [24-1877](#)

**Attachments:**    [Staff Report](#)  
                              [24-9013 Personal Property Tax Refund \\$48,423.62 7.3.24](#)

The vote on this tax letter was approved.

## 8.6    DMV Registration Refunds [24-1878](#)

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**Attachments:**    [Staff Report](#)  
[24-1878 MA 0021 Personal Property Tax Refund DMV Vet](#)  
[\\$3,820.00](#)  
[24-1878 MA 0022 Personal Property Tax Refund DMV](#)  
[\\$110.00](#)

The vote on this tax letter was approved.

**9. ACCEPTANCE OF ETHICS DISCLOSURES**

**10. APPROVAL OF COUNCIL MEETING MINUTES**

**10.1 Approval of July 2, 2024 County Council Minutes**

[24-1879](#)

**Attachments:**    [070224 Council Minutes](#)

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

**11. OTHER ITEMS REQUIRING COUNCIL APPROVAL**

**12. PROCLAMATIONS, MEMORIALS, AND OTHER CEREMONIAL OR COMMEMORATIVE MATTERS**

**13. OTHER BUSINESS**

**ADJOURN**

THERE BEING NO FURTHER BUSINESS to come before the Council at this time, the meeting was adjourned at 4:15 PM until Tuesday, July 23, 2024.

LANNIE CHAPMAN, COUNTY CLERK

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

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

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