



CITY COUNCIL

BEN PENDER
COREY THOMAS
SHARLA BYNUM
PORTIA MILA
SHANE SIWIK
MARK KINDRED
RAY DEWOLFE

220 E MORRIS AVE
SUITE 200
SOUTH SALT LAKE CITY
UTAH
84115
P 801.483.6027
F 801.464.6770
TTY: 711
SSLC.COM

CHERIE WOOD MAYOR

220 E MORRIS AVE
SUITE 200
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TTY: 711

South Salt Lake City Council Work Meeting

Public notice is hereby given that the **South Salt Lake City Council** will hold a Work Meeting on **Wednesday, December 4, 2019** in the City Council Chambers, 220 East Morris Avenue, Suite 200, commencing at **6:30 p.m.**, or as soon thereafter as possible.

Conducting: Ben Pender, Council Chair

MATTERS FOR DISCUSSION:

1. Discussion on Budget Amendment Ben Pender

Adjourn

Posted November 27, 2019

Those needing auxiliary communicative aids or other services for this meeting should contact Craig Burton at 801-483-6027, giving at least 24 hours' notice.

CITY OF SOUTH SALT LAKE
CITY COUNCIL WORK MEETING

COUNCIL MEETING

Wednesday December 4, 2019
6:30 p.m.

CITY OFFICES

220 East Morris Avenue #200
South Salt Lake, Utah 84115

PRESIDING
CONDUCTING

Council Chair Ben Pender
Council Chair Ben Pender

COUNCIL MEMBERS PRESENT:

Sharla Bynum, Ray deWolfe, Mark Kindred (arrived 6:36), Portia Mila (via phone),
Ben Pender, Shane Siwik and Corey Thomas

STAFF PRESENT:

Mayor Cherie Wood
Charee Peck, Chief of Staff
Hannah Vickery, Deputy City Attorney
Kyle Kershaw, Finance Director
Jack Carruth, Police Chief
Terry Addison, Fire Chief
Mont Roosendaal, Public Assets Director
Alexandra White, Planning Division Manager
Jeff Atterson, City Planner
Craig Burton, City Recorder
Ariel Andrus, Deputy City Recorder

Matters for Discussion

- 1. Discussion on Budget Amendment.** Council Chair Pender said at the last meeting the Council discussed the market salary adjustments for sergeants, lieutenants, captains and battalion chiefs and this would include deputy chiefs as well. The amount that was discussed was a seven percent market increase. The Council would like to add another step for fire and police officers that are topped out in pay. This would only apply to officers and fire and have been topped out. The budget numbers regarding this increase are attached and incorporated by this reference.

Council Member Bynum asked if these funds would be coming out of fund balance.

Council Member deWolfe said these funds would be a year over year \$300,000 expense so the Council is going to need to consider this with the budget next year.

Finance Director, Kyle Kershaw, said when the fifteen percent increase for public safety was proposed this last budget season a property tax increase was proposed as well to cover that cost. He also added that the City will receive \$300,000 less from the State for

homeless mitigation money and that is something to consider.

Council Chair Pender said the Council has heard time and time again that the City is losing Police officers and fire fighters due to pay and he feels this is something that Council needs to take care of.

Council Member deWolfe sees Council Chair Pender's point but he also doesn't think this plan is the best accounting principle going forward. He worries that other departments will end up having to pay for this increase out of their budgets next year.

Council Member Siwik thinks that this problem needs to be addressed no matter what happens going forward in the next budget cycle. This problem will need to be addressed with or without a property tax increase next year.

Council Member Kindred asked how fund balance has fluctuated over the last couple of years.

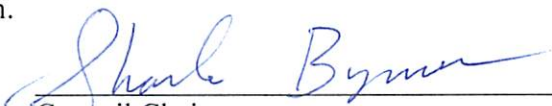
Mr. Kershaw said last year fund balance increased about \$20,000. He said there is enough in that account for emergencies but it has stayed pretty constant for several years.

Council Member Mila wonders if the timing is right for this adjustment. She knows that this is a problem but worries about not having a sustainable funding source for these funds.

Council Members Kindred and Thomas are in support of this increase.

Council Member Bynum will support this increase but she has been keeping track of issues that need to be addressed come budget time next year and that list has grown quite a bit. She is concerned that the Council is not looking at this issue as a whole.

The meeting adjourned at 6:56 p.m.


Council Chair


Craig D. Burton, City Recorder

December 4, 2019

CITY COUNCIL - WORK MEETING LIST OF ATTENDEES

[illegible]

Memorandum

To: Mayor Wood/City Council

From: Kyle Kershaw

Date: November 25, 2019

Subject: Analysis of Outside Legal Fees Account (10-47-313-02)

At the November 20, 2019 City Council Meeting Councilmember Siwik asked a question regarding the amount of expenditures that had been allocated to the City Attorney Budget Line Item "Outside Legal Fees" (10-47-313-02). Councilmember Siwik had noticed that the account was significantly over budget.

Upon further review we noticed four items had been coded into the Outside Legal Fee account in error. Three expenditures, \$15,500 each, were monthly fees payable to the Cowdell Wooley Law Firm. This is the group which provides prosecution services to the city. Those expenditures should have been coded into the "Prosecution Contract Services" account (10-47-313-03).

The other expenditure was a lump sum payment to the Holland & Hart law firm in the amount of \$55,000. This payment was for legal services associated with the city's storm water MS4 permit renewal process. The time period for these services span the June 2019 through the March 2020 periods. That expenditure should have been coded into the Storm Water Maintenance Account (10-62-440-00) in the City Engineer's budget. We want to be able to identify all costs associated with the city's storm water program in one area which is why the legal fees should be coded into the storm water account.

These coding errors took place while Hannah Vickery was on leave. In attempting to ensure all vendors were paid in a timely manner some errors were made. Adjusting journal entries have been made to correct the errors. Attached are the documents in question for your review.

New Year

City of South Salt Lake

Check Request Form

Mail Check	Yes	G.L. Account #	Amount
<u>OR</u>		104731302	\$5,000
Return Check To:			
Vendor #			
Vendor Name:	Holland + Hart		
Address:	2225. Main St. Suite 2200		
	Salt Lake City, UT 84101-2194		
		Total Request Amount:	\$5,000
Description:	Retainer- Flat Rate Stormwater		
	See Contract Attached		
4/24/19 5/24/2019	Cherie Wood		
Date	Authorized Signature		

↑
should have
been coded
to
10-62-440.00

PAID
JUN 10 2019

HOLLAND & HART^{LLP}



Ashley A. Peck
Partner
Phone (801) 799-5913
aapec@hollandhart.com

June 28, 2019

Hannah Vickery
City Attorney
SOUTH SALT LAKE CITY
220 East Morris Avenue, 2nd Floor
Salt Lake City, UT 84115

Re: Legal Representation

Dear Hannah:

Thank you for asking Holland & Hart LLP to once again represent South Salt Lake City ("the City"). This letter confirms our engagement and our understanding of our representation. You have asked us to represent the City in negotiations regarding the renewal of the Jordan Valley Municipalities Municipal Separate Storm Sewer (MS4) Permit, UPDES No. UTS000001 for a fixed fee of \$55,000. Our scope will include (1) attending meetings with the Utah League of Cities and Towns and involved legislators; (2) drafting requested revisions to the draft permit and associated correspondence regarding the legal and technical basis for revisions; (3) meeting and negotiating with the Utah Division of Water Quality regarding incorporation of the revisions and larger policy objectives; and, as necessary, (4) monitoring and revising proposed legislation put forward by the involved legislators. We currently anticipate these activities will occur from June 2019 through March 2020. Our overall objective is to achieve favorable changes to the Permit that reduce the City's administrative and legal burden while continuing to work to improve water quality, but our fee is not contingent on the outcome of this matter. If the above is not a correct description of what you have asked us to undertake, please let me know immediately.

Holland & Hart is currently representing the City in other matters, including a matter related to real estate transactions, and this engagement letter does not relate to such matters. Matters other than the stormwater engagement will continue to be governed by their respective engagement letters.

T (801) 799-5800 F (801) 799-5700
222 South Main Street, Suite 2200
Salt Lake City, UT 84101-2194
www.hollandhart.com

Alaska
Colorado
Idaho

Montana
Nevada
New Mexico

Utah
Washington, D.C.
Wyoming



COWDELL WOOLLEY

32 E. Main St.
Sandy, Utah 84070
Office | 801.550.9864

INVOICE

TO:

South Salt Lake City
Attention: Hannah Vickery
South Salt Lake City Attorney's Office
220 East Morris Avenue, Suite 200
South Salt Lake, UT 84115

INVOICE # SSLC-1064
DATE: SEPTEMBER 6, 2019

PROJECT:

Legal Services for South Salt Lake City

Attorney		TERMS
TSC, CLW, MKG, BP	Billing Period September 2019	Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Prosecution Services	\$15,500.00	\$15,500.00
2	Hourly Work. 19-Aug-19: Review and Letter re: Procurement for Ambulance. 2 hours (by MKG).	\$150.00	\$300.00
	SALES TAX	n/a	
	SHIPPING & HANDLING	n/a	
	TOTAL DUE		\$15,800.00
Make all checks payable to "COWDELL & WOOLLEY, PC"			

OK to Pay
Cherie Wood
9-17-19

should have
been coded
to
10-47-313-03

10-47-313-02
JTC 9/17/19



COWDELL WOOLLEY

32 E. Main St.
Sandy, Utah 84070
Office | 801.550.9864

INVOICE

TO:

South Salt Lake City
Attention: Hannah Vickery
South Salt Lake City Attorney's Office
220 East Morris Avenue, Suite 200
South Salt Lake, UT 84115

INVOICE # SSLC-1065
DATE: SEPTEMBER 26, 2019

PROJECT:

Legal Services for South Salt Lake City

Attorney	Billing Period October 2019	TERMS
TSC, CLW, MKG, BP		Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Prosecution Services	\$15,500.00	\$15,500.00
	SALES TAX	n/a	
	SHIPPING & HANDLING	n/a	
	TOTAL DUE		\$15,500.00
Make all checks payable to "COWDELL & WOOLLEY, PC"			

→
should have
been coded
to
10-47-313-03

10-47-313-02
OK to pay
TV



COWDELL WOOLLEY

32 E. Main St.
Sandy, Utah 84070
Office | 801.550.9864

INVOICE

TO:

South Salt Lake City
Attention: Hannah Vickery
South Salt Lake City Attorney's Office
220 East Morris Avenue, Suite 200
South Salt Lake, UT 84115

INVOICE # SSLC-1063
DATE: JULY 30, 2019

PROJECT:

Legal Services for South Salt Lake City

Attorney		TERMS
TSC, CLW, MG, BP	Billing Period August 2019	Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Prosecution Services	\$15,500.00	\$15,500.00
	SALES TAX	n/a	
	SHIPPING & HANDLING	n/a	
	TOTAL DUE		\$15,500.00
Make all checks payable to "COWDELL & WOOLLEY, PC"			

Cherie Wood
8-27-2019

10-47-313-02

JTC

→
Should have
been coded
to
10 47 313 03

FY 2020 Budget

Proposed Budget Amendments - December 2019

<u>General Fund</u>		<u>Uses:</u>	<u>Sources:</u>
1G Salaries - PD	10-51-110-00	\$39,000	
1G Benefits - PD	10-51-150-00	\$18,000	
1G Salaries - FD	10-57-110-00	\$38,000	
1G Benefits - FD	10-57-150-00	\$11,000	
1G Appropriation from General Fund Balance	10-2951-000		\$106,000
<i>7% wage increase for public safety command staff for 6 months.</i>			
		<u>\$106,000</u>	<u>\$106,000</u>

2019/2020 COMPENSATION COMPARISON - OCTOBER 2019 UPDATE

MARKET ADJUSTMENT PERCENTAGE

POSITION	ORGANIZATION	2018 MINIMUM PAY	2019 MINIMUM PAY	% OF INCREASE 2018 TO 2019	2018 RANK	2019 RANK	\$ Increase to 3,4,5 rank	% Increase for 3,4,5	UPD 1%	UPD 2%
Officer 1-3	Herriman City	\$ 22.26	\$ 23.15	4%	2	1				
Officer 1-3	Murray City	\$ 22.52	\$ 23.13	3%	1	2				
Officer 1-3	Sandy City	\$ 21.85	\$ 22.29	2%	4	3	\$ 0.58	2.67%		
Officer 1-3	Utah County	\$ 22.25	\$ 22.25	0%	3	4	\$ 0.54	2.49%		
Officer 1-3	South Salt Lake	\$ 20.33	\$ 22.16	9%	9	5	\$ 0.45	2.07%		
Officer 1-3	UPD	\$ 20.48	\$ 21.71	6%	8	6			\$ 21.93	\$ 22.14
Officer 1-3	South Jordan	\$ 20.96	\$ 21.00	0%	5	7				
Officer 1-3	SLC	\$ 20.60	\$ 21.01	2%	6	8				
Officer 1-3	State of Utah	\$ 20.50	\$ 21.00	2%	7	9				
Officer 1-3	Draper City	\$ 19.25	\$ 21.00	9%	12	10				
Officer 1-3	Saratoga Springs	\$ 20.00	\$ 20.00	0%	10	11				
Officer 1-3	West Valley	\$ 19.75	\$ 20.75	5%	11	12				
Officer 1-3	Davis County	\$ 19.09	\$ 19.09	0%	13	13				

POSITION	ORGANIZATION	2018 TOP OUT PAY	2019 TOP OUT PAY	% OF INCREASE 2018 TO 2019	2018 RANK	2019 RANK	\$ Increase to 3,4,5 rank	% Increase for 3,4,5	UPD 1%	UPD 2%
Officer-Master	Murray City	\$ 37.04	\$ 38.04	3%	2	1				
Officer-Master	Sandy City	\$ 34.54	\$ 35.25	2%	3	2				
Officer-Master	SLC	\$ 33.10	\$ 35.10	6%	7	3	\$ 1.59	4.74%		
Officer-Master	West Valley	\$ 33.22	\$ 35.06	6%	6	4	\$ 1.55	4.63%		
Officer-Master	Herriman City	\$ 33.45	\$ 34.79	4%	5	5	\$ 1.28	3.82%		
Officer-Master	Draper City	\$ 29.84	\$ 34.26	15%	13	6				
Officer-Master	South Jordan	\$ 31.49	\$ 34.16	8%	10	7				\$ 34.18
Officer-Master	Utah County	\$ 33.81	\$ 33.81	0%	4	8			\$ 33.85	
Officer-Master	Saratoga Springs	\$ 31.71	\$ 33.58	6%	8	9				
Officer-Master	UPD	\$ 31.61	\$ 33.51	6%	9	10				
Officer-Master	Davis County	\$ 39.17	\$ 33.03	-16%	1	11	Original data was wrong			
Officer-Master	South Salt Lake	\$ 30.09	\$ 32.80	9%	12	12				
Officer-Master	State of Utah	\$ 31.00	\$ 32.00	3%	11	13				

POSITION	ORGANIZATION	2018 TOP OUT PAY	2019 TOP OUT PAY	% OF INCREASE 2018 TO 2019	2018 RANK	2019 RANK	\$ Increase to 3,4,5 rank	% Increase for 3,4,5	UPD 1%	UPD 2%
Sergeant	Murray City	\$ 43.78	\$ 44.96	3%	2	1				
Sergeant	Davis County	\$ 43.81	\$ 43.81	0%	1	2				
Sergeant	Sandy City	\$ 42.84	\$ 43.69	2%	3	3	\$ 3.18	7.85%		
Sergeant	Herriman City	\$ 40.44	\$ 42.06	4%	4	4	\$ 1.55	3.83%		
Sergeant	South Jordan	\$ 38.07	\$ 42.00	10%	10	5	\$ 1.49	3.68%		
Sergeant	SLC	\$ 38.59	\$ 41.07	6%	8	6				\$ 41.32
Sergeant	Draper City	\$ 38.89	\$ 40.46	4%	6	7			\$ 40.92	
Sergeant	UPD	\$ 38.22	\$ 40.51	6%	9	8				
Sergeant	West Valley	\$ 39.09	\$ 40.19	3%	5	9				
Sergeant	Utah County	\$ 38.84	\$ 38.84	0%	7	10				
Sergeant	South Salt Lake	\$ 35.12	\$ 38.28	9%	12	11				
Sergeant	State of Utah	\$ 36.00	\$ 37.50	4%	11	12				
Sergeant	Saratoga Springs	\$ 33.30	\$ 35.26	6%	13	13				

POSITION	ORGANIZATION	2018 TOP OUT PAY	2019 TOP OUT PAY	% OF INCREASE 2018 TO 2019	2018 RANK	2019 RANK	\$ Increase to 3,4,5 rank	% Increase for 3,4,5	UPD 1%	UPD 2%
Lieutenant	Murray City	\$ 52.13	\$ 53.54	3%	2	1				
Lieutenant	South Jordan	\$ 51.61	\$ 53.15	3%	3	2				
Lieutenant	Utah County	\$ 52.54	\$ 52.54	0%	1	3	\$ 3.56	7.27%		
Lieutenant	Sandy City	\$ 49.62	\$ 50.61	2%	4	4	\$ 1.63	3.33%		
Lieutenant	Herriman City	\$ 48.53	\$ 49.98	3%	6	5	\$ 1.00	2.04%		
Lieutenant	Davis County	\$ 49.10	\$ 49.10	0%	5	6			\$ 49.47	\$ 49.96
Lieutenant	UPD	\$ 46.21	\$ 48.98	6%	7	7				
Lieutenant	SLC	\$ 45.42	\$ 48.36	6%	9	8				
Lieutenant	West Valley	\$ 44.83	\$ 48.18	7%	10	9				
Asst Chief	Saratoga Springs	N/A	\$ 47.04	#VALUE!		10				
Lieutenant	Draper City	\$ 45.95	\$ 46.43	1%	8	11				
Lieutenant	South Salt Lake	\$ 42.16	\$ 45.95	9%	11	12				
Lieutenant	State of Utah	\$ 40.10	\$ 41.75	4%	12	13				

POSITION	ORGANIZATION	2018 TOP OUT PAY	2019 TOP OUT PAY	% OF INCREASE 2018 TO 2019	2018 RANK	2019 RANK	\$ Increase to 1 rank	% for 1	UPD 1%	UPD 2%
Captain	Sandy City	\$ 56.85	\$ 57.99	2%	2	1	\$ 1.90	3.39%		
Captain	UPD	\$ 52.92	\$ 56.09	6%	4	2			\$ 56.65	\$ 57.21
Captain	Davis County	\$ 55.08	\$ 55.08	0%	3	3				
Captain	SLC	\$ 51.37	\$ 54.77	7%	5	4				
Captain	State of Utah	\$ 42.90	\$ 48.00	12%	6	5				
Captain	West Valley	\$ 63.39	N/A	#VALUE!	1					

POSITION	ORGANIZATION	2018 TOP OUT PAY	2019 TOP OUT PAY*	% OF INCREASE 2018 TO 2019	2018 RANK	2019 RANK	\$ Increase to 3,4,5 rank	% Increase for 3,4,5	UPD 1%	UPD 2%
Chief	Draper City	\$ 78.73	\$ 73.00	-7%	1	1				
Asst. Chief	SLC	\$ 70.22	\$ 70.25	0%	2	2				
Dep Chief	Sandy	N/A	\$ 65.11	#VALUE!		3	\$ 5.89	9.95%		
Dep Chief	Herriman City	\$ 61.99	\$ 63.84	3%	6	4	\$ 4.62	7.80%		
Dep Chief	Murray	N/A	\$ 61.92	#VALUE!		5	\$ 2.70	4.56%		
Prec Chief	UPD	\$ 55.87	\$ 59.22	6%	5	6			\$ 59.81	\$ 60.40
Prec Chief	Utah County	\$ 59.04	\$ 59.04	0%	4	7				
Prec Chief	South Jordan	\$ 56.90	\$ 58.60	3%	7	8				
Dep Chief	South Salt Lake	N/A	\$ 55.99	#VALUE!		9				
Prec Chief	Davis County	\$ 73.93	N/A	#VALUE!	3					

* Top out may not equal actual pay of incumbent