



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, March 11, 2020** in the City Council Chambers, 220 East Morris Avenue, Suite 200, commencing at **5:30 p.m.**, or as soon thereafter as possible.

CITY COUNCIL

MEMBERS:

LEANNE HUFF
COREY THOMAS
SHARLA BYNUM
PORTIA MILA
SHANE SIWIK
NATALIE PINKNEY
RAY DEWOLFE

Conducting: Sharla Bynum, Council Chair

MATTERS FOR DISCUSSION:

- | | |
|---|----------------|
| 1. Appointments by the Mayor | Mayor Wood |
| Christy Dahlberg – Planning Commission | |
| Lindsey Edwards – Homeless Outreach & Strategies Director | |
| 2. Voter Participation Areas | Hannah Vickery |
| 3. Ethics Training | Hannah Vickery |
| 4. Council Rules Discussion | Sharla Bynum |

Posted March 6, 2020

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.

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

CITY OF SOUTH SALT LAKE
CITY COUNCIL WORK MEETING

COUNCIL MEETING

Wednesday March 11, 2020
5:30 p.m.

CITY OFFICES

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

PRESIDING
CONDUCTING

Council Chair Sharla Bynum
Council Chair Sharla Bynum

COUNCIL MEMBERS PRESENT:

Sharla Bynum, Ray deWolfe, LeAnne Huff, Portia Mila, Natalie Pinkney
Shane Siwik and Corey Thomas

COUNCIL MEMBERS EXCUSED:

STAFF PRESENT:

Mayor Cherie Wood
Josh Collins, Deputy City Attorney
Terry Addison, Fire Chief
Randy Sant, Economic Development Consultant
Lindsey Edwards, Homeless Outreach & Strategies Director
Alexandra White, Community Development Director
Sharen Hauri, Urban Livability Director
Craig Burton, City Recorder
Ariel Andrus, Deputy City Recorder

Matters for Discussion

1. Appointments by the Mayor.

Christy Dahlberg – Planning Commission

Lindsey Edwards – Homeless Outreach & Strategies Director

Mayor Wood presented the names of the two candidates she selected to the Council and asked if there were any questions.

Council Member Pinkney asked if Christy Dahlberg lived in District 1.

Mayor Wood answered affirmatively.

- 2. Voter Participation Areas.** Deputy City Attorney, Josh Collins, advised the Council that State law changed this year in regards to referendums. It now requires that we either use the council districts or create voter participation areas for the purpose of gathering signatures. There is a certain percentage number of signatures that are required. If you set up a voter participation area you would have to get a certain percentage of that area instead of the council district. Staff created two examples of potential participation areas

which were put into Drop Box for the Council's review. A copy of the maps is attached to these minutes and incorporated by this reference. This would only be used in case of a city referendum. The Council can choose to use one of the proposed voter participation areas or use the current council districts for use in a referendum. Staff wanted to start the discussion and get some direction from the Council.

Council Chair Bynum asked that the Council receive more information on the participation area maps.

Council Member Siwik explained that the new law says you have to get twenty-nine percent of the signatures in seventy-five percent of the voter participation areas. Whether you have four participations areas or five council districts, people still have to get X number of signatures in seventy-five percent of the areas. You can't get all of the signatures from one area. The same thing applies for initiatives as well.

3. **Ethics Training.** Mr. Collins reviewed a presentation with the Council. A copy is attached to these minutes and incorporated by this reference.
4. **Council Rules Discussion.** After discussion the Council suggested the following changes:

The Council should use the Consent Agenda on non-controversial items that don't require further discussion.

Rule 7(1)(b) Change to the council member assigned to do the serious moment of reflection will announce the guest that has come to give the serious moment of reflection.

Rule 7(2) Make the rule more explicit that to formally adopt the minutes they need to be voted on by the Council body.

7(3)(b)(4) Written comments should be sent to all Council members and attached to the minutes. If a Council Member wanted to reference them in the meeting they could do so during Council Comments.

Mr. Collins advised that they do not need to change the rules under that scenario.

Rule 7(3)(b)(2) Council Member Bynum reminded everyone that the conducting council member has the discretion to respond to a citizen's comments. She suggested that everyone have their business cards at the meeting and the conducting member could advise the citizen to pick up their district member's card and they could follow up. That would be a way of the Council saying, "We heard you and will follow up with you."

Rule 7(3)(b)(2) Change the language to read the conducting member, or person they delegate, will inform a citizen when he or she has used the allotted time.

Rule 7(3)(g) Increase the allotted time for information items to ten minutes.

Rule 9 If there is nothing binding in State code, change the voting language from “yes and no” to “aye and nay” when voting on items.

The meeting adjourned at 6:20 p.m.


Sharla Bynum, Council Chair


Craig D. Burton, City Recorder

March 11, 2020

CITY COUNCIL - WORK MEETING LIST OF ATTENDEES

NAME

ADDRESS

REPRESENTING

Ben HARDY

Branden Syracuse

Georgia Hunter

The Applicant

338 E Parle Creek Ln

Crj. Teckahl

Self

SELF

LINDSEY EDWARDS, MSW



EDUCATION

Columbia University School of Social Work, New York, NY.

Master of Science in Social Work

Concentration: General Practice and Programming; Contemporary Social Issues

The University of Texas, Austin, TX.

Bachelor of Science in Communication Studies

Business Foundations Certification

PROFESSIONAL DEVELOPMENT

Harvard Business Review Management Mentor Certification

Adaptive Leadership Certification

Crucial Conversations Certification

CAPACITY-BUILDING and DEVELOPMENT EXPERIENCE

January 2019-February 2020

YMCA of Northern Utah, UT.

Regional Director

- Member of Executive Leadership Team
- Manage all programmatic operations for Salt Lake County and Wasatch region
- Responsible for managing budgets for afterschool program, early childhood program, Summer day camps, and resident camps
- Building brand recognition in the community
- Building civic and community-based partnerships
- Manage and facilitate 2 committees consisting of YMCA Board of Directors members

November 2017-December 2018

United Way of Salt Lake, UT.

Senior Director of Civic Partnerships (Promotion)

- Co-designed and delivered capacity-building trainings for over 100 non-profit practitioners
- Co-designed and delivered 5 different professional development trainings for internal employees
- Responsible for managing research-based programming to meet the unique needs of 7 partnering communities
- Responsible for building the collective leadership and shared accountability of 7 municipalities throughout the Wasatch Front including Mayors and City Councils
- Responsible for sustaining relationships with 3 school districts, numerous local businesses, state and county government agencies, and philanthropists within 7 partner communities
- Successfully written and implemented both State and Federal grants in 4 different communities
- Currently serve on numerous advisory groups and coalitions throughout the Wasatch Front

- Responsible for budgetary management of 40 community partnering agencies

April 2016-November 2017

United Way of Salt Lake, UT.

Senior Director, Place-based Initiatives (Promotion)

- Conducted in-depth landscape analyses of 4 partnering communities
- Leveraged local resources to build cradle to career support systems for partnering communities
- Worked with partners to develop a set of performance measures and monitor programmatic progress using continuous improvement science

November 2014-April 2016

United Way of Salt Lake, UT.

Senior Director, Community School Partnerships (Promotion)

- Led the United Way Community Schools Initiative across 4 school districts and 3 counties
- Responsible for maintaining data management system which was adopted district-wide by Granite School District
- Responsible for hiring, retaining, mentoring, and supervising the team of 12 Community School Directors

July 2012-November 2014

United Way of Salt Lake, UT.

Community School Director, Woodrow Wilson Elementary

- Responsible for continued development, implementation, and collaborative direction of Woodrow Wilson Elementary Community School
- Demonstrated working experience with diverse and underserved communities to address healthcare and social support needs
- Managed community partnerships, and aligned them with school academic and support services

PROGRAM DEVELOPMENT and COORDINATION EXPERIENCE

September 2011-May 2012

Harlem United Community AIDS Center, New York, NY.

Vocational Education Development Program

- Provided individual vocational counseling to 15 adult clients who are HIV positive
- Facilitated computer, vocational, and stipend workers' supervision groups weekly to 35 clients
- Collaborated with evaluation team to develop measurement tools for program monitoring
- Conducted monthly Continuous Quality Assurance for the program
- Maintained thorough and concise documentation of clients' progress on a weekly basis

September 2010-May 2011

New York City Department of Homeless Services, New York, NY.

Client Advocacy Policy and Planning Department

- Managed partnership between the NYC Department of Homeless Services and the St. John's University Scholarship program
- Secured housing and maintained public assistance cases for 60 students on scholarship
- Collaborated with students' case managers and housing specialists at 5 different homeless shelters to develop individual action plans outlining the transition to permanent housing

- Facilitated workshops/support groups for all 60 students enrolled in the Scholarship program
- Attained thorough understanding of HIV/AIDS epidemiology

February 2008-May 2010

Peace Corps, Uganda, East Africa

Community Health and Economic Development Sector

- Organized and facilitated 10 voluntary counseling and HIV testing clinics
- Created an organization-wide Life Skills Program
- Taught weekly Life Skills classes to kids aged 14-20 years in my community
- Created a gardening and nutrition program at a rescue home for 30 HIV positive kids ages 5-18 years

Christy Dahlberg



January 23, 2020

Dear Mayor Wood,

It is my understanding that there is an open Planning Commission seat in District 1 in South Salt Lake where I reside. I believe I am qualified to fill this seat and would be an asset for the community that I care deeply for.

My qualifications include three years of experience at the Wasatch Front Regional Council in the Community and Economic Development group where I work on the Transportation and Land Use Connection Program, as well as administer the Community Development Block Grant (CDBG) Small Cities Program.

I am also halfway through the Master of Public Administration program at the University of Utah. Through my training and experience, I believe I can help to encourage the continual smart growth development I have seen in South Salt Lake for the nearly year and a half I have been a resident. I would be proud to be considered to fill the seat.

Sincerely,

Christy Dahlberg

Christy Dahlberg

Urban and Transportation Planning



EXPERIENCE

Wasatch Front Regional Council, Salt Lake City — Community Development Planner

September 2017 - Present

Administer the Community Development Block Grant (CDBG) Small Cities Program, promulgate projects, provide data and support to CDBG Regional Review Committee, update policies and procedures, provide planning and administration support

Member of the Transportation and Land Use Connection program, project procurement, project manager, technical support

Wasatch Front Regional Council, Salt Lake City — Community Development Administrator/Economic Development Intern

February 2017 - Present

Promulgate program, local government assistance, manage federal requirements, planner in the Transportation and Land Use Connections program

Demographic statistics research, document and presentation formatting, create agendas, craft official emails, prepare meeting packets, SWOT analysis

Utah Department of Transportation, Salt Lake City — Transportation Planning Intern

January 2016 - April 2017

Data collection for the agency's current energy output, research on best sustainability practices, create presentations, presented findings at UDOT conference, data analysis

Brighton Bank, Salt Lake City — Teller/ Administrative Assistant

November 2009 - December 2014

Personal banker, provide great customer service, foster relationships, audit accounts, update customer information, organize files

EDUCATION

University of Utah, Salt Lake City — Master of Public Administration

August 2018 - December 2121 (anticipated graduation date)

University of Utah, Salt Lake City — Bachelor's of Science in Urban Ecology, Minor in Environmental Studies and Global Sustainability

August 2011 - May 2016

This program taught me to think in systems, and consider the consequences of each action pertaining to the economy, environment, and social well-being of an area.

SKILLS

Data research and analysis.

Presenting to an audience.

Organizational skills.

Fostering and developing relationships.

Maintaining a database.

Fast learner.

Proficient in Excel.

Proficient in Word.

Proficient in the Adobe Suite.

Thinking in systems.

iSOUTH
SALT LAKE
Feb 21, 2020

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SALT LAKE
Feb 21, 2020

Map 1				
	<u>Census Block Populations</u>			
	1646	2361	1318	1129
	2470	2992	1110	1090
	1360	1555	1017	565
	1062		682	636
			1900	2043
Total	6538	6908	6027	5463

2017 Estimated Population: 24936
Even 4 Area Population: 6234

The boundaries in Map 1 are made up of combined Census Block's. Each was divided to get them as close to even as was possible. These areas do not include population for new construction built after 2017.

Map 2				
	<u>Residential Homes Per Area</u>			
	2817	2981	2711	2808
	<u>Estimated 2.2 per Household</u>			
Total	6197	6558	5964	6177

Total Households: 11316
Count per Household: 2.2

The boundaries in Map 2 focus on the number of residential households. Boundaries are drawn based off major streets or landmarks. This map was built to include new construction built after 2017, but does not account for density.

ETHICS



CITY OF SOUTH SALT LAKE
CITY COUNCIL
MARCH 2020

Applicable Laws



- Utah Municipal Officers' and Employees' Ethics Act
 - (UCA 10-3-1301 et seq.)
- Utah Public Officers' and Employees Ethics Act
 - (UCA 67-16-1 et seq.)

Utah Municipal Officers' and Employees' Ethics Act



- Utah Code Ann. § 10-3-1301
- Purpose: The purposes of this part are to establish standards of conduct for municipal officers and employees and to require these persons to disclose actual or potential conflicts of interest between their public duties and their personal interests.
- Intent: Build public trust in government officials

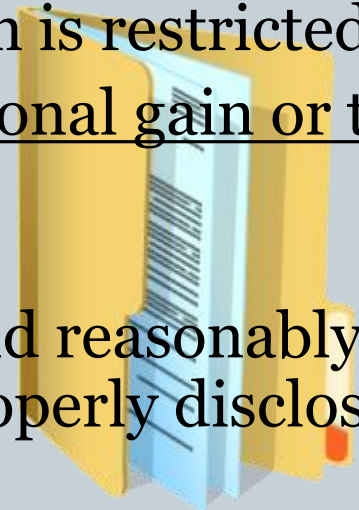
Who does the law apply to?



- Elected Officials
- Appointed Officers
 - Committees, agencies, boards (regardless of compensation)
- Municipal Employee
 - Any person employed by a municipality or a community reinvestment agency

Disclosing private, controlled, or protected information

- Public officials have access to sensitive information:
 - Personal information
 - Real estate documents
 - Business trade secrets
 - Medical documents
 - Documents of criminal and internal investigations
 - Attorney work product
- The **use** and **disclosure** of this information is restricted
- Using or disclosing the information for personal gain or to aid or assist another is unlawful
- Accepting employment or engaging in business/professional activity that one would reasonably expect would require or induce one to improperly disclose this info is unlawful



Inappropriately using official position



- Officials may not use or attempt to use position or title to gain economic or personal advantages.
 - “Do you know who I am?”
- Nor may they do so for others.
 - “I’ll pull a few strings for you.”
 - Special requests for fee waivers
 - Influencing investigations



Inappropriate Gifts or Economic Benefits



- **Gift:**
 - Which would tend to influence a reasonable person's decision
 - Recipient knows or should know that the gift is given to reward them for official action taken
- **Economic Benefit:**
 - Loan at rate below FMV
 - Compensation for private services at rate above FMV
- **Excludes:**
 - Occasional non-pecuniary gift less than \$50
 - Publicly presented award for service
 - Bona fide loan
 - Political campaign contribution.

Bribery



Receiving or Soliciting a Bribe:

- 1) Asking for, soliciting, accepting, or receiving, either directly or indirectly...
- 2) Any benefit...
- 3) With the understanding, agreement, or purpose to influence an action, decision, opinion, recommendation, judgment, vote, nomination, etc

Still a crime, even if:

- 1) Benefit is conferred after the action
- 2) The person sought to be influenced did not act in the desired way
- 3) The person sought to be influenced was not qualified to act in the desired way
- 4) The person sought to be influenced has left office

This may be committed by any person involved.



Public Perception

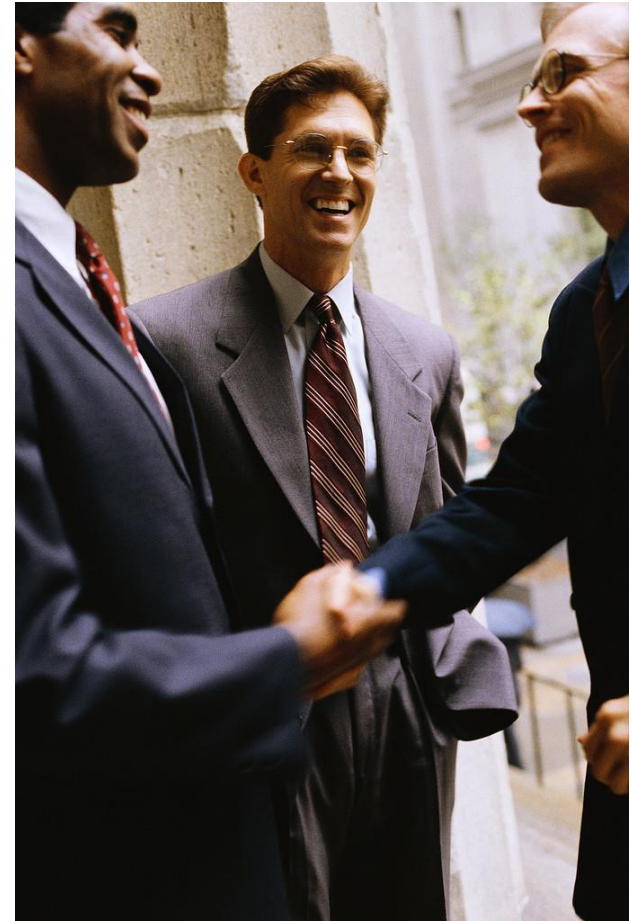


- City routinely does business/regulates for-profit entities
- City Staff v. Elected Officials Roles
 - Appearance of selling your vote
- City Attorney advises against meeting with these entities, but if you have to invite technical City Staff to be present
 - Meeting alone is NEVER a good idea
 - Having staff present may help balance interests and help eliminate a public perception problem

Business Transactions - Disclosure



- It is unlawful for members of a public body to receive compensation for assisting a person or entity in a business transaction with the City UNLESS the official:
 - Provides sworn written disclosure to Mayor, and
 - Provides oral disclosure to body immediately before the discussion
- Written disclosure is a public document.
- Disclosure must be provided at least 10 days prior to the earlier of: (1) the transaction, or (2) receipt of compensation



Conflicts of Interest: Business Interests- Disclosure



- Officials who have a substantial interest in a business which is regulated by the City must disclose the relationship in writing to the Mayor
 - “Substantial interest” means at least 10% interest by the official, their spouse, or their minor children.
 - Substance of disclosure is reported to governing body
- Must keep the disclosure updated.

Conflicts of Interest: Business Transactions- Disclosure



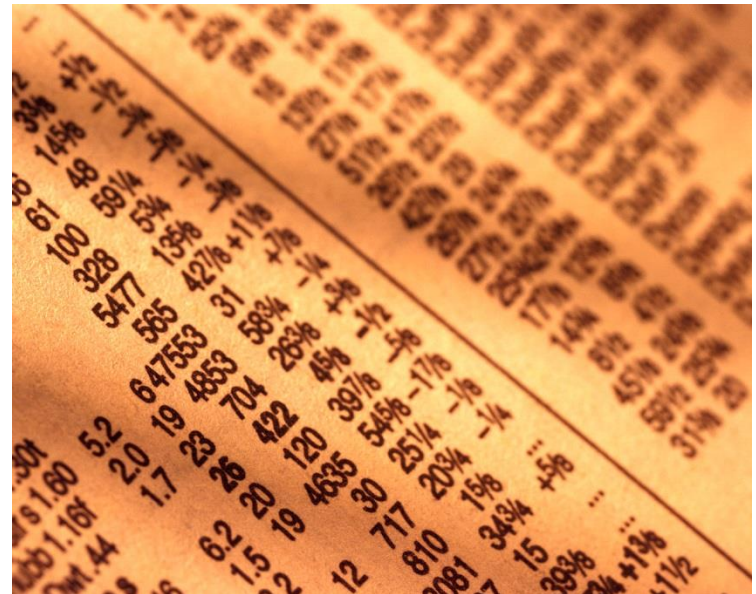
- If you have a substantial interest in a business which will be engaging in a transaction with the city, regardless of where it is headquartered, then you must publicly disclose to the members of the public body the business interest prior to discussing the transaction.
- The disclosure need not be in writing, but must be included in the meeting's minutes.



Conflicts of Interest: Investment & Personal



- Any interest which creates a conflict between the official's personal interests and the employee's public duties must be disclosed to the Mayor in writing, who will then disclose it to the Council.
 - This includes investments and personal interests



Disclosure



- Elected officials disclose any conflicts of interest:
 - Upon election
 - When the nature of the conflict has changed
 - In cases of receiving compensation for assisting a person or entity in a transaction, at least ten days before the contract date or ten days before receipt of the compensation, whichever is earlier.

Rule 11 of Council Rules- Disclosure



- **Your Rules**

- “Under most conflict of interest situations, Council Members should abstain from voting on a matter if they have a substantial interest in the item before the Council, and to avoid participating in the discussion as well.
- “substantial interest”- 10% or more ownership by council member or immediate family.

When in Doubt....



- **Disclose**

- Under state law, conflicts do not require an officer to abstain from voting or discussing the transaction or issue. Officers are free to do business in and with the municipality.
- But they must disclose the relationship and/or conflict
- These are minimum standards. Public scrutiny may determine whether you *should* abstain. (and your own rules)

- **Report**

- If you feel there has been a violation, seek to enforce it through the proper channels. It is unfair to make a public accusation of an ethical violation or conflict of interest for political purposes.

There may be a difference between what you feel is right, and what the law requires.

Accepting Employment



- It is unlawful to accept other employment or engage in any business that one might expect
 - Would require or induce him/her to improperly disclose controlled information
 - would impair one's independence of judgement in the performance of his public duties, or
 - would interfere with the ethical performance of one's public duties

Enforcement



- Self regulating by recusing when conflict- Not your job to call someone else out
- Political Subdivisions Ethics Review Commission for any violation of the Ethics Act
- Criminal Sanctions for some offenses
 - Disclosure not a defense for crime
- Removal from Office/Employment

Review



- **Criminal Sanctions/Dismissal from Office**

- Use office to get special privileges for yourself or others
- Sell votes
- Gifts over \$50
- Using secrets that advantage you or others

- **Disclosure of Conflicts**

- Based on Economic Interest of you or close family member
 - ✦ If business with City
 - ✦ If regulated by City
- Personal interest that conflicts with public duty
- How?
 - ✦ Writing (to Mayor)
 - ✦ Oral (when it comes up)



Questions or Discussion