

MINUTES OF THE UTAH LEAGUE OF CITIES & TOWNS
BOARD OF DIRECTORS MEETING
50 SOUTH 600 EAST, SUITE 150, SALT LAKE CITY, UT 84102
MONDAY, DECEMBER 10, 2018 @ 9:30 AM
(TIMES ARE APPROXIMATE)

CONDUCTING: ULCT Board of Directors President, Mayor Jon Pike, St. George

EXECUTIVE BOARD

Mayor Jon Pike, President, St. George
Council Member Mike Mendenhall, 1st Vice President, Spanish Fork
Mayor Mike Caldwell, 2nd Vice President, Ogden City
Council Member Beth Holbrook, Past President, Bountiful

BOARD OF DIRECTORS

Mayor, Michelle Kaufusi, Provo
City Council, Dustin White, Roosevelt
Mayor, Dawn Ramsey, South Jordan
Mayor Andy Beerman, Park City
Mayor Dean Baker, Naples
Council Member Jewel Allen, Grantsville
Council Member Damon Cann, North Logan
Council Member Richard Barnett, Richfield
Council Member Erin Mendenhall, SLC
Council Member Brett Graham, Holladay
Mayor John Christensen, Mayfield Town
Mayor Jim Talbot, Farmington
City Manager, City Managers Association Rep, Gary Hill, Bountiful
Mayor, Jeff Silvestrini, Millcreek
Mayor, Len Arave, North Salt Lake
Mayor, Emily Niehaus, Moab
Council Member, Nicole Martin, Herriman
Mayor, Maile Wilson Edwards, Cedar City

EX-OFFICIO MEMBERS

ULCT Legal Counsel, David Church
City Recorder, S. Annette Spendlove, UMCA President, North

ULCT STAFF

Cameron Diehl, Executive Director
Rachel Otto, Director of Government Relations
Nick Jarvis, Chief Operating Officer
Roger Tew, Senior Policy Analyst
Meg Ryan, Manager – Land Use Academy of Utah
Brandon Sith, Legislative Research Analyst
Susan Wood, Director of Communications and Training
Karson Eilers, Legislative Research Analyst
Abby Bolic, Operations Coordinator

CITIZENS

Ron Mortensen

1. Welcome and Introductions – Mayor Jon Pike, ULCT President

President Jon Pike called the meeting to order at 9:33 am and called for introductions. Those in attendance introduced themselves and where they were from.

2. Public Hearing: FY 2019 Budget Amendment – Mayor Jon Pike, ULCT President

Roger Tew from the League Staff discussed the newly remodeled office. He stated that is at completion and spoke on the final costs (that are significantly higher than anticipated) partly due to the furnishing of the remodeled space that were not accounted for in the budget. The staff created a budget amendment for the Board to consider. Through the amendment, the transfer from reserves revenue for fiscal year 2019 is increased by \$150,000 which is an increase in Capital Improvement because of the expenditures for the Office Remodel. ULCT staff provided public notice for a public hearing and is asking the Board to consider adopting a motion amending the fiscal year 2019 Budget.

President Pike opened the Public Hearing at 9:41pm

There were no comments and the Public Hearing closed at 9:42pm

ACTION: Mayor Jeff Silvestrini moved to approve the FY 2019 Budget Amendment as presented. The motion was seconded by 2nd Vice President Mike Caldwell.

The motion carried unanimously

3. Review and Approval of Minutes – Mayor Jon Pike, ULCT President

The Board Members reviewed the minutes of the September 11, 2018 and October 15, 2018 ULCT Board Meeting.

ACTION: Council Member Jewel Allen moved to approve the minutes of the September 11, 2018 and October 15, 2018 ULCT Board Meeting. The motion was seconded by Past President Beth Holbrook.

The motion carried unanimously.

4. Conflict of Interest Disclosure – Mayor Jon Pike, ULCT President

There were none

5. ULCT Board & Commission Reports & Appointments – Mayor Jon Pike, ULCT President & Brandon Smith, Legislative Research Analyst

Brandon Smith reviewed the different Boards, those that had resigned, and required action for appointment or nomination:

Wasatch Front Regional Council (WFRC) – Beth Holbrook, former Bountiful Council Member, and Immediate Past President of the ULCT Board of Directors, has resigned from her seat on the WFRC. This seat only needs the appointment of the ULCT Board of Directors and we are recommending that Mayor Dawn Ramsey of South Jordan be appointed to fill this seat.

Governor's Rural Partnership Board has an open seat and suggested Mayor Niehaus of Moab be appointed.

Utility Facility has an open seat and Troy Fitzgerald, City Manager for Springville is being suggested as the nominee that we submit to the Governor's Office for appointment, then finally to the Senate for confirmation.

Quality Growth Commission has one seat open and Mayor Jenney Rees of Cedar Hills is being suggested as the nominee that we submit to the Governor's Office for appointment, then finally to the Senate for confirmation.

Envision Utah has invited ULCT Director, Cameron Diehl to serve on their Board for a 3-year term

ACTION: Mayor Jeff Silvestrini moved to approve the appointments and nominations as presented. The motion was seconded by 2nd Vice President Mike Caldwell.

The motion carried unanimously.

Council Member Erin Mendenhall attended the Quality Growth Commission and will send a report. The Governor is recommending 2.6 million for soliciting application. Director Cameron Diehl stated that the legislatures are moving fast on legislation for growth and we need to be on top of all this.

- **Commission on Housing Affordability** – Andrew Johnston of Salt Lake City and Chris Condie of Lehi.
This board has been very active this summer. Andrew and Chris have worked on the Commission, and many of its subgroups to work on legislation for this coming legislative session.
- **Emergency Management Administration Council** – Dustin Lewis of South Jordan and Jonathan "Mike" McCombs
The Council last met on November 28. Topics included water outlook and conservation efforts, fire season report, "see something, say something" campaigns, and the potential for a bill addressing the Disaster Recovery Fund.
- **Procurement Policy Board** – Bryan Hemsley of Salt Lake City
The board meets only as needed. Their last meeting was in April, in which they discussed a proposed rule amendment for scoring evaluation criteria in the RFP process.
- **State Records Committee** – Cindi Mansell of Salt Lake City

The Committee met this past month for three hearings on records cases ranging from appeals of denied requests, to a request for a fee waiver for costs associated with records production.

- **Utah Indigent Defense Commission** – Nicole Cottle of West Valley and Ryan Loose of South Jordan

The Indigent Defense Commission in its first year of operation has made great strides in educating cities and counties on how to properly provide and contract for indigent defense. Nicole Cottle reported that better tracking of cases and attorneys involved with indigent defense would be very helpful in better understanding how funds are used for indigent defense. Ryan Loose reported that the IDC has also provided grant funds to a handful of entities, one of which was Ogden City.

- **Towing Advisory Board** – Mark Stratford of Ogden and Brian Jones of Provo

Mark Stratford and Brian Jones have been in regular communication with ULCT staff regarding towing and the issues they are discussing, including signage for towing, rotation list qualifications for towers, and the appeals process for those removed from the list.

- **Utah Communications Authority Board** - Gary Whatcott of South Jordan and John Park previously with Cottonwood Heights

Gary Whatcott and John Park have reported that the UCA Board has been working diligently on updating radio communications around the state, as well as developing overall policies and procedures for the newly structured UCA Board. The Board keeps busy as it addresses the needs of radio communications, 911 services, and public safety answering points (PSAPs).

- **Utah Substance Use and Mental Health Advisory Board** – Howard Madsen of Sunset

Mayor Madsen, as a retired police officer, is working hard to keep the message of prevention as an important piece of the discussion on opioid abuse. He reports that there is a great amount of discussion about treatment and shared the efforts the committee is involved in regarding awareness campaigns.

6. **Review & approval of Check Register – Nick Jarvis, Chief Operating Officer**

Nick Jarvis review the check register with the Board

ACTION: Council Member Erin Mendenhall moved to approve the check register as presented. The motion was seconded by Mayor Jim Talbot.

The motion carried unanimously.

7. **FY 2019 Q1 Financial Report – Nick Jarvis, Chief Operating Officer**

Nick Jarvis reviewed the Q1 Financial Report and stated what revenues had been collected and the expenditures for this quarter. Council Member Erin Mendenhall started that it would be

helpful for us to know as Board Members what to expect in revenue and asked that be considered in the budget process.

Director Cameron Diehl stated that this year 248 cities are now participating in the ULCT. Council Member Jewell Allen said that she believes this is because of the ULCT staff and thanked them for their efforts.

Mayor Pike mentioned that because of the policies and procedures that are in place, that the finances are being watched and he is grateful for all the changes.

ACTION: Mayor Maile Edwards moved to approve the FY 20-19 Q1 Financial Report as presented. The motion was seconded by Council Member Brett Graham.

The motion carried unanimously.

8. Presentation of the FY 2018 Annual Audit – Eide Bailly LLP

Mike Mickelson from Eide Bailly presented and reviewed the FY 2018 Annual Audit with the Board. He stated that this is their 3rd audit with the ULCT. He reviewed the:

- Nature and timing transactions
- Sample of materials
- GASB
- Cash Records
- Adverse Opinion
- Page 12 (second to last Paragraph in report) next year Adverse Opinion will not be part of the Audit Report

President Pike asked for questions for those new Board Members who don't know about the two trusts that we are almost wrapped up on these items. Counsel Dave Church and Roger Tew explained the Coop and the money that has been transferred and paid what was owed and waiting for paperwork to be transferred. Mayor Wilson Edwards asked when this is expected to be completed and Counsel Dave Church replied that he will be doing this right away.

Mike Mickelson talked on internal controls that are part of the policies and procedures and was pleased that staff is doing so well with the finance procedures.

Council Member Erin Mendenhall thanked the staff for being forthcoming.

Travis Vadnais Auditor thanked Cameron, Nick and team for providing the information in a timely manner for the audit.

ACTION: Council Member Erin Mendenhall moved to approve the FY 2018 Annual Audit as presented. The motion was seconded by Council Member Brett Graham.

The motion carried unanimously.

9. FY 2019 Budget Amendment – Cameron Diehl, Executive Director & Nick Jarvis, Chief Operating Officer

Past President Holbrook motioned that this remodel wouldn't have happened with some of our Past Presidents and current staff and thanked them all. The motion was seconded by Mayor John Christensen.

The motion carried unanimously.

This item was voted on in item 2 of the minutes.

10. Y2 Analytics Toolkit & update from Meeting with Governor Herbert –Cameron Diehl, Executive Director & Mayor Jon Pike, ULCT President

11. ULCT Communication Plan (#Cities Work, Op-Eds, Rapid Response Subgroup, Report Back)
Item 10 & 11 were discussed together.

Director Cameron Diehl said that he needs strategic suggestions because that is what Governor Herbert said when he met with him on November 20, 2018 with regard to housing and sales tax. 2nd Vice President Mayor Mike Caldwell asked if we will have a seat at the table. President Pike stated that affordable housing bill scares him and we will need to be careful if a bad bill is presented we need to be out there saying it is bad. Director Diehl said he is committed to keep us at the table for both these items and we need to decide how to tax those that are not currently taxed. Director Diehl asked each Board Member what their city is doing on growth and asked each to send the staff that answer. He stated that we are opening the door to housing facts and we need to share. City Manager, Gary Hill said we have a hand in this, but when we talk about winning we are part of the solution and need to be working towards the problem. Director Diehl said we need to know which cities are proactive, what residents want, who residents trust, and how cities are implementing plans. Questions that were asked:

- Need better understanding of how this impacts my community
- Need continuity in getting our message out there
- Are we playing in the game
- Do we welcome perception
- Affordable Housing for employees
- Increase of density
- Need to educate our residents
- How much push back on infrastructure
- Put some burden on the State
- Is legislature interested in what we have done

Director Diehl stated that Governor said is the ULCT is not interested in changing the 50/50 sales tax. Governor doesn't want to become like Houston Texas, never been a supporter of Presidents Trumps Tarriff control and wants to know what cities are doing about the housing problem. President Pike mentioned that we will get know where with the Governor if we bad mouth developers. The plan for growth study slideshow was shown at this time. The topics of the slide show were: Strategy, Education, Impact Fees, Sales Tax, and Proactive. The draft bill will be presented at LPC today.

12. Other ULCT Subgroup Reports (Convention, Amicus Briefs)

None were given

13. Closed Session (if needed)

Not needed

14. Other Business

None.

15. Adjourn

2nd Vice President Mayor Mike Caldwell motioned to adjourn the meeting. The motion was seconded by Mayor Jim Talbot.

The motion carried unanimously.

Adjourned at 11:45am