MINUTES OF THE UTAH LEAGUE OF CITIES & TOWNS
BOARD OF DIRECTORS MEETING
DIXIE APPLIED TECHNOLOGY COLLEGE, ROOM A-329, 610 STECH RIDGE DR,
ST. GEORGE, UT 84770
WEDNESDAY APRIL 25, 2018 @ 11:45 AM
(TIMES ARE APPROXIMATE)

CONDUCTING: ULCT Board of Directors President, Council Member Beth Holbrook, Bountiful

EXECUTIVE BOARD
Council Member Beth Holbrook, President, Bountiful
Mayor Jon Pike, 1st Vice President, St. George
Council Member Mike Mendenhall, 2nd Vice President, Spanish Fork
Steve Hiatt, Past President, Kaysville

BOARD OF DIRECTORS
Council Member Don Christensen, West Valley City
Council Member Steve Fairbanks, Sandy City
Mayor Andy Beerman, Park City
Mayor Mike Caldwell, Ogden City
Council Member Damon Cann, North Logan
Council Member Richard Barnett, Richfield
Council Member Jewel Allen, Grantsville
Mayor Pat Brady, Green River
Mayor Len Arave, North Salt Lake
Council Member Nicole Martin, Herriman
Mayor Kaleen Potter, Heber City

EX-OFFICIO MEMBERS
Ben Reeves – Santaquin, UMCA
Teresa Harris, Logan City Recorder, UMCA
David Church, ULCT Legal Counsel

ULCT STAFF
Cameron Diehl, Executive Director
Rachel Otto, Director of Government Relations
Nick Jarvis, Chief Operating Officer
Roger Tew, Senior Policy Analyst
Susan Wood, Director of Communications and Training
1. Welcome and Introductions – Council Member Beth Holbrook, ULCT President

President Beth Holbrook called the meeting to order at 12:06 pm and called for introductions.

2. Review and Approval of Minutes – Council Member Beth Holbrook, ULCT President

The Board Members reviewed the minutes of the February 12, 2018 ULCT Board Meeting.

**ACTION:** Council Member Jewel Allen moved to approve the minutes of the February 12, 2018 ULCT Board meeting. The motion was seconded by Mayor Bob Stevenson. The motion carried unanimously.

3. Conflict of Interest Disclosure – Council Member Beth Holbrook, ULCT President

There were none.

4. Review and Approval of Check Register – Nick Jarvis, Chief Operating Officer

Nick Jarvis reported on the League’s check register and credit card statement for February and March 2018. President Beth Holbrook asked for clarification on the $3900 condo fees. Mr. Jarvis replied that this check was voided; $3000 was for rent and $900 for condo fees and it was two separate checks issued to the right place.

**ACTION:** Mayor Caldwell moved to approve the February and March 2018 Check Register and Credit Card Statement as presented. The motion was seconded by Council Member Fairbanks. The motion carried unanimously.

5. ULCT Board and Commission Reports – Council Member Beth Holbrook, ULCT President

Council Member Fairbanks spoke on the Free Market Protection and Privatization Board. He stated that this committee still exists and meets quarterly, but has not been funded by the legislature for the past few years. They are looking at ways the government conflicts with private companies and that cities are trying to do what they can on their own to provide affordable recreation for their citizens. Roger Tew stated that the history of this board started off very differently and has now lost its steam and encouraged Council Member Fairbanks to continue attending.

President Holbrook talked on the land dispute with Rocky Mountain Power and Wasatch and Summit Counties.

6. ULCT Board and Commission Appointments - Cameron Diehl, Executive Director & Brandon Smith, Legislative Research Analyst

Director Diehl addressed the board. At our last board meeting in February we discussed all boards and commissions for which the league is responsible for, either a recommendation to
Governor’s Office for appointment or a direct appointment. Brandon was tasked with organizing a list of all the boards and commissions for which we are responsible for. We have now posted them on our website so city leaders know who is representing the league on different boards and commissions. Because of November election and because of legislation, there are several vacancies that are open within the next month or so. We’ve consolidated all those vacancies into this form, a specific handout with a couple updated names from the handout in the board packet.

Brandon also put together a short explanation that is in your board packet about each of these particular boards. We can discuss the individual boards or we can jump into the specific recommendations.

Director Diehl stated that he has a list of every email and resume that were submitted from people expressing interest in participating on these various boards. As director, you will see names in purple. Those are names as staff and director, which we are recommending that we either forward to the Governor’s Office for his consideration or direct appointments by the league board. Referred to sheet; front page, governor notarial appointments. Second page, league board appointments. Last three pages, not technically appointments per se, not Board of Director but an Advisor Committee.

Director Diehl continued, Get Healthy Utah, Nick Jarvis was asked to be a part of that group, not an official appointment, just for league representation.

Governor’s partnership board, statue requires that that individual has to be a member of the league board. Mayor Carron filled that position. In January when she gave up her seat the position sat vacant. Brief discussion of anyone who is on the Wasatch Front and is interested in filling that spot who is a current board member. Mayor Baker was asked about it when Mayor Carron took the position and Mayor Baker was happy to let Mayor Carron, Kaleen or Dr. Barnett. David not sure if you are qualified or not, because the definitions are vague. So, if you are off the Wasatch Front, whether or not they would accept you, I do not know.

Discussion regarding meeting dates and times. Will follow-up if they have regular scheduled meetings coming interim.

On the other names, the most important one I want to draw your attention to is the Commissions on Housing and Affordability. We will be spending a lot of time in the conference talking about housing affordability and affordable housing, which is going to be an enormous issue this interim. We were successful in lobbying against some bills this past session. If you want to see the worst case scenario, take a look at what is happening in California, where the legislature last year passed 15 bills targeted at local governments, which reduced cities abilities to zone, plan and have land use authority. The assembly this year is considering several more, including one that was introduced last week, which would give BART (Bay Area Transit Authority) land use authority around all the BART Stations instead of the cities in the area. So, as you look at the new Transit District Utah, what UTA could become, that is something that is disconcerting that that trend is out there and we do not want that to come here. We see this as a tremendous opportunity for us to be proactive, aggressive, and making sure we are on this commission and we are looking for actual
solutions for which cities actually have some control. Four names have been put forward, including Steve, who is currently on the board, Steve serves on another board, and so if the Governor were to accept Steve, then we would replace him on that other board. The Governor’s Office will not consider one name for one spot. The Governor wants two names for each spot.

Mayor Beerman recommended for Quality Growth Commission and Mayor Shepard from Clearfield. There are two other spots on the Quality Growth Commission, who both are vacant this summer. So, if Mayor Shephard receives this appointment, then we would consider the two appointments in the summer.

Open discussion or questions regarding the particular boards.

Joint Highway Committee, Mayor Pike appointed. We have a meeting tomorrow afternoon. Agenda, leading discussion about either ending the Joint Highway Committee or radically changing it, so that it serves both functions. Bi-laws, created in 1983, for a certain purpose, which no longer exists. It has since been hijacked for different things, so we are trying to rein it back in. We will hopefully scale this committee back.

Opened for questions and discussion.

SUMMARY: Director Diehl reviewed the outdated Commissions and suggested recommendations in Exhibit A. He let the board know how important it is to be proactive on the Commission for Housing Affordability.

ACTION: President Beth Holbrook moved to approve the nominations to send to the Governor including Kaleen Potter who is not on the Exhibit A for appointment and the ULCT appointments. The motion was seconded by Mayor Pike. The motion carried unanimously.

7. Our Schools Now – Austin Cox

Mr. Cox gave an overview of how Our Schools Now would like to provide additional funding for public education. He asked the Utah League of Cities and Towns for their support (see exhibit B & C).

ACTION: Mayor Caldwell moved the staff move with continued effort to do more research, connection and education to communities to get feedback and bring back to the Board. Mayor Pike seconded the motion. The motion carried unanimously.

8. Medical Marijuana – Cameron Diehl, Executive Director & Karson Eilers, Legislative Research Analyst

Director Diehl stated that on April 16, 2018 the Utah Patients coalition submitted signatures to the office of the Lt. Governor to put legalizing medicinal marijuana on the ballot in November 2018. Sufficient signatures have not yet been verified, but will be verified within
the next couple of weeks. If the initiative qualifies for the ballot, then ULCT would consider a public position of opposition because the Utah Medical Cannabis Act would preempt local control over land use and licensing, which violates the core principles of local control. There are two provisions entitled “local control” that explicitly preempt the local control of municipal government.

Director Diehl continued, in a recent poll, 75% of Utahans support the initiative, but the poll did not ask how many actually read the initiative. In the last couple of weeks, the Utah Medical Association and Governor Herbert have both come out against it. The supporters of the initiative are well funded organizations, who immediately attacked the Governor and the UMA and some members of the UMA.

Mayor Beerman sits on a Board of Western Ski Towns in Colorado, their state allows marijuana and he will do some polling of local Mayors and Council Members to see how medicinal marijuana has affected their state and local municipalities.

Director Diehl stated if the signatures get verified within the next week or two, then it would be discussed at a future board meeting.

Additional notes:

- Cameron Diehl stated the gist of the Marijuana Initiative is the language that is currently in there, undermines local control over medicinal marijuana dispensaries that could pop up in your communities
- Utah Medical Cannabis Act, local cities cannot prohibit medicinal marijuana. Violates the core principles of local control
- Growing, initiative would authorize individuals to grow if they are a certain distance from a dispensary, you could grow your own onsite and the cities could not preclude that either
- Manufacture growing, cannabis production facilities and cannabis dispensaries

9. FY 2019 Proposed Dues – Nick Jarvis, Chief Operating Officer

Nick Jarvis reviewed the dues formula, there is a growth component, if approved there is almost a 5% increase in overall revenue, but none of the factors have been changed.

Director Diehl explained, historically dues invoices go out in mid-April. Historically the video conference is the first week in April, so the board makes the determination on the dues and then the invoices go out. Since the board meeting was later in April, they held a conference call with all four members of the Executive Board. The Exec Board decided to make the decision to send the invoices out before this board meeting, subject to ratification and keep the factors the same, there was no change in the factors.

Some municipalities will see a change in their dues either less or more, because of the growth rate and increased property values, the factors and the dues formula did not change. So, as your population grows, sales tax receipts grow, commercial and residential property evaluations grows, and then your dues will increase.
ACTION: Council Member Allen moved to approve keeping the dues calculation for fiscal year 2019 the same as 2018. The motion was seconded by Mayor Pike. The motion carried unanimously.

10. ULCT Constitution & Bylaws – Council Member Mike Mendenhall, ULCT 2nd Vice President & Cameron Diehl, Executive Director

Mike Mendenhall presented. Memo of a couple of the issues that have come up regarding the Constitution Amendments we are proposing. Referred to email regarding question on who are voting members in the league? Inclusion of metro townships, City Managers, and Associations having a part in the Executive Board and a voting member. We will discuss these on Friday at our meeting.

Director Diehl addressed the group; procedurally the board has to approve the language that goes before the membership on Friday. The language that is in the constitution document on our website for the month of April is all the same. We have a couple of proposed additions to the constitution document that was in the board packet. There are three potential amendments.

Proposed Amendment B&C: Clarify the new voting member from UCMA would have to be from a city or town, a member of the league, rather than just a member of UCMA. UCMA updated their bylaws yesterday, also to reflect this language for the position that would be a voting member on the league board. We received complete support from UMCA. UCMA would elect a Legislative Chair who would serve on our board for four years, so there would be some continuity and would have to be a member in good standing with the league.

Director Diehl noted the rest of the constitution as a reminder. Expanding this board from 16 voting members to 21 voting members, change this position to an Ex-officio to a voting member, the Municipal Clerks Association will still be an Ex-officio and the General Counsel will still be Ex-officio. So, it would only change the one position and ensure the two members of this board would come from cities of 1st and 2nd class, so that would be written into the constitution.

Director Diehl continued, the town requirements would still continue, the geographic requirements would still continue, and there would be more at-large spots. There is a process that need to be undertaken to update the bylaws for the Nominations Committee and others things, to prepare for a board expansion from 16 to 21, which is why the effective date for these amendments would be September 15th, which is the last day of the annual conference. Will signal the intentions to the membership that this is the direction we are going, recognizing that we will come back in September to update the bylaws. The Board has the authority to change the bylaws, which does not have to go to the membership, just the constitution. We will have this all done by August so we have a good nomination process in place to prepare for the unveiling of the new board in September.
Director Diehl stated the controversial piece is the question of metro townships. He reviewed his recommendations. The Constitutional review committee spent a little time discussing who should be voting members. In the current constitution from 1980, there are currently five categories of membership within the league, most of which have never been used before, so we consolidated it down to essentially two categories for cities: 1 – voting dues paying membership, defined as cities and towns; 2 – catch-all for any other organization or political subdivision that wants to be a member of the league, but they would not have voting privileges and would not pay dues.

We have been contacted by several individuals from metro townships in Salt Lake County, which are five, requesting to be treated as cities and towns for purposes of the constitutions, so voting members. Director Diehl referenced the detail comparison chart, which he sent out on Monday. We can either postpone the question of membership; we can go forward with the recommendation of just city and town with the understanding that we will discuss the metro township in a little more detail, whether or not that they should be voting members; or we can decide to include the metro townships as voting members. He stated they are cities in some ways; they are not cities in other ways. They are in title 10, they are incorporated municipalities, they do not have the same tax and budgetary authority that cities do, and they do have the land-use authority that cities have. Director Diehl voiced It is probably worthwhile to have a discussion and invite someone from metro townships. Several townships told Director Diehl they were going to come to the board meeting because they wanted to speak their peace today, but they are not currently present. We could invite them to come and have that brief discussion and go forward. He stated we do need to decide which language we want to go forward with on Friday.

Opened group discussion.

**ACTION:** Council Member Allen moved to approve the constitutional amendments B&C, except amendment A, keeping the metro townships as an affiliate/associate member. The motion was seconded by Council Member Martin. The motion carried unanimously.

11. **2018 Midyear Conference Preview – Susan Wood, Director of Communications and Training**

Susan Wood reviewed the conference information and said that the conference application has the more complete information. She reminded them that this year the Counties are part of the conference attendees. There is a breakfast for Women in Local Government in the morning and a service project, packing bags with food.

Recessed at 1:55pm before entering into the retreat.

Reconvened at 2:03pm in the retreat.

12. **Strategic Planning Retreat – Melinda Greenwood, Jacques & Associates & John Park, Cottonwood Heights**
Ms. Greenwood and Mr. Parks presented as facilitators and set some ground rules before the group went into breakout groups. They also stated how this retreat came about.

Q’s:

- Who is the league?
- What do they do?
- What do we want to become?

Cameron Diehl, Director of ULCT

- What he wanted to do when he became director
- Review bylaws constitution
- Increase membership
- Discuss training
- Internal & external communication
- Survey questions we sent out

Melinda Greenwood, varying needs and how it is balanced

Q: Why does the league exist?

- Council Member Jewel Allen – strength in numbers for lobbying efforts
- Mayor Pat Brady – as a little guy it is nice to have a voice
- Unified messaging
- Council Member Don Christensen – small rural areas don’t have the access, only through the league
- Council Member Damon Cann – training component to learn how to govern more effectively
- Council Member Mike Mendenhall – we have components at the league
- Mayor Len Arave – we aren’t always on the same page as city’s but we can muster our resources through the league
- Ben Reeves – outliers because we don’t or aren’t doing what we should be
- Director Diehl – we have a leg who brings a bill under minds another city
- Mayor Len Arave – we think we can handle it better not that we want control
- Council Member Nicole Martin – one step lower, we need it at our doorsteps. How do we package the info that we get to the citizens we are protecting
- Council Member Richard Barnett – more a problem for legislatures and our citizens
- Council Member Don Christensen – many times the citizen doesn’t know where to go
- Mayor Jon Pike – for the most part they come to us first and if they don’t get what they want they go to someone above us
- President Beth Holbrook – Bountiful story on City Hall Building communication
- Ben Reeves – Mayor Curtis
- Mayor Andy Beerman – people can dislike City & Towns but love the community, each community unique
- Melinda Greenwood – welcome to League Staff
• Council Member Nicole Martin – mobilize our troops, if we can’t then take to our league troops
• Mayor Len Arave – bigger issues where you need a larger group to help. Integrate city’s at a league
• Council Member Steve Fairbanks – the wildfires is an example. We will get a new legislature who wants to make a name and doesn’t know anything about local government
• Director Diehl, jumped to a conclusion that everyone in this room has spoken to their legislature. Our challenge is to let our newly elected officials know they need to be engaged
• Council Member Nicole Martin – an engaged Mayor who doesn’t know what is going on is dangerous
• Director Diehl – we are going to LPC and asking then to contact their legislature
• John Park – it is interesting that you’ve started at one end and went up then went back down
• Director Diehl – when I go into a Legislatures office and they have heard from a citizen or local official we are in the door. We send letter to legislatures thanking them and cc’d local government who stepped up
• Council Member Richard Barnett – there is a tendency that their voice as a local official isn’t as effective as the league
• Former Mayor Steve Hiatt – closing the loop instead of local control
• John Park – consensus on community support instead of local control
• Roger Tew – need to define what this term means. To smaller cities, Richfield doesn’t care what Salt Lake City thinks
• Mayor Andy Beerman – on those smaller towns would it be more beneficial for league to take those small cities newly elected into 101 lobbying
• Director Diehl – like that concept
• Council Member Jewel Allen – what avenues do we have as an official that we know we can resource
• Director Diehl – we have a class tomorrow
• Council Member Steve Fairbanks – take the Youth City Council

Melinda Greenwood discussed the following:

Approach
• Advocate vs protect
• Power in numbers
• Educate – control and autonomy

Existing relationships
Recognizing efforts
Closing the loop

Comments:
• Steve Hiatt – local control
• Cameron Diel – definition booklet
Melinda Green asked, how do we move forward?

Discussion:

- Council Member Damon Cann – another good word is “autonomy”
- Council Member Nicole Martin – it comes down to wordsmithing
- Mayor Len Arave – there is a reason we do things at a city level
- Melinda Greenwood – so local control
- Mayor Len Arave – the reason for local control is?
- Council Member Mike Mendenhall – we let citizens know that we are so accessible that you can come and get your voice heard
- Council Member Nicole Martin – next step is educating your citizens. We are the conduit that takes it to our State Legislature
- Melinda Greenwood – how do we balance the needs of different sizes of cities
- Director Diehl – make or break issues for St. George, park City, Cottonwood Heights, etc., they can come together. Another homelessness
- Council Member Jewel Allen – doesn’t seem to be enough time in LPC meeting
- John Park – can you have a meeting after the meeting
- Council Member Don Christensen – staff doesn’t have time to do that
- Director Diehl – we are picking our battles. Are we doing what you are expecting
- Council Member Steve Fairbanks – we benefit from what you do for other cities
- Council Member Nicole Martin – there needs to be some equity for smaller cities
- Council Member Jewel Allen – I have an issue with this Nicole
- President Beth Holbrook – keeping identity is important
- John Park – we have visited three times a difference in cities
- Director Diehl – that is the reason for the caucus on Friday
- John Park – we talked about reaching out to our state legislature, we had a breakfast each year with them before the session. Have a conversation with them before the session
- Council Member Jewel Allen – Facebook group, would you consider a page with ULCT?
- Director Diehl said, reason with legal problems
- Council Member Jewel Allen – if run by a citizen then it is okay?
- Yes, Director Diehl replied
- Council Member Don Christensen – term on investment. We are standing for what we want
- Council Member Damon Cann – I really like what Council Member Christensen said as we are buying in those principles. Good example was on homeless bill. Be willing to give a little bit in order to get something at some point political expedience is important
- Mayor Andy Beerman – finding common ground brings us all together
- Director Diehl – one idea change local officials day, 1st step and then next step
- John Park – enlist league army, then go to legislature

Melinda Greenwood addressed the group of the next step, condense into small groups
Balance
- Time consuming
- Pre-empt
- Committee
- Equity or fairness

Does league…
- Facilitate cities
- To meet representatives and/or senators
- Technical legalities
- Political expediency
- Common ground

The next step – Breakout Groups (Communication, Training, Research, Legislature Advocacy)

Recessed at 3:20pm to breakout groups
Reconvened at 3:55pm from breakout groups

Information from breakout groups:

COMMUNICATION GROUP
Council Member Mendenhall presented
- social Media Platform
- slogan logo – think of something different
- think of your target audience
- ULCT – small things of what we can do but share going back to Mayor & Council
- Outreach good start, but polish and make it better
- Outreach video with media
- Mendenhall, don’t be scared to share a video

TRAINING
Meg Ryan for the ULCT asked the group:
- Think outside the box
- Generalized of specific training
- Individual training
- Separate training
- Generalized training
- Return on investment depends on what each individual person expected the training to be
- 4 specific training they have done
  - Open meetings act
The group was asked, who should cover the cost of extra training? Mayor Brady said that it would be nice to not keep having 101 training only at our conferences, but to step it up for more seasoned officials. Council Member Allen officiated the group discussion.

Group discussion:
- Green River training 101 ULCT did, sparked other training
- Council Member Jewel Allen– can we do a beginner, intermediate, and advanced track at our conferences?
- Director Diehl – Colorado league does a credential
- John Park – was surprised that we didn’t talk about communication
- Council Diehl – should our training be collecting regional or individual?
- John Park – do you teach something very specific and then have libraries?
- Ben Reeves suggested that ULCT doesn’t do our 101 training at conferences
- Mayor Len Arave – on WFRC we give grants to cities to help with planning
- Director Diehl – set aside money for scholarships to conferences code audit
- Council Member Jewel Allen – Grantsville did apply for WFRC and got it

RESEARCH

- Partnership with research institutes
- What could we be doing?
- Topics: housing, transportation, public safety
- What fund of money should we be spending on research?
- What can’t formulate policy strategy, communication without data
- What links can we exploit with academia? MPA programs

Discussion:
- Director Diehl – tax book we need to share with Cities
- John Park – there are organizations that take research to use against communities
- Director Diehl – there are organizations that take research to use against communities

Do we need to do a state of the cities each year?

Discussion:
- Council Member Damon Cann – universities for research
- Roger Tew – when we got to stabilization we now need to figure out where to put our resources

Melinda, do we have the staffing to do all you want where do we go from here?
LEGACY ADVOCACY

- What do cities need from ULCT?
- What does ULCT need from cities?

Discussion:
- Council Member Damon Cann – if we come to the league with legislative issues they should answer those
- Council Member Nicole Martin, Herriman – plays to the strengths of the staff with restrictions and stay within budget. To enhance the session after legislation pull the membership
- Council Member Mike Mendenhall – if we have a structure so that the league send a document to each city a bill it affects, invite them into the ULCT and tell them what is going on with this bill
- Mayor Andy Beerman – pick two or three topics we have spoken on today and work on them in the next year

Melinda Greenwood:

Communication
- New branding

Research
- MPA – how to utilize interns
- Explore partnership
- Take control of statistics

Training
- Affordable housing – check up on cities to see if cities are doing
- Elevate training

Retreat ended at 4:53 pm

13. Closed Session (if needed) As per Utah Code 52-4-205

Not needed.

14. Other Business

None

15. Adjourn

ACTION: Council Member Damon Cann moved to adjourn the ULCT Board of Directors meeting of February 12, 2018. The motion was seconded by Mayor Jon Pike.

The motion carried unanimously.
Adjourned at 4:54pm

MINUTES APPROVED:

___________________________________    _____________________
Chairman        Date