

UTAH LEAGUE OF CITIES & TOWNS
BOARD OF DIRECTORS MEETING
UTAH LOCAL GOVERNMENTS TRUST, 55 US-89, NORTH SALT LAKE, UT 84054
MONDAY, AUGUST 20, 2018 @ 10:00 AM
(TIMES ARE APPROXIMATE)

1. **Welcome and Introductions – Council Member Beth Holbrook, ULCT President** **10:00 AM**
2. **Review & Approval of Minutes – Council Member Beth Holbrook, ULCT President** **10:02 AM**
ACTION: Review & Approval of Minutes
HANDOUT: [June 18, 2018 Minutes](#)
3. **Conflict of Interest Disclosure – Council Member Beth Holbrook, ULCT President** **10:05 AM**
ACTION: Disclosure of any potential conflict of interest with agenda items
HANDOUT: None
4. **ULCT Board & Commission Reports & ULCT Board Update – Council Member Beth Holbrook, ULCT President** **10:10 AM**
ACTION: Receive reports from ULCT representatives to Boards & Commissions
HANDOUT: None
5. **ULCT Board & Commission Appointments – Cameron Diehl, Executive Director** **10:15 AM**
ACTION: Review and Approval of Board and Commission Appointments
HANDOUT: [Board Appointments Memo](#)
6. **Review & Approval of Check Registers – Nick Jarvis, Chief Operating Officer** **10:25 AM**
ACTION: Review & Approval of June & July Check Registers
HANDOUTS: [June & July 2018 Check Registers](#)
7. **Declaration of Surplus Equipment – Nick Jarvis, Chief Operating Officer** **10:30 AM**
ACTION: Review & Approval Declaration
HANDOUTS: [Declaration of Surplus](#)
8. **ULCT Independent Contractors – Cameron Diehl, Executive Director** **10:35 AM**
ACTION: For information only
HANDOUTS: None
9. **ULCT Constitution & Bylaws – Council Member Mike Mendenhall, ULCT 2nd Vice President & Cameron Diehl, Executive Director** **10:40 AM**
ACTION: Review and Approval of proposed bylaw changes
HANDOUTS: [Proposed ULCT Bylaw Amendment](#)
10. **Update on State Legislative Items & Initiatives – Cameron Diehl, Executive Director** **10:50 AM**
 - **Water Constitutional Amendment**
 - **Medical Marijuana**
 - **Our Schools Now**ACTION: For information only
HANDOUT: None
11. **Communications Plan & Research – Cameron Diehl, Executive Director; Y2 Analytics & Penna Powers** **11:05 AM**
ACTION: For information only
HANDOUT: None
12. **Closed Session (if needed) As per Utah Code 52-4-205** **11:30 AM**
ACTION: Vote required to enter closed session (as per Utah Code 52-4-204)
HANDOUT: None
13. **Other Business**
ACTION: For Information Only
HANDOUT: None
14. **Adjourn**

MINUTES OF THE UTAH LEAGUE OF CITIES & TOWNS
BOARD OF DIRECTORS MEETING
UTAH LOCAL GOVERNMENTS TRUST, US-89, NORTH SALT LAKE, UT 84054
MONDAY, JUNE 18, 2018 – 9:00 AM

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

BOARD OF DIRECTORS

Council Member Don Christensen, West Valley City
Mayor Dean Baker, Naples
Council Member Andy Beerman, Park City
Mayor Mike Caldwell, Ogden City
Council Member Damon Cann, North Logan
Council Member Jewell Allen, Grantsville
Mayor Len Arave, North Salt Lake City
Council Member Nicole Martin, Herriman
Mayor Kelleen Potter, Heber City

EX-OFFICIO MEMBERS

David Church, ULCT Legal Counsel
Teresa Harris, Logan City Recorder, UMCA

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 9:00 am and called for introductions.

2. Public Hearing: FY 2019 Budget – Council Member Beth Holbrook, ULCT President

President Holbrook reviewed the proposed 2019 Budget. In a memo from Nick Jarvis, Chief Operating Officer it states that the ULCT staff proposed a tentative budget to the ULCT Board of Directors on May 14, 2018. The Board adopted a motion supporting the tentative budget and authorized staff to set a hearing date of Monday, June 18, 2018 for a public hearing on the tentative budget.

Staff noticed this hearing on the Utah Public Notice Website on June 11, 2018 and the tentative budget has been available to the public on the website and at the ULCT office since that time.

Staff is not proposing any changes to the tentative budget as initially proposed and encouraged the ULCT Board to consider a motion to approve the FY 2019 budget following the public hearing.

ACTION: Council Member Mike Mendenhall moved to go into a public hearing for the FY 2019 Budget as presented. The motion was seconded by Mayor Dean Baker. The motion carried unanimously.

President Holbrook opened the meeting to a public hearing regarding the proposed FY 2019 Budget.

There were no comments from the public and Council Member Holbrook closed the public hearing.

ACTION: Council Member Mike Mendenhall moved to close the public hearing as presented. The motion was seconded by Mayor Dean Baker. The motion carried unanimously.

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

The Board reviewed the minutes of the April 25, 2018 and May 14, 2018 ULCT Board Meeting.

ACTION: Council Member Jewell Allen moved to approve the minutes of the April 25, 2018 and May 14, 2018 ULCT Board Meeting as presented. The motion was seconded by Council Member Andy Beerman. The motion carried unanimously.

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

Mayor Dean Baker disclosed that he serves on the Permanent Community Impact Board which, is a Governor's appointment.

There were no further Conflict of Interest items brought forward.

5. Communications Plan for July/Rapid Response – Susan Wood, Director of Communications & Training

Susan Wood reported that the ULCT is trying to increase its social media presence and encouraged the Board to like and share posts that are made by the ULCT. They are seeing the likes on Facebook steadily rise and are almost at 1,200 Facebook likes. The most watched video made by the ULCT is the “Who we Are” video which gives information on who we are as a League. The ULCT will be highlighting festivals that are going on in Utah communities. The League is also consistently doing a Director’s message and have a full schedule of Wednesday Web Chats.

Director Diehl stated that he is still trying to find the best way to promote the Wednesday Web Chats but he feels they are going well and more interaction is occurring.

Susan Wood continued and said the League will start recognizing key dates and events and she would like the Board to participate. During today’s meeting, she asked that each of the Board Member’s step out of the meeting and participate in a one minute recorded message on what Independence Day means to them. Other projects include a video titled, “Surprises that New Mayor’s learn when they step into office” and various other projects.

Director Diehl talked about the Rapid Response Team and stated that a lot of time was spent at the conference in St. George talking about communication. He said we are seeing more and more attacks on local government and on cities and towns. The League has been strategizing on how to build a Rapid Response Team within the League organization to push back on the untrue attacks. He referred to a recent article in the Salt Lake Tribune where the reporter analyzed the compliance of the Open and Public Meetings Act for City Council’s in Salt Lake County. This is an annual story that the Tribune does and in year’s past, they did not reach out to the League and would just run the story with faulty analysis included. This year, the reporter did reach out to the League about the mechanics of the Open and Public Meeting Act but yet again, the story relayed some faulty conclusions on whether or not cities are compliant with the Open and Public Meetings Act. The League responded to the story articulating how the article was incorrect especially highlighting West Jordan City. The article was posted on various social media sites and brought attention to the issue and showed that the League will stand up for cities. The League has more ideas of how they can build the Rapid Response Team and help cities throughout Utah.

Council Member Nicole Martin suggested as messages go out, that they should be less about the City and more about citizen advocacy. She would rather frame the message that what the City does is an expansion of the voice of the resident. She also suggested to create tag line to the affect that says yes, we are the League and yes, we are Cities but ultimately what we are doing is expanding the voice of our residents.

Director Diehl agreed and said at the upcoming Annual Convention the main discussion will be how do we reboot the concept of local control so the focus is on local and not on “control”.

Susan Wood added that the League would like to build up a vast training library that will be located on the ULCT website. Also, instead of being reactionary the League would like to take the lead on issues that are important to us.

President Holbrook stated at a recent Bountiful budget meeting, Gary Hill provided a recap of the budget, Truth and Taxation and other legislative issues and why there are attacks on local control or changes in the legislature for them to have greater control. She feels it would be helpful to utilize the ULCT library on various issues and also make residents aware in our City that information is available on the ULCT website.

Council Member Nicole Martin referred to the recent Olympia Hills development and said it went through a rapid approval process despite Herriman's obvious distain for the project. Herriman City was not listened to and it only became effective when they mobilized the citizens who used social media and the public rose up and all of the sudden the County Council listened. The citizens got involved and that's what changed things in Herriman.

6. ULCT Board & Commission Reports & ULCT Board Update – Council Member Beth Holbrook, ULCT President

Director Diehl reported that in April, the ULCT Board appointed several people to various boards and committees. He is now waiting to hear from the Governor's office for those names to be approved. There is currently a vacancy on the ULCT Board because Mayor Pat Brady of Green River has taken a job in Alaska and has resigned as Mayor. Mayor Brady represented towns and Region 8 and was asked to submit names to the ULCT Board for consideration to replace his position on the Board. He did provide names and the League will follow-up with those individuals and see if they are interested in serving and will then bring a recommendation to the Board.

7. ULCT Board and Commission Appointments – Cameron Diehl, Executive Director

Director Diehl reported on the ULCT Board and Commission Appointments. See comments listed above.

8. Review & Approval of Check Registers – Nick Jarvis, Chief Operating Officer

Nick Jarvis reviewed the Check Registers from April 2018 and May 2018.

Council Member Jewel Allen asked about line items in reference to schools and how this relates to ULCT business.

Mr. Jarvis responded this amount is for the essay contests held for 4th and 7th Graders. There are three winners in each grade and each student received a small cash amount and the school itself received an amount.

Council Member Andy Beerman asked about the charge of a late fee and a finance charge.

Mr. Jarvis responded the ULCT set up automatic bill pay and it had not taken affect at the time so, there was a charge and payments were made manually.

ACTION: Mayor Jon Pike moved to approve the Check Registers as presented. The motion was seconded by Mayor Mike Caldwell. The motion carried unanimously.

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

Director Diehl reviewed the proposed 2019 Budget. In May, when the Board adopted the tentative budget he walked through the different aspects of the budget and how the League is trying to be more transparent about the different categories within the budget, etc. No proposed amendments have been made to the budget since the Board adopted the tentative budget in May. The League has been in communication with a few firms regarding communication. If, after today the Board decides they want to go forward in pursuing some of these strategic partnerships, then the League will propose a budget amendment which will come to the Board for approval in August.

Mr. Diehl said the Grant for Land Use Academy of Utah (LUAU) will go away on paper but, he hopes it doesn't go away in practice. The first two years of LUAU was a direct appropriation from the legislature to the League. A portion of the funds were repurposed in the amount of 1% to not be specific to building inspector training but can be used for all land use training that a local entity provides.

President Holbrook asked about the general revenue and the \$22,000 listed. She asked is this interest from the League's investments.

Nick Jarvis responded the \$22,000 comes from the Treasury Investment Fund.

President Holbrook also asked about the \$5,000 listed in the miscellaneous account and what this is based on.

Nick Jarvis responded this is the category of things such as speaker revenue and other various miscellaneous items that do not have a specific category.

Council Member Jewell Allen asked in regards to the Conference and coordination of the Counties and Cities, did the League come out better financially because of the partnership.

Director Diehl responded that based on the conference survey responses and the bottom line, the conference was a tremendous success and it will be done the same next year with the overlap in the two conferences. The League was able to get a higher level of speaker by combining and expand the programming. Because there is no longer a Road School that will affect conference revenues and expenditures for last year. But, it also provides a benchmark going forward on the cost of the League events.

Council Member Jewell Allen also asked about the budgeted amount of \$360,000 listed under capital.

Mr. Jarvis responded the \$360,000 is for the League office remodel.

Roger Tew invited the Board to stop by and look at the progress of the remodeling of the League offices. He said the process has been frustrating at times due to permits needed and other issues

but the office will hopefully be open in time for the September conference and there will be an open house scheduled.

President Holbrook said there are 247 cities in the State of Utah and cities who are paying ULCT membership dues at this time are 246. She reported that due to outreach from Director Diehl and the League staff, Syracuse City has decided to once again join the League making 247 paying members.

Director Diehl added that Syracuse has not been a member of ULCT for three years. He met with Syracuse officials, provided a presentation and answered various questions.

Council Member Jewell Allen asked about board expenses under Operating and Programming Expenses, the amount goes from \$4,000 to \$11,000 and she asked for details.

Director Diehl responded these costs include reimbursement for the Board President as she represents the ULCT and other Board Member expenses.

Nick Jarvis added the \$4,000 is from the previous fiscal year.

ACTION: Council Member Jewell Allen moved to approve the FY 2019 Budget as presented. The motion was seconded by Council Member Nicole Martin. The motion carried unanimously.

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

Council Member Mike Mendenhall addressed the Board regarding the ULCT Constitution & Bylaws. He stated the ULCT Board is an engaged board and not a ceremonial board. Copies of the proposed update of the ULCT Bylaws were distributed to the board members for their review.

Director Diehl stated at the April Conference, the League membership unanimously endorsed the expansion of the League Board from 16 to 21 members and the Constitutional amendments now come before the Board. Those Constitutional changes go into effect the final day of the September conference but we need to update the bylaws to be consistent with the Constitution. He reviewed the list of board member's whose term expires this year, in 2019 and other vacancies on the Board. There are a lot of vacancies to be filled in September. Information was sent out to the membership on serving on the Board and how the nomination process works. Other language in Section 1 of the Nominations Committee and its Performance were amended. There are no policy changes to the Nominations Committee Section.

The Resolutions Committee Bylaws were changed last year and the documents were cleaned up to make it easier for the membership to understand. The Resolutions Committee is not a standalone committee and shall follow the rules, bylaws and procedure of the Legislative Policy Committee. Other changes made to the bylaws are clean-up of language and updating information.

Director Diehl referred to Section V - ULCT Policy Committees Structure. There are several proposed additions to this Section which, Director Diehl reviewed in detail. The additions are mostly in regards to the Legislative Policy Committee who has the authority to determine League positions on legislation at any time so long as the positions are not inconsistent with the stated positions of the Board of Directors or endorsed resolutions. The committee has the authority to establish sub-committees or task forces to study any issue and then report findings and recommendations to the full Legislative Policy Committee.

Director Diehl stated the membership embraced knowing the policies and procedures of the Legislative Policy Committee and he has received positive feedback from the general membership in regards to these policies and procedures being in written format.

Council Member Mendenhall stated that he has made a conscience effort to engage his City Council on the Legislative Policy Committee and educate them on how the LPC works.

President Holbrook commented that in the Bountiful City Council Meetings they provide reports and updates on what the League is doing and what they are trying to accomplish.

Director Diehl added that Membership of the Board was also amended in the bylaws clarifying that the Treasurer is an ex-officio member of the Board of Directors. A representative of the Utah Municipal Clerks Association is an ex-officio member of the Board of Directors and the General Counsel for the League is an ex-officio member of the Board of Directors.

Nick Jarvis said the one change to Section VI – ULCT Budgeting Procedures other than terminology is the League has to have a tentative budget approved by June 1st of each year.

Council Member Damon Cann asked do we need to include in the bylaws language that formalizes the Board role in the days of the legislative session taking place of the LPC.

Director Diehl responded that during the Board nomination process we need to make clear the responsibilities of being a board member. There isn't anything in the current bylaws regarding the duties of a board member but is something that can be included.

ACTION: Council Member Andy Beerman moved to approve the ULCT Constitution & Bylaws as amended. The motion was seconded by Council Member Mike Mendenhall. The motion carried unanimously.

11. Review of Board Strategic Retreat – Cameron Diehl, Executive Director

Director Diehl reviewed the Takeaways from the April Board Retreat in St. George. On behalf of the UCLT staff, he expressed his appreciation of the vocal statements of support for the direction and progress of the ULCT during the past eighteen months. Director Diehl outlined the key topics that the Board discussed of legislative advocacy, communication (including the re-brand of local control and Making Life Better), training, and board duties. He stated the topics discussed at the retreat are the following and he distributed details of each to the Board.

1. Legislative advocacy

2. Communication and Local Control
3. Training
4. Articulate expectations for future members of the board of directors

Director Diehl said the biggest surprise for him from the board retreat was the overwhelming consensus to re-boot our primary communication slogans. He referred to Local control/Making Life Better re-brand, why:

- Not a bumper sticker; need to define it (see prism from the 2018 legislative session)
- Making Life Better has runs its course and is not tied to local control
- Re-package message about local control because the word “control” is often used against us; ULCT “controls” our membership and cities “control” the residents
- Local control message needs to get to the resident’s doorstep; we protect them, not our turf
- Legislators do not have knowledge of how to run a city but we do

The target audience should be our membership and state policy makers, both in advocacy communication and training communication (rapid response as well).

Next Steps:

- More likes/shares of ULCT content on social media
- Polish messages to be direct and short
- Explain the “why” of the battle
- Provide tools for cities to inform their residents that city leaders are standing up for them to the legislature and not the other way around, and for cities to educate their residents about trends (i.e. population growth, need for city projects)
- Build a year-round approach to communication about legislation and local authority
- Help cities navigate when their legislators or residents are antagonistic toward them
- Have coordinated response against social media attacks from opponents

Director Diehl also reviewed ideas for local control re-brand, how and themes. He stated a very powerful statement made by Council Member Mendenhall is that the public has more of a voice at City Hall than they ever do at the legislature.

Council Member Nicole Martin commented that rebranding is important and she would like to see something that gets right down to the doorstep. She suggested a statement such as, “Local Government is where residents are empowered” or “Empowering Residents.” She would like to get something down to a two-word statement.

President Holbrook commented that in Bountiful City she would like to communicate their message effectively and give strong communication to the residents.

Mayor Len Arave feels we need to be careful with the word “empowerment” and suggested wording such as “local accessibility.”

Mayor Jon Pike agreed but said how do you argue with resident’s power?

Council Member Jewell Allen asked for clarification on the statement “Empowering Residents?” and suggested the word “partnering” instead.

David Church commented the issue is who gets to make the local decisions. The argument is always who decides on what issues. We need to better define when it’s appropriate for us to be the decision maker. How often do we want our residents to be the decision maker?

Council Member Nicole Martin said the resident will always argue the point that they are the ones making the decisions and they don’t truly understand representative forms of government.

Director Diehl stated that is why the Board is meeting with Y2 today. The League reached out to them because they are doing work with cities about the resident’s perception of growth. He said it all comes back to what is the vision for the State of Utah and who is communicating that vision.

Council Member Mike Mendenhall said he wrote down the words “Citizens Voice” because elected officials sometimes need to express this to their residents.

David Church said we have to convince our own residents that we can be trusted and make decisions. Then, we have to convince the people above us that we can be trusted to make the right policy decisions and then sell it to our residents.

President Holbrook commented that we need to control our message and focus our communication.

Mayor Len Arave said we are also the local problem solvers, acknowledge the problems and bring all of the issues forward.

Council Member Andy Beerman said it’s good to take ownership that states that we represent the communities and he feels softer wording such as “communities” should be used.

Director Diehl said it sounds like there is support from the Board that they want to dedicate more time for this discussion of the reboot of local control and go forward in meeting with Y2. Then, bring it back for a discussion at the next Board meeting in anticipation of the September conference.

The Board all gave a head nod for Director Diehl to move forward as stated.

12. Review of Municipal Caucuses – Cameron Diehl, Executive Director

Director Diehl reviewed the Municipal Community of Commonality Caucuses. He stated that ULCT introduced the Community of Commonality Caucus concept during the 2018 Midyear Conference in an effort to focus discussions on issues specific to cities and towns that share characteristics. There were more than 400 attendees at Midyear into six caucuses, which are the following:

- Cities of the 2st and 2nd class

- Established midsized cities
- High growth cities
- Transitioning cities/towns
- Rural hubs/resort communities
- Traditional rural communities

The ULCT Board members and ULCT staff facilitated discussions in each caucus about issues of importance. ULCT staff then reviewed the notes from each caucus and built a spreadsheet which shows the variety of issues that the caucus discussed. Communities, regardless of their size and characteristics, share many of the same issues and concerns.

At the post conference survey and follow up conversations with members it showed that attendees appreciated the caucuses and wanted to see them continue. He proposed the following:

June 18 – Board Meeting and LPC announced that the August LPC will be replaced by caucus meetings, confirm survey about the topics for caucus meetings and resolutions

End of July – ULCT coordinates with Board members in each caucus about specific topics and may send survey about the attached topics for caucus meetings and resolutions

August 16-17 – Rural Summit, rural caucus meets?

August 20 – Scheduled Board meeting and LPC

- In lieu of LPC (and the board meeting?), the five other caucuses meet in person and remotely to review key topics for them and prepare resolutions and potentially nominations for ULCT Board

September 11 – Board meeting and LPC scheduled; LPC acts as the Resolution Committee

- Does the Board want to meet prior to the resolutions committee? Does the Board want a caucus report prior to the convention?

September 13 – Caucus lunches for Annual attendees instead of a general session lunch; caucus discussion on items of importance to the caucus

After discussion, the Board concluded that a Board meeting should be held on August 20. There will be an agenda item in regards to the bylaws and the topic of Communication. The caucus meeting would be after the regular Board meeting. It was also proposed that the Board meeting begin at 10:00 am with the caucus meeting starting at noon. The caucus meeting will initially be done electronically and will evaluate after that time if future caucus meetings will be held electronically or in person.

Director Diehl will announce the August 20 caucus meeting at the LPC meeting being held today at noon.

ACTION: Council Member Mike Mendenhall moved to approve a Board meeting on August 20, 2018 with a caucus meeting to follow as presented. The motion was seconded by Council Member Jewell Allen. The motion carried unanimously.

13. ULCT Housing Policy Outreach – Meg Ryan LUAU Manager; Cameron Diehl, Executive Director; Rachel Otto, Director of Governments Relations; Madison Mahon, ULCT Intern

Director Diehl distributed a guide to a new housing law in California presented by the League of California cities this past fall. The California assembly passed 15 bills directly targeting local government and land use. The California assembly is determined that the reason the housing costs are astronomical is because of local government. The California League supported many of these bills. He met with the California Director of the League and has stayed in contact because sources have told the League that there are several Utah legislators who want to run California style legislation in the next session and bring up local authority over land use and housing. Despite the 15 bills, they introduced a bill in the California assembly that would have given zoning authority to the UTA of California and would give land use authority around transit lines statewide. The question was asked to a California counterpart, if they were us, what would they do? The response from California was the specific examples of cities being bad partners/obstacles are what drove the conversation to their breaking point. As a result of hearing this information, our League staff has been working on a document that will be unveiled at the end of the month. Staff is also doing a Facebook Live Wednesday Web Chat and will give step by step instructions on how to go through the requirements. The document League staff is working on is titled “Keys to Housing” and will identify which keys local government has but also which keys local government does not have.

HB 259 – Moderate Income Housing Amendments. Housing affordability and affordable housing have been major topics at the local and state level for the past several years. ULCT worked with Representative Logan Wilde before he introduced HB 259 in order to achieve a bill that helps cities be part of the solution to the housing crisis. The original version of the bill would have created an unworkable new land use standard of review for the development of moderate income housing within a community, which we worked with Representative Wilde to remove. The League recognized the political pressure on cities to take action on moderate income housing and felt that it was important to be proactive to show that cities are willing to help look more deeply at the current housing stock and plan for the future. Although many cities have been development moderate income housing plans and reports since the requirements were first put in code in the early 1990s, what the plans required and how cities complied was vague. Recognizing that small communities would be unnecessarily burdened by these requirements, ULCT and Representative Wilde agreed to remove them from the bill. Thanks to Representative Wilde for working with us to create an improved tool for communities to examine their role in the statewide housing crisis. ULCT expects more dialogue in the 2018 interim and 2019 legislature and ULCT will be heavily engaged on the issue.

Council Member Nicole Martin suggested changing the word from “affordable” housing to “attainable” housing.

Director Diehl stated that the ULCT are active participants in the Housing Gap Initiative which is the Chambers attempt to address housing affordability nationwide.

Council Member Nicole Martin said she would not call it a “housing gap” initiative. She suggested the phrasing of “Changing Utah” or “Utah 2050”. What she wants to see happen is to paint the realistic scenario of what Utah looks like in 10-20 years and then work on solutions going backwards.

14. Update on State Initiatives – Cameron Diehl, Executive Director

Director Diehl gave an update on State Initiatives. He stated a Dan Jones poll was taken in February 2018 and the poll does not indicate what is in the initiative. There are 30 States that allow medical marijuana. On April 16, the Utah Patients Coalition submitted nearly 200,000 signatures to the office of the Lt. Governor to put legalizing medical marijuana on the ballot in November 2018. We will know by mid-May whether the initiative qualifies for the November ballot. If the initiative qualifies for the ballot, then ULCT should consider a public position of opposition because the Utah Medical Cannabis (MCA) would preempt local control.

The Utah Medical Association, the Church of Jesus Christ of Latter-day Saints, and Governor Gary Herbert have all expressed opposition in some form to the MCA. This memo outlines the provisions in the MCA that would preempt local control over land use and licensing. Ironically, the MCA has two provisions entitled “local control” that explicitly preempt the local control of municipal government.

Director Diehl stated the McKonkie Law Firm represents the LDS church and they released a memo on May 11 which outlined more than 30 points in opposition to the initiative, 9 of which deal with law enforcement. The ?? Institute responded with a rebuttal in regards to the McKonkie memo. Director Diehl said the response was “laughable” and their counter piece regarding the pharmacy issue was that in order to protect patient privacy they needed to prevent local law enforcement from having records beyond 60 days. There were also rebuttals for other comments made by the McKonkie Law Firm.

Director Diehl recommended that if the Board is comfortable making a decision then to do so and if not, he can see this issue causing a fracture in the League membership. He feels we need to inform the League membership what is actually in the initiative so they can make a decision on whether or not to support or oppose and state the reasons why for both.

Council Member Jewell Allen commented that she was in a meeting with representatives from the McKonkie Law Firm on another issue and they stated one of biggest things we can do as cities is to band together. She suggested having talking points from the ULCT to help get the word out to our City Council’s and to gather their support.

Council Member Andy Beerman asked has there been any conversations with the legislature that during an interim session they could pass something far more restrictive that would addresses all of the issues.

Director Diehl responded they passed five at the last session and anything will look political at this point.

Director Diehl said he will report at the LPC meeting today that the League will not take a position on the marijuana issue at this time.

Council Member Kelleen Potter commented that she wished the legislature would do more because the marijuana issue is something that changes people's lives.

Mayor Jon Pike feels the ULCT should take a position but not today.

Director Diehl said at the August Board meeting the agenda will consist of a discussion regarding Communication and the Marijuana initiative.

Director Diehl added he has heard comments from the general membership of the League frustration that over the years, the League has let politics trump principle. Every bill the League opposed this past legislative session was based on principle.

Mayor Jon Pike said if the League were to take a position against this initiative the reasons should be very narrow and the membership must be onboard. He feels it would be good to engage the coalition and other groups involved as well. The League should have a focus and list and discuss only those things that are most key to the League's fundamental principles.

15. Closed Session (if needed) as per Utah Code 52-4-205

No Closed Session was held by the Board.

16. Other Business

No further business was discussed by the Board and the meeting adjourned at 11:50 am.

ACTION: Mayor Jon Pike moved to adjourn the ULCT Board of Directors meeting of June 18, 2018. The motion was seconded by Council Member Mike Caldwell. The motion carried unanimously.

MINUTES APPROVED:

Chairman

Date

Secretary

Date



TO: ULCT Board of Directors

FROM: Cameron Diehl, Executive Director & Brandon Smith, Legislative Research Analyst

DATE: August 16, 2018

SUBJECT: ULCT Board and Commissions Appointments

Private Activity Bond Review Board

Currently there is one position for which the ULCT Board of Directors needs to make an appointment to. The Private Activity Bond Review Board needs a third member appointed by ULCT. The two current members Chip Dawson of South Jordan, and Wally Ritchie of Ivins, had their names submitted in the spring by you, the ULCT Board of Directors, and have since been appointed by the Governor and confirmed by the Senate. The Private Activity Bond Review Board makes allocations of volume cap to issuing authorities and determines the amount of volume cap to be allocated with respect to approved applications. The board also is to maintain a record of all applications filed, and of all bonds issued by issuing authorities during each year. They will also determine the amount of volume cap to be treated as a carryforward and allocate this carryforward to one or more qualified carry forward purposes. Finally, they will promulgate rules for the allocation of volume cap. The names nominated by the Board of Directors will be provided to the Governor for his appointment, followed by confirmation of the Senate.

Utah Motor Vehicle Franchise Advisory Board

The Utah Motor Vehicle Franchise Advisory Board was established in the New Automobile Franchise Act to protect the welfare and economic interest of the State pertaining to the sale of "motor vehicles". The Act is regulated under the auspices of the Utah Department of Commerce. The "motor vehicle" definition includes trailers, semi-trailers and recreational vehicles; it does not include motorcycles. The Act creates the "Utah Motor Vehicle Franchise Advisory Board" and clarifies the duties of a franchisor and franchisee. It requires that manufacturers or franchisors notify the Department and any existing franchisees of the same line-make in a given relevant market area of any intent to terminate, establish, or relocate a franchise dealership selling new motor vehicles. If existing franchisees protest the franchisor's proposed action, the Department is mandated to hold a hearing to determine whether good cause exists for such action. The Act

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requires that franchisors and franchisees pay an annual registration fee, as determined by the Board and the Department of Commerce, to cover the cost of regulation. Though the ULCT Board of Directors does not have an official role in this appointment, we felt that because of the impact the advisory board has on decisions concerning motor vehicle franchises, that it would be important for you to be informed on ULCT's involvement. Previously this seat was held by Executive Director Ken Bullock. Additionally, the Department of Commerce has requested that ULCT's Executive Director, Cameron Diehl serve on the board. Thus, it is our recommendation that ULCT Executive Director Cameron Diehl, serve on this board, and that the ULCT Director of Government Affairs, Rachel Otto, serve as the alternate.



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Utah League of Cities & Towns

Check Register (Checks and EFTs of All Types)

9:25 am

Sorted by Check Number
June 2018 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Discounts	Net Amount
Cash Account #1 [Zions Bank - Checking]					
EFT	06/15/18	2018 06 15 PAYROLL			
		NAT 102	National Payroll Systems	0.00	7241.10
EFT	06/30/18	2018 06 30 CREDIT/BANK			
		ZIO 100	Zions Bank	0.00	1678.07
EFT	06/15/18	2018 06 15 PAY TAX			
		NAT 102	National Payroll Systems	0.00	1270.29
EFT	06/13/18	06/13/2018			
		UTA 102	Utah State Retirement Fund	0.00	15667.57
EFT	06/14/18	2018 06 14 URS			
		UTA 102	Utah State Retirement Fund	0.00	15667.57
EFT	06/30/18	2018 06 30 NAT FEES			
		NAT 102	National Payroll Systems	0.00	100.43
EFT	06/15/18	2018 06 15			
		NAT 102	National Payroll Systems	0.00	22119.66
EFT	06/15/18	2018 06 15 PAY FEES			
		NAT 102	National Payroll Systems	0.00	122.93
EFT	06/30/18	2018 06 30 DIRECT DEP			
		NAT 102	National Payroll Systems	0.00	24159.80
EFT	06/15/18	2018 06 15 LEGAL PAY			
		CHU 100	David Church	0.00	3000.00
EFT	06/13/18	06/13 HEALTH INSURANCE			
		SEL 100	Select Health	0.00	3028.00
EFT	06/30/18	FED TAX LIABILITIES			
		NAT 102	National Payroll Systems	0.00	8779.86
EFT	06/15/18	2018 6 15 PAY			
		ESS 120	Madelyn Machon	0.00	435.08
37106	06/17/18	6TH 100	Sixth East Condo Assoc.	0.00	900.00
37107	06/17/18	AME 103	American Bar Association	0.00	83.00
37108	06/17/18	DOU 100	600 East Partnership	0.00	3000.00
37109	06/17/18	DS 100	DS Accounting Services LLC	0.00	2000.00
37110	06/17/18	FIL 100	Access	0.00	320.68
37111	06/17/18	JOH 107	John Hiskey	0.00	7500.00
37112	06/17/18	JOH 108	John M. Janson	0.00	200.00
37113	06/17/18	KAR 102	Karson Eilers	0.00	32.10
37114	06/17/18	LEX 100	RELX Inc. DBA LexisNexis	0.00	96.00
37115	06/17/18	MAR 108	Marvellous Catering	0.00	1786.38
37116	06/17/18	QUA 100	Qualtrics	0.00	8000.00
37117	06/17/18	RAC 100	Rachel Otto	0.00	310.07
37118	06/17/18	SOM 100	Wilford H. Sommerkorn	0.00	200.00
37119	06/17/18	UTA 100	Utah Local Gov't Trust	0.00	900.06
37120	06/17/18	VAN 100	Vanguard Cleaning Systems	0.00	395.00
37121	06/26/18	6TH 100	Sixth East Condo Assoc.	0.00	900.00
37122	06/26/18	CAM 101	Cameron Diehl	0.00	1414.00
37123	06/26/18	CAR 100	Carr Printing	0.00	8205.00
37124	06/26/18	COL 103	Collyn Mosquito	0.00	500.00

Utah League of Cities & Towns

Check Register (Checks and EFTs of All Types)

9:25 am

Sorted by Check Number

June 2018 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Discounts	Net Amount
37125	06/26/18	COM 100	Comcast	0.00	726.72
37126	06/26/18	EXE 100	Executech	0.00	766.33
37127	06/26/18	JOH 108	John M. Janson	0.00	200.00
37128	06/26/18	JOH106	John Michael Oliver	0.00	2637.50
37129	06/26/18	MEG 100	Meg Ryan	0.00	42.68
37130	06/26/18	PEH 100	Public Employees Health Program	0.00	247.86
37131	06/26/18	QUE 100	Dominion Energy	0.00	28.98
37132	06/26/18	RAC 100	Rachel Otto	0.00	235.40
37133	06/26/18	SOM 100	Wilford H. Sommerkorn	0.00	200.00
37134	06/26/18	SUS 100	Susan Wood	0.00	8.00
37135	06/26/18	USU 100	Utah State University	0.00	900.00
37136	06/30/18	ZIO 100	Zions Bank	0.00	20736.39
Cash account Total				0.00	166742.51
Report Total				0.00	166742.51

Utah League of Cities & Towns

Check Register (Checks and EFTs of All Types)

Sorted by Check Number
July 2018 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Discounts	Net Amount
Cash Account #1 [Zions Bank - Checking]					
EFT	07/31/18	PAYROLL FEES			
		NAT 102	National Payroll Systems	0.00	180.56
EFT	07/31/18	2018 07 31 PAYROLL			
		NAT 102	National Payroll Systems	0.00	24353.27
EFT	07/31/18	2018 07 31 PAY			
		NAT 102	National Payroll Systems	0.00	1325.78
EFT	07/31/18	2018 07 31 TAXES			
		NAT 102	National Payroll Systems	0.00	7699.43
EFT	07/15/18	2018 07 15 PAY			
		CHU 100	David Church	0.00	3000.00
EFT	07/31/18	2018 07 31 BANK FEES			
		ZIO 100	Zions Bank	0.00	1072.68
EFT	07/31/18	2018 07 31 POSTAGE			
		ZIO 100	Zions Bank	0.00	800.00
EFT	07/31/18	2018 07 31			
		ZIO 100	Zions Bank	0.00	175.00
EFT	07/15/18	2018 07 15 PAY DAY FEES			
		NAT 102	National Payroll Systems	0.00	105.56
EFT	07/15/18	2018 07 15 DIRECT DEP			
		NAT 102	National Payroll Systems	0.00	23303.91
EFT	07/15/18	2018 07 15 STATE TAXES			
		NAT 102	National Payroll Systems	0.00	1325.78
EFT	07/15/18	2018 07 15 FED TAXES			
		NAT 102	National Payroll Systems	0.00	7599.44
EFT	07/02/18	2018 07 02			
		UTA 102	Utah State Retirement Fund	0.00	15667.57
EFT	07/12/18	2018 07 12			
		SEL 100	Select Health	0.00	2795.00
EFT	07/15/18	2018 07 15 PAY			
		SKS 100	*AMY G Stocks	0.00	449.36
37137	07/19/18	CAM 101	Cameron Diehl	0.00	73.53
37138	07/19/18	CSG 100	CSG West	0.00	2500.00
37139	07/19/18	CVE 100	Cvent	0.00	7141.00
37140	07/19/18	DOU 100	600 East Partnership	0.00	3000.00
37141	07/19/18	DS 100	DS Accounting Services LLC	0.00	2000.00
37142	07/19/18	EXE 100	Executech	0.00	4214.38
37143	07/19/18	FIL 100	Access	0.00	220.53
37144	07/19/18	JOH 107	John Hiskey	0.00	7500.00
37145	07/19/18	LES 100	Les Olsen Company	0.00	295.00
37146	07/19/18	LEX 100	RELX Inc. DBA LexisNexis	0.00	96.00
37147	07/19/18	MEG 100	Meg Ryan	0.00	72.36
37148	07/19/18	NIC 100	Nick Jarvis	0.00	1164.53
37149	07/19/18	QUE 100	Dominion Energy	0.00	21.82
37150	07/19/18	SPA 100	Spatafore Design	0.00	3250.00
37151	07/19/18	SUS 100	Susan Wood	0.00	32.94

Utah League of Cities & Towns

Check Register (Checks and EFTs of All Types)

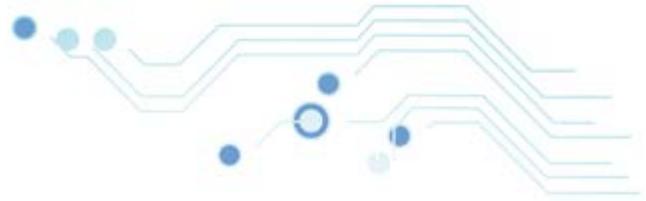
Sorted by Check Number
July 2018 Checks/EFTs

Check Number	Date	EFT #/ Vendor	Name	Discounts	Net Amount
37152	07/19/18	UP&L 100	Rocky Mountain Power	0.00	368.47
37153	07/19/18	UTA 100	Utah Local Gov't Trust	0.00	8532.26
37154	07/19/18	UTA 108	Utah Housing Coalition	0.00	175.00
37155	07/19/18	UTA 118	Utah Media Group	0.00	298.45
37156	07/19/18	VAN 100	Vanguard Cleaning Systems	0.00	395.00
37157	07/19/18	WAS 100	Washington Speakers Bureau	0.00	15500.00
37158	07/22/18	ZIO 100	Zions Bank	0.00	2892.66
37159	07/31/18	AE 100	AE&ES	0.00	1862.50
37160	07/31/18	BRA 101	Brandon Smith	0.00	92.43
37161	07/31/18	COM 100	Comcast	0.00	727.80
37162	07/31/18	DER 100	Derek Parra	0.00	6000.00
37163	07/31/18	DS 100	DS Accounting Services LLC	0.00	2000.00
37164	07/31/18	EXE 100	Executech	0.00	1773.29
37165	07/31/18	FIV100	Five Stone Inc.	0.00	12500.00
37166	07/31/18	JOH106	John Michael Oliver	0.00	1927.50
37167	07/31/18	KAR 102	Karson Eilers	0.00	373.68
37168	07/31/18	PEH 100	Public Employees Health Program	0.00	300.96
37169	07/31/18	RRJ 100	RRJ Consulting	0.00	1000.00
37170	07/31/18	STA 100	State & Local Legal Center	0.00	1250.00
37171	07/31/18	UP&L 100	Rocky Mountain Power	0.00	467.18
Cash account Total				0.00	179872.61
Report Total				0.00	179872.61

(*) One or more checks have payee names that do not match the name contained within the database record.

Utah League of Cities and Towns Credit Card Reallocation of Expenses Template

Name: VISA-Abby					
Card Number: VISA					
RECEIPTS	DATE	TO	AMOUNT	BUSINESS PURPOSE	REALLOCATE TO
Yes	7/23/2018	*FINANCE CHARGE*	\$142.64	Late Fee	
Recurring	6/23/2018	ADOBE SYSTEMS INC 80	\$149.57	Recurring	8100.099
Recurring	6/25/2018	EIG*CONSTANTCONTAC	\$125.00	Recurring	8100.099
Yes	6/26/2018	TST* EVEN STEVENS SAN	\$91.61	Staff Mtg Lunch	8200.099
Yes	6/27/2018	UTAH STATE BAR -INTER	\$459.00	Rachel Bar License	8600.099
Yes	6/27/2018	UTAH LEAGUE OF CITIES	\$740.00	Cvent Payment Test	5110.022
Yes	6/27/2018	UTAH LEAGUE OF CITIES	\$410.00	Cvent Payment Test	5110.022
Yes	6/27/2018	UTAH LEAGUE OF CITIES	-\$370.00	Cvent Payment Test	5110.022
Yes	6/27/2018	UTAH LEAGUE OF CITIES	-\$370.00	Cvent Payment Test	5110.022
Yes	6/27/2018	UTAH LEAGUE OF CITIES	-\$410.00	Cvent Payment Test	5110.022
Yes	6/28/2018	PERFORMANCE AUDIO-S	\$648.37	Audio Equipment	8550.099
Recurring	6/28/2018	MICROSOFT - 21 SALT LA	\$7,270.10	Office Laptops	8550.099
Yes	6/28/2018	APPLE STORE #R125 SAL	\$2,135.93	Office Laptop	8550.099
Yes	6/29/2018	Amazon.com AMZN.COM	\$97.98	Office Supplies	8345.099
Yes	6/30/2018	FACEBK LZN9CGSBE2 65	\$6.53	Facebook Advertising	8355.099
Yes	6/30/2018	FACEBK MZN9CGSBE2 6	\$1.39	Facebook Advertising	8355.099
Recurring	7/2/2018	STOR-N-LOCK #9 801-97	\$202.00	Recurring	8100.099
Recurring	7/5/2018	ADOBE *ACROPRO SUBS	\$16.02	Recurring	8100.099
Recurring	7/8/2018	VBULLETIN SOLUTIONS(I	\$19.95	Recurring	8100.099
Recurring	7/8/2018	DNH*MADMIMI049216	\$42.00	Recurring	8100.099
Recurring	7/9/2018	MICROSOFT *OFFICE 36	\$7.47	Recurring	8100.099
Recurring	7/9/2018	ADOBE *ACROPRO SUBS	\$16.02	Recurring	8100.099
Recurring	7/16/2018	MICROSOFT *OFFICE 36	\$7.47	Recurring	8100.099
Recurring	7/16/2018	MICROSOFT *OFFICE 36	\$7.47	Recurring	8100.099
Recurring	7/16/2018	MICROSOFT *OFFICE 36	\$7.47	Recurring	8100.099
Recurring	7/16/2018	MICROSOFT *OFFICE 36	\$7.47	Recurring	8100.099
Recurring	7/16/2018	MICROSOFT *OFFICE 36	\$7.47	Recurring	8100.099
Yes	7/16/2018	OFFICEMAX/DEPOT 628	\$257.94	Office Supplies	8345.099
Yes	7/17/2018	AMAZON MKTPLACE PV	\$297.00	Office Supplies	8345.099
Yes	7/17/2018	CAPITOL PRESERVATION	\$110.00	Room Rental	8250.099
Yes	7/18/2018	AMAZON MKTPLACE PV	-\$145.00	Office Supplies	8345.099
Recurring	7/19/2018	DS SERVICES STANDARD	\$33.16	Recurring	8100.099
Yes	7/20/2018	PEAK ALARM CO INC 80	\$1,486.95	New Office AV	8975.099
Recurring	7/20/2018	MSFT * E020066ZQX 80	\$8.82	Recurring	8100.099
		ABBY BOLIC			
		TOTAL XXXXXXXXXXXX8233	\$13,375.16		
		Reallocation Account	Account Number	Total	
		8200.099	Food - Administrative	\$91.61	
		8100.099	Dues & Subscriptions	\$1,116.36	
		5110.022	Registration-Annual	\$0.00	
		8550.099	Equipment Purchases	\$10,054.40	
		8345.099	Office Supplies	\$507.92	
		8355.099	Misc.	\$7.92	
		8250.099	Facility Rent/Set Up	\$110.00	
		8975.099	Capital Improvements	\$1,486.95	
		8037.099	Credit Card and Bank Fe	\$142.64	
			STATEMENT TOTAL	\$13,375.16	



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Make	Model	Quantity	Est. Manufacture Date	Est. Value Per Machine
Apple	MacBook Pro 15"	1	04/2010	\$0.00
Dell	Latitude E5540	1	2/2015	\$120.00
Dell	Latitude E7240	3	2/2015	\$100.00

Prepared by:

Name: David Casteel

Title: IT Consultant

Company: Executech

Bylaws

Utah League of Cities and Towns

SECTION I NOMINATIONS COMMITTEE AND ITS PERFORMANCE

1. The Nominations Committee shall be comprised of 11 members and a chairperson. The membership of the Nominations Committee, all of whom shall be elected officials from cities or towns in good standing [or the immediate past president of the board](#), shall be appointed with consideration for geographic representation and further consideration for distribution on the basis of population among the member cities and towns on the following basis:
2. No person selected to serve on the Nominations Committee shall be a candidate for the position of Second Vice President nor be a candidate for election to a position on the Board of Directors of the Utah League of Cities and Towns. The President of the Utah League of Cities and Towns shall appoint the committee members with approval of the Executive Committee.
3. The Chairperson of the Nominations Committee shall be the Second Vice President of the Utah League of Cities and Towns. The Chairperson of the Nominations Committee is a nonvoting member except in cases of a tie.
4. Elected officials chosen to serve on the Nominations Committee shall be selected from a list of persons prepared for the League President by the Executive Director. It shall be prepared from names of persons recommended to serve on the committee by a member of a governing body of a member city or town in good standing, a member of the Board of Directors and Officers, or recommendations of the Utah League of Cities and Towns' staff. These names shall be submitted to the League's office prior to the closing date set by the Executive Director.
5. The appointment of persons to serve on the Nominations Committee shall be made in August.
6. To encourage widespread interest in participating on the Nominations Committee and in the nomination of persons to serve on the Board of Directors of the Utah League of Cities and Towns or as Second Vice President, the Executive Director shall communicate by the end of June with each city or town in good standing for the purpose of announcing the formation of the Nominations Committee and requesting that they submit nominations for membership on the committee to the League's offices by the deadline.
7. The Nominations Committee shall meet in an appropriate place no later than noon of the day of the opening of the League's Annual Convention for the purpose of final consideration of the nominations to be placed before the League's membership during the Business Session.