

Date: August 15, 2019

THE SALT LAKE VALLEY LAW ENFORCEMENT SERVICE AREA BOARD OF TRUSTEES MET ON THURSDAY, AUGUST 15, 2019 AT THE HOUR OF 10:00 A.M. AT THE SALT LAKE COUNTY SHERIFF AND UNIFIED POLICE DEPARTMENT OFFICE BUILDING, 3365 SOUTH 900 WEST ROOM 115, SALT LAKE CITY, UTAH

<u>Present:</u>	<u>Excused:</u>	<u>Attended Via Phone:</u>
TRUSTEE JIM BRADLEY, CHAIR TRUSTEE DAVID BREMS, EMIGRATION CANYON TRUSTEE MAX BURDICK, SALT LAKE COUNTY TRUSTEE ALAN PETERSON, KEARNS TRUSTEE STEVE PROKOPIS, MAGNA	TRUSTEE CODY CUTLER, WHITE CITY TRUSTEE APOLLO PAZELL, COPPERTON	TRUSTEE SHIREEN GHORBANI, SALT LAKE COUNTY

ALSO PRESENT:

FRANK NAKAMURA, SLVLESA DISTRICT ADMINISTRATOR/SLVLESA LEGAL COUNSEL

LISA DUDLEY, SLVLESA CHIEF FINANCIAL OFFICER

SHERIFF ROSIE RIVERA, SALT LAKE COUNTY SHERIFF AND SLVLESA CHIEF EXECUTIVE OFFICER

CHIEF JASON MAZURAN, UPD CHIEF OF POLICE

RICHARD MOON, SLVLESA TREASURER

MARCIE KAY, SLVLESA CLERK

LANCE BROWN, ECONOWEST

DANIE BILLS, SALT LAKE COUNTY GRAPHIC DESIGNER

LIEUTENANT TORIN CHAMBERS, KEARNS PRECINCT

AMANDA WATROUS, PROCUREMENT ADMINISTRATOR

Item #1-Call to Order.

Jim Bradley called the meeting to order.

Item #2-Disclosure of Conflicts of Interest

Action Requested: Identify Conflicts, if any

Discussion: Trustee Bradley asked if there were any conflicts of interest. None were identified.

Item #3-Public Comment:

Trustee Bradley asked if anyone was present who wished to give public comment to the Board. There were none. Public comment was closed.

Item #4-Discussion on the changes and improvements to the SLVLESA website.

Action Requested: None

Discussion: Danie Bills discussed the updates to the SLVLESA website. She said they have a staging area so the website is not live yet. She referenced the overhead projection of the new website. She said that in working with Frank Nakamura and the Board, they wanted more transparency and to make sure that information was more easily found. She said she has added bios for the Board members, using the ones from either the County site or the UPD site but that is just to start with and those can be updated. There are the meeting minutes and the audio. There is a search bar, so both the minutes and audio can be searched for specific items. The budget page has been cleaned up to make it less cluttered.

Trustee Bradley said it looks very good and everything he wants to know he can find on the new website. He said he also noticed that there is a new SLVLESA logo.

Danie Bills said the independent audit documents are available as well as the financial statements from previous years. Lastly there is a contact page for SLVLESA.

Frank Nakamura said there is a section on the website that talks about SLVLESA's budget process and that information will be continually updated in keeping with the goal of making SLVLESA business more transparent.

Item #5-Update on the development of a financial model for SLVLESA by Econowest.

Action Requested: None

Discussion: Frank Nakamura said that SLVLESA retained Econowest to prepare a financial model to assist in the budget process and to develop revenue information for the Board to decide budgeted revenue needs.

Lance Brown from Econowest said that they are working on a five-year model for revenues and expenditures. He said they will make it so that the model will be interactive and they will be able to model different scenarios. The personnel component of that will be broken down separately, so that you can look at various compensation scenarios and see the financial impact. By far the largest expenditure is the service fee to the UPD. The maintenance cost will be broken down by year. The

purpose is to avoid surprises. He referenced the projection of what they have for the financial model so far.

Trustee Bradley said they have been well served by the model they have been operating under but it needs refinement so that the Board is able to project what SLVLESA's needs are and also anticipate revenue sources. He asked if the financial model will be able to address unexpected needs.

Lance Brown said that it will incorporate that. He said that the model will project the ending fund balance of each year.

Trustee Bradley said that he has worked with Lance Brown for years at the County and he has done excellent work. He is fully confident that he will be a great value to SLVLESA.

Trustee Prokopis exited the meeting.

Item #6-Discussion of the process for the development of the 2020 calendar year budget including any need for increased budgeted revenues.

Action Requested: None

Discussion: Trustee Bradley said that everyone is probably aware of the process for raising taxes but he would like to talk about it briefly. He said that if SLVLESA was going to entertain the notion of raising property taxes for the upcoming budget, there is a strict process that has to be adhered to. At the next Board meeting, they would have to pass a resolution declaring the intention to raise taxes and specify the amount. That resolution would then be published in the newspapers, informing the public that they are entertaining the notion. If that process is not adhered to, you have no opportunity to raise taxes so it could be looked at as a placeholder saying they may or may not need to raise taxes but just in case, they are going through the required process. The next step would be the Board voting on that resolution at the next Board meeting. At the next Board meeting they will look at the five year model and should have an indication of whether a tax increase is needed or not. Lastly, the final decision on whether you actually do have a tax increase will be made at SLVLESA's December Board meeting, when the budget is passed.

Trustee Bradley said that what he thinks the Board should decide today is to direct Frank Nakamura, SLVLESA legal counsel, to prepare a resolution as a placeholder to say they intend to raise taxes 3%. That would be a resolution that Frank would present to the Board next month and they can decide whether they would like to go forward with it or not and that will be based on what the financial model indicates.

Frank said he would also propose that the meeting agenda would include just two items, to give them time to discuss it because it is critical.

Item #7-Present Quarterly Financial Report and Financial Updates.

Action Requested: None

Discussion: Richard Moon said that property taxes for this year to date is \$168,000, fee in lieu of just over \$157,000. Prior year tax collections was just over \$81,000. SLVLESA received TRANS revenue in the

second quarter of \$7.5 million. We received just over \$43,000 in bank interest and \$6,000 in property tax interest. SLVLESA paid UPD just under \$4 million. \$16,000 for the bond issuance. \$475 for Frank Nakamura's bar license and \$84 in bank fees. We contributed just under \$4 million to the fund balance for this quarter. Beginning fund balance was at \$762,000, with a contribution of \$3,982,657. They have \$4,745,071 in fund balance. He said he did the last two months of checks because SLVLESA did not have a Board meeting last month. He said they had an issue with checks from Gilmore & Bell and The Utah Association of Special Districts from the first quarter. They had to void and reissue checks but that issue is now taken care of. He referenced the check register document.

Trustee Bradley asked if Richard could sum up SLVLESA's current general financial position. Richard Moon said he believes SLVLESA is doing really good, as far as the rest of the year goes too and are heading in the direction they anticipated.

Item #8-Report by Sheriff Rosie Rivera, Chief Executive Officer.

Action Requested: None

Discussion: Trustee Bradley asked if this update would include the Kearns precinct substation building. Sheriff Rivera said no, that Frank Nakamura will discuss that.

She said at the UPD Board Meeting earlier in the morning she introduced four new officers. Two were laterals, one was a reserve officer that will now be a full time officer and then a brand new officer. Three of those are going to be assigned to Kearns to fill vacancies. She said she thought it was important that SLVLESA knows they are trying to fill those vacancies as quickly as they can.

The other update is the Southeast Township Days is Saturday, August 24th.

Trustee Bradley asked if there were some constraints to filling those vacancies as quickly as possible.

Sheriff Rivera said there is always an issue with hiring and recruiting, with all of the negativity that came about with the budget and Riverton and Herriman leaving. She said they did have a couple officers who left with Riverton and they also had a couple who left; one went to Salt Lake City and one to the District Attorney's Office. She said they currently have seven openings, not counting the four they have hired. Therefore, they are always looking to recruit and hire. She does not believe that UPD is in as dire need as most agencies. UPD tends to keep their people and usually they do not leave but with the circumstances of Riverton and Herriman, they did take a few.

Item #9-Consider a RESOLUTION OF THE BOARD OF TRUSTEES OF THE SALT LAKE VALLEY LAW ENFORCEMENT SERVICE AREA (SLVLESA) APPROVING AN AGREEMENT WITH EDA ARCHITECTS, INC TO DO A FEASIBILITY STUDY FOR A KEARNS PRECINCT SUBSTATION BUILDING.

Action Requested: Motion and Vote.

Discussion: Frank Nakamura said they have been trying to locate property for the Kearns substation building but it has been difficult. There has been a discussion about getting some assistance from professional architects. Amanda will explain the process of what they did and why.

Amanda Watrous said they went out to bid and did an RFP. They had three firms that submitted bids and four committee members. They went through all of the bids and everyone was well qualified but they selected EDA Architects.

Frank said they are going to look for some sites, give SLVLESA numbers as to construction costs or the alternative of retrofitting an existing building.

Lieutenant Torin Chambers from Kearns precinct said clearly they need something because they are in a rented space right now and it is falling apart.

Trustee Bradley said the benefit of hiring this firm, and EDA does have a good reputation, is to give SLVLESA a fairly hard number in terms of what their options are and the costs associated with those. He asked if they will be looking at taking an existing building and making it functional.

Amanda Watrous said yes, they made sure to have them give both options of either constructing a new building or retrofitting an existing one.

Trustee Bradley said that will be valuable information for them.

Trustee Burdick asked if there was a fiscal amount listed on there.

Frank Nakamura said yes, not to exceed \$19,600.

Trustee Bradley entertained a motion to make a contract with EDA for that purpose.

Trustee Burdick motioned to approve the resolution.

Trustee Peterson seconded.

All voted in favor; none opposed.

Motion passed.

Item #10-Consider a RESOLUTION OF THE BOARD OF TRUSTEES OF THE SALT LAKE VALLEY LAW ENFORCEMENT SERVICE AREA (SLVLESA) APPROVING A LOGO FOR SLVLESA.

Action Requested: Motion and Vote.

Discussion: Trustee Bradley asked if there was only one option for the new logo or if there were others.

Danie Bills said that the original logo did not really seem like SLVLESA to them. She said she thought it was important to add the acronym of "SLVLESA" into the logo itself. She also said that the original logo was very difficult to read.

Trustee Bradley asked which one showed up on the presentation of the new website.

Danie Bills said it was the first one.

Trustee Bradley asked if there would be a cost associated with changing the SLVLESA logo.

Frank Nakamura said there would not be.

Sheriff Rivera said number one was also her preference.

Trustee Bradley moved to approve the resolution and the logo marked "1".

Trustee Peterson seconded.

All voted in favor; none opposed.

Motion passed.

Item #11-Approval of Minutes for the June 20, 2019 meeting.

Action Required: Motion and Vote

Discussion: Trustee Bradley entertained a motion to approve the minutes.

Trustee Burdick motioned.

Trustee Brems seconded.

All voted in favor; none opposed.

Item # 12-Adjourn.

Action Required: Adjourn meeting

Discussion: Trustee Bradley adjourned the meeting.