

Date: September 17, 2020

THE SALT LAKE VALLEY LAW ENFORCEMENT SERVICE AREA BOARD OF TRUSTEES (“BOARD”) MET ON THURSDAY, SEPTEMBER 17TH, 2020 AT 10:00 AM. AS PROVIDED IN AN EXECUTIVE ORDER ISSUED BY GOVERNOR HERBERT ON MARCH 18, 2020 AND A WRITTEN DETERMINATION BY THE CHAIR OF THE BOARD, THE BOARD HELD THE MEETING AS AN ELECTRONIC MEETING WITHOUT AN ANCHOR LOCATION. THE PUBLIC WAS NOTIFIED THAT THEY MAY JOIN THE OPEN PORTIONS OF THE MEETING BY CALLING 1-669 900-9128 AND ENTERING MEETING ID 93444745584# AND PASSWORD 349989#. THE PUBLIC WAS ALLOWED TO LISTEN TO ALL OPEN PORTIONS OF THE MEETING. USING ZOOM TECHNOLOGY, BOARD MEMBERS AND PERSONS PARTICIPATING BY PHONE WERE ABLE TO HEAR ALL DISCUSSIONS.

<u>Present:</u>	<u>Excused:</u>	<u>Attended Via Zoom:</u>
	TRUSTEE APOLLO PAZELL, COPPERTON	TRUSTEE JIM BRADLEY, SALT LAKE COUNTY TRUSTEE PAULINA FLINT, WHITE CITY TRUSTEE ALAN PETERSON, KEARNS TRUSTEE STEVE PROKOPIS, MAGNA TRUSTEE CAROLYN KEIGLEY, BRIGHTON TRUSTEE SHIREEN GHORBANI, SALT LAKE COUNTY TRUSTEE DAVID BREMS, EMIGRATION CANYON TRUSTEE MAX BURDICK, SALT LAKE COUNTY

ALSO PRESENT:

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

UNDERSHERIFF JAKE PETERSEN, SALT LAKE COUNTY UNDERSHERIFF

CHIEF OF POLICE JASON MAZURAN, UPD CHIEF OF POLICE

FRANK NAKAMURA, SLVLESA DISTRICT ADMINISTRATOR/SLVLESA LEGAL COUNSEL

LISA DUDLEY, SLVLESA CHIEF FINANCIAL OFFICER

RICHARD MOON, SLVLESA TREASURER

MARCIE KAY, SLVLESA CLERK

PRECINCT CHIEF LEVI HUGHES OF UPD KEARNS PRECINCT

Item #1-Determination: Board Chair Jim Bradley stated he signed a written determination that due to the health risks and the continuing state of emergency as a result of the pandemic, the meeting on September 17, 2020 should be an electronic meeting without an anchor location so that Board members and members of public will not attend in person.

Item #2-Call to Order.

Jim Bradley called the meeting to order.

Item #3-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 #4-Public Comment:

Trustee Bradley asked if anyone was calling in to the meeting who wished to give public comment to the Board. Marcie Kay, SLVLESA Clerk, stated that there were no calls from the public. Public comment was closed.

Item #5-Present monthly expenditures and other financial information.

Action Requested: None

Discussion: Richard Moon, SLVLESA treasurer, presented the financial updates. He said we had four checks in the month of August. The first check was to Doug MacDonald, for \$680, and that was for the updating and presentation of our financial model. The second check of \$7000 was to HBME and that was for independent audit services to complete the 2019 calendar year audit. There were two checks to the UPD. The first one was \$477,287 for August law enforcement service fees and the second for \$81,206.43 was the January through June administrative fees and that is for a portion of District Administrator's, Treasurer's, Chief Financial Officer's and Clerk's services. He asked if there were any questions and there were none.

Item #6- Discuss schedule for the preparation, review and adoption of the SLVLESA calendar year 2021 Budget.

Action Requested: None

Discussion: Frank Nakamura said the proposed budget schedule was included in the meeting packet, that outlines the specific dates for the budget process. The timelines are all statutorily required. Richard Moon said the schedule for the next three Board meetings are as follows: At the one on October 15th, the tentative budget will be presented, on the November 19th the Board can review and make any changes to the tentative budget by Resolution and then on December 17th, there will be a public hearing on the tentative budget where the Board will set the tax levy, make any other changes the Board sees fit to the tentative budget and adopt a final budget.

Frank Nakamura said between the October and November meetings, he is hoping that the Board will look at the budget and have changes or comments for the November meeting, so that they can make those changes to the tentative budget. After the November meeting, the tentative budget will be on file for review until the public hearing in December.

Item #7-Discuss Conflict of Interest Disclosure and Ethics Pledge Forms.

Action Requested: None

Discussion: Frank Nakamura said that the Utah State Auditor in March issued a fraud risk assessment implementation guide. They advise that we have annual forms that need to be completed by our Board members and the officers of SLVLESA. He said he sent those to the Board members in their packets. Like the certifications in training, he does need them to be reviewed and signed. The auditors will likely ask about them for the calendar year 2020 audit.

Lisa Dudley said that 95% of SLVLESA's transactions are all electronic, so that is very helpful regarding a lower risk for fraud. This requirement from the State Auditor's office is meant to be a self-assessment, so the agency assesses itself through several items and to be aware that they are trying to prevent fraud and make sure that they have important internal controls. This ethics pledge is part of that self-assessment.

Item #8- Discuss funding needs for the Kearns Precinct Building.

Action Requested: None

Discussion: Sheriff Rivera invited Chief Levi Hughes to discuss this topic with her. Sheriff Rivera said she wanted to discuss the issues that have arisen with the Kearns precinct building. She said they had talked about constructing a new building because there is such a need in Kearns. Buying property and constructing a new building is very costly. As a result, the UPD is leasing a building instead. The building they are currently in is not the best, but they think that with some repairs they could get it up to meeting their needs. They extended the rent to more areas of the building. The rent went up and they

did acquire more space, however, the space is not built for a police department currently. Another challenge they have now is with Covid. They must have the desks in a way so that social distancing is possible, with barriers up, etc. so it does cost more money and they want to make the Board aware that there will be some extra costs because they are leasing the extra space. They are looking at how they can do it without having to go and request more money from the Board. After the independent audit is complete, they will look to see how much money is going to be in the Kearns precinct fund balance and how much money the Kearns Precinct will have in its current budget to meet its needs. The Sheriff also said Chief Hughes will reach out to the County to see if because of the social distancing need, they could use CARES funds for that. Purchasing the building is also an option and that would be approximately \$1.5 million. As you know, to build a new police department building will cost \$9-10 million. She said she would like Chief Hughes to talk about the needs the precinct has.

Chief Hughes said the space they are currently working out of since about 2005 is approximately 4400 square feet and when they moved into that building they updated it at that time and that was the last time it was updated, including carpet, walling, etc. After 15 years of high traffic and a lot of use, dilapidated is the only word that comes to mind for that building. He said they are doing everything they can to make that space usable but the addition to the 5500 square feet that is now leased is amazing. With the additional space, they will have a little over 10,000 square feet of the building that they can utilize. The problem they have now is with the additional space. They need to be able to put things in it like furniture, internet, security, etc. Those additional costs were put off because they assumed they would have fund balances later down the line. He said these costs are not astronomical compared to the 9 to 10 million dollars for a new building. After discussing all this with the Sheriff, Undersheriff and Chief Mazuran, they have a couple of solutions to bring the dollar amount down. He said they really need the support from the SLVLESA Board. He said they have great officers who have worked out of that station for 15 years and that precinct building has been utilized for many different services benefiting the community. Our officers deserve a decent building to go to work in and I know you want that for them as well. He looks forward to the coming weeks and months to finalize these costs and a plan to put this into place and appreciates the support of the Board. He asked if the Board had any questions.

Trustee Bradley thanked the Sheriff and Chief Hughes for their comments. He said that he believes that the officers deserve better than what they currently have in that building and that goes without saying and it is a top priority for the Board to help make it a more functional building. He said they do have a tight budget coming up and the Board did realize that there would be additional costs when the additional space was leased and that is not a surprise. He asked if it would be possible to get a priority list of what is most important and least important, so they have some understanding of the cost. He asked if that made sense.

Sheriff Rivera said yes and that they can do that and they kind of already have a priority list. She said that one of the biggest priorities will be security because that building has been the target of recent vandalism and people shooting at the building, etc. She said they will get the Board that priority list soon, but they did not bring the numbers today because they would not be accurate, as they are looking for alternate sources of funding.

Trustee Bradley said he assumed the priority list would be a living document and subject to change, so that is not a problem. He asked if any of the other Board members had questions.

Trustee Flint asked if the building has ever undergone an inspection for structural soundness and seismic capability.

Chief Hughes said he is not aware that the County has sent anyone out. They have had the fire department come out and do their inspection of the building after the earthquake we had, and they did not have a great deal of structural concerns. He said once they took over that space in the building, they had a list given to them by the fire department and they have addressed those concerns, except one, because it will require some structural change.

Trustee Flint asked if the ground below is included in the \$1.5 million asking price for the purchase of the building.

Frank Nakamura said that would include the ground and the building.

Trustee Flint asked if 10,000 square feet was the space they needed.

Chief Hughes said that is what they have now, but the building does have about another 4600 square feet available on the second story that they would own if they purchased the building.

Trustee Flint said the original proposals they saw were around \$7-8 million to purchase other sites. She said they are just building a 9000 square foot building for \$2.1 million. Even if added to the purchase of the original \$1.5, that is half of what we would be spending to go somewhere else. Could we not purchase this, raze it and build something more structurally sound and useful? She asked if the County can do a revenue bond for buildings and then we could make a payment with a low rate.

Trustee Bradley said that because of the cheapness of borrowing right now, that is an idea that we need to explore.

Chief Hughes said that most of the expenses they are looking at right now would be transferable to a new building.

Sheriff Rivera said they brought Lisa Dudley up to the podium so she could comment on this.

Lisa Dudley said in consideration of SLVLESA taking out debt, it is important to remember that this would not be the county purchasing a building but SLVLESA purchasing a building and SLVLESA only has one source of revenue, which is property tax. She said she is not sure what the current rate is because, since she has come on board, they have not done any true bonds, only the TRANS. They do have someone that they could contact about financing options but since SLVLESA's only source of funding is property tax, if they did do a bond, it would be a general obligation bond.

Trustee Bradley asked if there were any other comments about this and there were none.

Item #9-Report by Sheriff Rosie Rivera, SLVLESA Chief Executive Officer.

Action Requested: None

Discussion: Sheriff Rivera said that she could go over the same report she just gave in the UPD Board meeting for those that were not there. She said she wanted to give her condolences to Frank Hicks' family. He was one of our officers who retired a couple months ago, and he was killed in a motorcycle

accident. She said it was a tough impact to our department because he was one of our family members. She also wanted to thank Shane Manwaring, one of our sergeants, who just returned from Afghanistan and will be back to patrol quickly. She said they have requested from Granite School District to look and see if they can pay more for their School Resource Officers, because they are paying such a low amount. They are paying other cities and police agencies more than they are UPD by a significant amount; about 3 times as much, so they are making that request. She said she also understands that each entity represented by the SLVLESA Board must make the decision whether to keep paying for that service. She asked if anyone had any questions about that.

She said in the UPD Board meeting they did talk about the Major Incident Review Board and that they are bringing that back. They used to have that when they were the Sheriff's Office and when UPD was created. In that time frame it went away but they feel like it would be good to bring it back. She said they are writing policies on that and will bring it to the Board when they have all the drafts finished. What it consists of is members of the public, UPD and the Citizens Advisory Board who are appointed by the Sheriff and the Citizens Advisory Board. They will evaluate critical incidents and any incident that they think is important to evaluate. They will review and give us their comments whether they need more equipment, equipment failures, training failures, policy failures but they will not be doing discipline. She said they believe that it is important to have their Citizens Advisory Board part of that group because they are from our community and they have gone through their police academy, so they have some understanding of the organization. She said that people can apply online.

She said they will be assisting the U of U with the Vice-Presidential debate. They are being told that they will be reimbursed for that. Sheriff Rivera asked if there were any questions.

Trustee Bradley asked if they were accepting applications for the Major Incident Review Board.

Sheriff Rivera said yes, but they do require them to pass a background check.

Trustee Bradley asked who makes the decision on which applicants we choose.

Sheriff Rivera said the Citizens Advisory Board looks at those applications and they go through a background process and then they will bring the names to herself and her command staff. She said that on the Sheriff's side, the Citizens Advisory Board has been around almost 30 years and it has been done that way and has worked great.

Item #10- Consider RESOLUTION NO. 20917-1 OF THE SALT LAKE VALLEY LAW ENFORCEMENT SERVICE AREA (SLVLESA) BOARD OF TRUSTEES (BOARD) ADOPTING SLVLESA POLICY NO. 2020-2—HOTLINE POLICY AS RECOMMENDED BY THE UTAH STATE AUDITOR.

Action Requested: Discussion, Motion, Second and Vote.

Discussion: Lisa Dudley said Frank Nakamura included a draft for the Board's review and approval of a hotline policy, as the easiest way to implement a place for people to submit any concerns they may have. Frank included the email addresses of himself, the Sheriff and Lisa Dudley as contacts for any concerns about potential fraud. This is part of the State Auditor's self-assessment and is going to be required on an annual basis, so we will be looking at several items on their checklist. The fraud hotline and the fraud policy are vital components to their self-assessment.

Frank Nakamura said it provides for anonymous complaints and a way to file those complaints and have them reviewed. Ultimately, if there is merit to these complaints, they will come to the Board. He said Trustee Flint asked if he would identify the Resolution number, so it is 20917-1.

Trustee Bradley asked if there were any questions regarding this item from the Board. There were none.

Trustee Bradley said he would entertain a motion to adopt the Resolution.

Trustee Burdick motioned to adopt the Resolution.

Trustee Ghorbani seconded the motion.

Frank Nakamura conducted a roll call vote.

Trustee Bradley voted aye.

Trustee Brems voted aye.

Trustee Burdick voted aye.

Trustee Flint voted aye.

Trustee Peterson voted aye.

Trustee Prokopis voted aye.

Trustee Ghorbani voted aye.

Trustee Keigley voted aye.

All voted in favor; none opposed. Motion passed.

Item #11- Approve Minutes for the August 20, 2020 meeting.

Action Requested: Motion and Vote.

Discussion: Trustee Ghorbani motioned to approve the minutes.

Trustee Burdick seconded the motion.

All voted in favor; none opposed. The minutes were approved.

Item #12- Adjourn.

Trustee Bradley adjourned the meeting.

