

UTAH LEAGUE OF CITIES & TOWNS BOARD OF DIRECTORS MEETING

LOCATION: ULCT OFFICE, 50 S 600 E, SUITE 150, SALT LAKE CITY, UT 84102 & VIA ZOOM

MONDAY, MARCH 18, 2024 @ 9:30 AM

(TIMES ARE APPROXIMATE)

- 1) **Welcome and Introductions – Mayor Michelle Kaufusi, ULCT President** 9:30 AM

- 2) **Administrative Items – Mayor Michelle Kaufusi, ULCT President** 9:32 AM
 - ACTIONS: Review & approval of Minutes, call for conflict-of-interest disclosure
 - HANDOUTS: [DRAFT January 17, 2024 Board Minutes](#)
[ULCT Conflict of Interest Form](#)

- 3) **ULCT Board & Commission Reports & Appointments – Liam Thrailkill, Policy Analyst & Program Manager** 9:35 AM
 - Utah Communications Authority update
 - State Records Committee
 - Wasatch Front Regional Council (WFRC) Regional Growth Committee

ACTION: Recommendation to reappoint Nancy Dean (Clearfield City Recorder) to State Records Committee, Appointment of Mayor Lorin Palmer (Herriman) to WFRC Regional Growth Committee

HANDOUT: [Boards & Commissions Memo](#)

- 4) **FY 2023 Q2+ Budget Report & Check Register (July 2023-February 2024) – Nick Jarvis, Chief Operating Officer** 9:40 AM
 - ACTION: Review & approval of FY 2024 Q2+ Budget Report & Check Register
 - HANDOUT: [FY 2024 Q2+ Budget Report & Check Register](#)

- 5) **Engagement Update – Molly Wheeler, Deputy Director** 9:50 AM
 - Dignity Index/Disagree Better efforts to date
 - 1) Tim Shriver presentation at Midyear 2023
 - 2) Gov. Spencer Cox presentation at Annual 2023 and at Local Officials Day 2024
 - 3) [ULCT Resolution 2023-001 – Dignity & Civility in Local Politics \(LINK\)](#)
 - 4) Cache Valley event in January 2024
 - Draft ULCT Board of Directors Code of Conduct
 - Draft Code of Conduct Resources: Disagreeing Better in Your Community
 - 1) **Discussion question:** What can ULCT do to help you implement the principles of the Dignity Index and Disagree Better in your city/town?

ACTION: Review and approve ULCT Board of Directors Code of Conduct & instructional materials for cities looking to adopt their own codes of conduct

HANDOUTS: [DRAFT Disagreeing Better in Your Community](#)
[DRAFT ULCT Board of Directors Code of Conduct](#)

- 6) **Advocacy Update – ULCT Advocacy Staff** 10:25 AM
 - 2024 Legislative Session
 - 1) Key themes of the session
 - 2) What did and did not happen
 - 3) How ULCT incorporated data and member feedback to inform advocacy during the session
 - **Discussion question:** What feedback do you have for us about how the session went?
 - 4) SB 161 (IPA) veto letter based on ULCT Resolution 2023-002 and discussion on next steps
 - Cities with municipal power departments that own the Intermountain Power Agency (IPA) who submitted veto requests to Governor Cox:
 - Logan, Hyrum, Kaysville (provided), Bountiful (provided), Murray (provided), Lehi (provided), Heber, Midway, Charleston, Oak City (provided), Mount Pleasant, Holden, Fillmore, Parowan
 - **Discussion question:** What should our next steps be on the bigger issue of state-created districts that negatively impact how cities function?

- 2024 interim
 - 1) Midyear plan for membership caucuses on April 18
 - **Discussion question:** What should the purpose of these caucuses be? What do you want to accomplish at the caucuses this spring?
 - 2) Process for finalizing interim priorities
 - Spring training outreach to members
 - April board meeting: small group strategic discussion
 - May board meeting: finalize interim policy priorities and UEOC/interim plan of attack
 - The list so far (in alphabetical order):
 - Annexation/incorporation
 - Fees (transportation utility and others)
 - Gravel pits
 - MIHP data collection (housing)
 - Noticing
 - Public safety data collection (from 2021 legislation)
 - Stormwater (HB 507)
 - Tax increment (HTRZ, FHIZ, HOPZ, CRA, RDA)
 - Unified Economic Opportunity Commission (UEOC)
 - 2024 deadline for subdivisions for small cities/towns
 - 2025 deadline for water conservation elements in general plans
 - 2025 deadline for station area plans certification
- ARPA reporting assistance

ACTION: Discussion

HANDOUTS: [ULCT use of Slido Polling to Guide 2024 Session Advocacy](#)
[ULCT SB 161 veto letter](#)
[Sampling of other 161 veto letters \(Kaysville, Bountiful, Murray, Lehi, Oak City\)](#)
[ULCT Resolution 2023-002 - Preserving Local Authority \(LINK\)](#)

7) Executive Director Report – Cameron Diehl, Executive Director 11:15 AM

- National League of Cities Congressional Cities Conference update
- Midyear Conference: April 17-19, 2024 in St. George
- FY 2025 Dues circulation

ACTION: For information & discussion

HANDOUT: None

8) Other Business 11:25 AM

9) Adjourn 11:30 AM

Wednesday, April 17, 2024 @ 2:00 PM (in conjunction with Midyear Conference)
Monday, May 20, 2024 @ 9:30 AM (presentation of Tentative Budget)
Monday, June 10, 2024 @ 9:30 AM (adoption of FY 2025 Budget)
Monday, August 12, 2024 @ 9:30 AM
Wednesday, September 4, 2024 @ 4:00 PM (in conjunction with ULCT Annual Convention)

UTAH LEAGUE OF CITIES & TOWNS
BOARD OF DIRECTORS MEETING MINUTES

LOCATION: CALVIN L. RAMPTON SALT PALACE CONVENTION CENTER, ROOM 253, 100 WEST TEMPLE, SALT LAKE CITY, UT 84101 & VIA ZOOM
WEDNESDAY, JANUARY 17, 2023 @ 2:00 PM

IN ATTENDANCE:

EXECUTIVE BOARD

Mayor Michelle Kaufusi, President, Provo
Mayor Troy Walker, 1st Vice President, Draper
Council Member Kate Bradshaw, 2nd VP, Bountiful
Mayor Jeff Silvestrini, Im. Past President, Millcreek
Seth Perrins, UCMA & Spanish Fork

BOARD OF DIRECTORS

Council Member David Baird, Roosevelt
Council Member Dan Dugan, Salt Lake City
Council Member Jessica Egbert, Mapleton
Mayor Donia Jessop, Hildale
Mayor Mark Johnson, Lehi
Council Member Kari Malkovich, Woodland Hills
Council Member Tawnee McCay, Riverton
Mayor Logan Monson, Blanding
Mayor Lyndsay Peterson, North Logan
Council Member R. Scott Phillips, Cedar City
Mayor Michele Randall, St. George
Mayor Mark Shepherd, Clearfield
Mayor Tami Tran, Kaysville
Council Member Mary Wintch, Manti
Mayor Mickey Wright, Torrey

EXCUSED:

Mayor Brett Hales, Murray, ULCT Treasurer
Mayor Dirk Burton, West Jordan

EX OFFICIO MEMBERS

Roger Tew, General Counsel & Senior Policy Advisor
Pamela Spencer, UMCA & Vineyard
Mayor Dawn Ramsey, UEOC, South Jordan

ULCT STAFF

Cameron Djehl, Executive Director
Justin Lee, Deputy Director
Molly Wheeler, Deputy Director
Nick Jarvis, Chief Operating Officer
Angela Adam, Operations Coordinator
Karson Eilers, Policy Director
Cassidy Hansen, Marketing Communications
Manager
Katie Harley, Events Manager
Meg Ryan, Senior Land Use Manager
Liam Thrailkill, Policy Analyst & Program Manager
Jared Tingey, Legal Director
Gary Whatcott, Senior Advisor
Todd Godfrey, Legal Advisor

Welcome and Introductions –Mayor Michelle Kaufusi, ULCT President

Administrative Items –Mayor Michelle Kaufusi, ULCT President

- [LINK: Substance of matters proposed, discussed, or decided](#)
- Conflict of interest disclosure: None

MOTION: Mayor Mark Shepherd
Approve December 11, 2023 Minutes

SECOND: Mayor Tami Tran

VOTE: Unanimous Approval

ULCT Board & Commission Reports & Appointments –Liam Thrailkill, Policy Analyst & Program Manager

- [LINK: Substance of matters proposed, discussed, or decided](#)
- Childcare State Plan Steering Committee

MOTION: Council Member Dan Dugan
Approve Farmington Council Member Melissa Layton to be on the Childcare State Plan
Steering Committee

SECOND: Mayor Troy Walker

VOTE: Unanimous Approval

Advocacy & Engagement Update –ULCT Advocacy & Engagement Team

- [LINK: Substance of matters proposed, discussed, or decided](#)
- Housing
 - Governor’s First Home Initiative, potential bills, ULCT Board direction and implementation
 - [HB 13: Infrastructure Financing Districts \(LINK\)](#)
- Other bills that require first week consideration (watch for supplemental email on Tue)
- Links to [website](#) and [bill tracker](#)

MOTION: Mayor Troy Walker
Craft combination of Rumbling 5 with Rumbling 3 for legislative conversation

SECOND: Seth Perrins

VOTE: Unanimous Approval

FY 2025 Membership Dues – Cameron Diehl, Executive Director & Nick Jarvis, Chief Operating Officer

- [LINK: Substance of matters proposed, discussed, or decided](#)

MOTION: Mayor Troy Walker
Approve Option 2 and Adoption of Membership Dues for FY 2025

SECOND: Mayor Tami Tran

VOTE: Unanimous Approval

Legal Update –Jared Tingey, Legal Director & Roger Tew, General Counsel

- [LINK: Substance of matters proposed, discussed, or decided](#)

MOTION: Mayor Jeff Silvestrini
Approve updates to Amicus Policy

SECOND: Mayor Mark Shepherd

VOTE: Unanimous Approval

Executive Director Report –Cameron Diehl, Executive Director

- [LINK: Substance of matters proposed, discussed, or decided](#)
- National League of Cities Congressional Cities Conference, March 11-14
- Utah Policy
- June 2024 Meeting

MOTION: Mayor Troy Walker
Move June 19th Meeting to June 10th

SECOND: Seth Perrins

VOTE: Unanimous Approval

Other Business

Adjourn

- [LINK: Substance of matters proposed, discussed, or decided](#)

MOTION: Council Member Jessica Egbert
Adjourn

SECOND: Council Member Tawnee McCay

VOTE: Unanimous Approval



ANNUAL CONFLICT OF INTEREST DISCLOSURE 2024-2025

Personal information

Name:

Address:

Title:

ULCT POLICY

I will abide by the ULCT Code of Ethical Business Conduct.

I will not directly or indirectly benefit improperly from my position or from any ULCT activity.

I will not allow any outside business or personal relationship create a conflict of interest by influencing decisions within ULCT.

I will not place my personal interests in conflict with the interest of ULCT.

I will disclose any perceived, potential, or actual conflicts of interest with the ULCT Executive Director immediately.

Please list any organization, entity, or person with which you have a personal or business relationship that you believe could present a perceived, potential, or actual conflict of interest. Mere disclosure of such a relationship may not be used as grounds for discipline or termination. (Use an additional sheet if necessary.)

Briefly describe what you believe could be the perceived, potential, or actual conflict. (Use an additional sheet if necessary.)

I ACKNOWLEDGE THAT I HAVE RECEIVED THIS DISCLOSURE & UNDERSTAND THAT I AM RESPONSIBLE FOR ADHERING TO THE PRINCIPLES HEREIN.

SIGNATURE:

Date Signed:



TO: ULCT Board of Directors
FROM: Liam Thrailkill, Policy Analyst & Program Manager
DATE: March 15, 2024
SUBJECT: Boards & Commissions Vacancies

This memo will update you on current Boards and Commissions vacancies that are to be filled by the Utah League of Cities and Towns.

Boards and Commissions with Vacancies Open for Application:

- **Utah Communications Authority**

The Utah Communications Authority (UCA) provides administrative and financial support for statewide 911 emergency services, including the provision of an i-3 compliant, NG911 network. Additionally, UCA offers radio network to Utah's public safety community and ensures the communication systems remain operational. UCA also, through its Interoperability Division, works to enhance and promote interoperable, emergency communications at the State, Local, Federal, and Tribal levels. On top of all those services, UCA also offers training to multiple different levels of government. Previously, this position was held by Gary Whatcott prior to his passing. We are now looking to fill this position for one of ULCT's two appointments.

Boards and Commissions Vacancies with Recommendations to be Filled:

- **State Records Committee**

The ULCT recommended appointment on the State Records Committee will expire in May. The individuals on the State Records Committee serve four-year terms, as appointed by the Governor on recommendation of the ULCT Board of Directors with the advice and consent of the Utah State Senate. For the past four years, Nancy Dean, Clearfield City Recorder, has served as the ULCT representative. Upon the expiration of her current term, the administrative staff highly praised her service and recommended her to continue to serve. Staff did outreach to Nancy and confirmed her willingness to continue serving and is thus recommending her for another four-year term on the State Records Committee.

- **Wasatch Front Regional Council (WFRC) Regional Growth Committee**

The Regional Growth Committee (RGC) serves as the policy advisory body to the Council regarding long-range transportation planning, land use, and other growth-related issues. The RGC, in cooperation with local governments, as well as the Utah Department of Transportation (UDOT), Utah Transit Authority (UTA), and other stakeholders, is responsible for the development of the Regional Transportation Plan (RTP), Wasatch Choice Vision, and Transportation and Land Use Connection (TLC) program. These responsibilities include the facilitation of communication between local, state, and federal officials

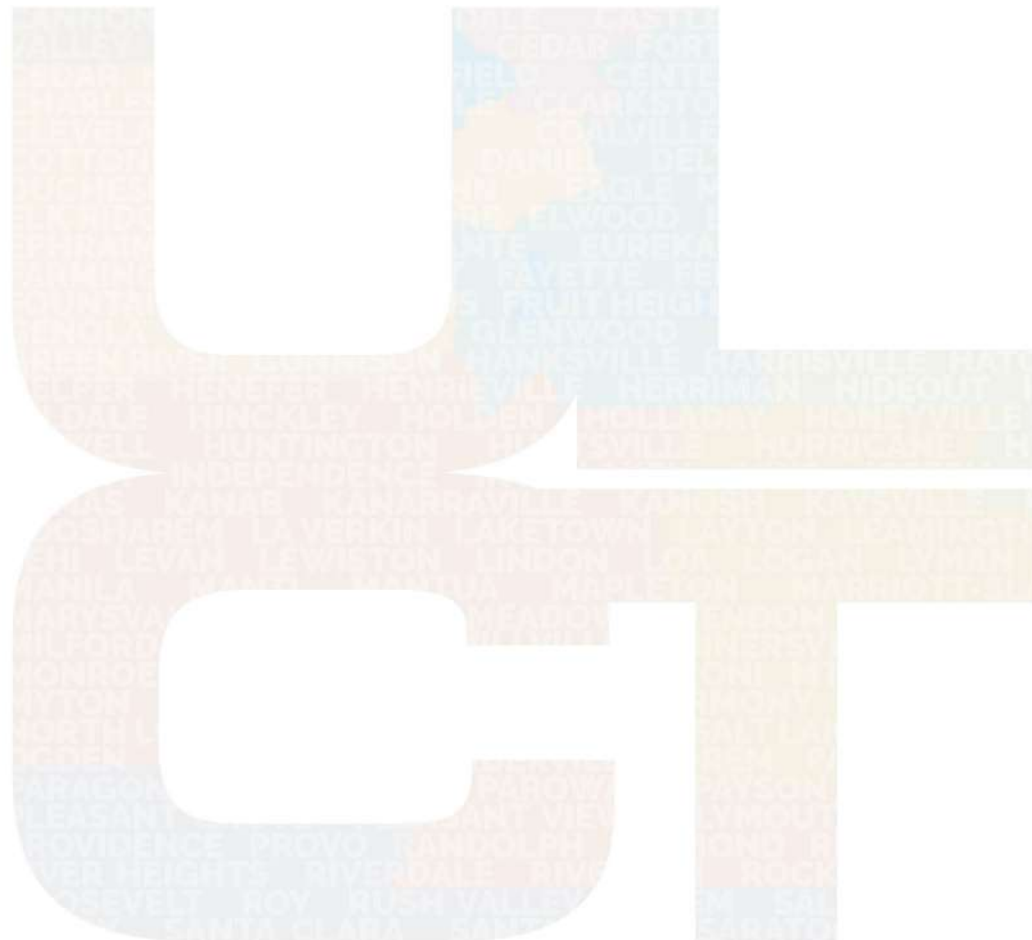


regarding various planning issues, educational opportunities to improve technical planning skills, and “best practices” in planning. Staff is recommending Mayor Lorin Palmer of Herriman serve as the ULCT non-voting representative on the RGC to take the spot previously filled by Mayor Natalie Hall.

Staff Recommendations:

ULCT staff recommends the following individuals be appointed to their respective boards from the ULCT Board of Directors:

- Nancy Dean, Clearfield City Recorder to the State Records Committee; and
- Mayor Lorin Palmer of Herriman to the WFRC Regional Growth Committee





TO: ULCT Board of Directors
FROM: Nick Jarvis, Chief Operating Officer
DATE: March 14, 2024
SUBJECT: FY 2024 Q2+ (July 2023-February 2024) Financial Report

Attached please find the ULCT FY 2024 Q2+ unaudited actual income and expenses compared to budget and check detail report covering the period July 1, 2023 to February 29, 2024. The “percent of budget” references throughout the memo exclude the \$1.58 million Local Administrative Advisor grant and are figured based on our core budget (\$3,967,000). This ongoing state appropriation, which is largely made up of subgrants to the state’s associations of governments (AOGs), is 28.5% of the FY 2024 total budget (\$5,547,000).

Revenue

Overall, by the end this period (two-thirds of the fiscal year), the League has collected just under 97% of core revenue budgeted for the year.

About 63% of ULCT budgeted revenue derives from **Membership Dues** and these were just over 100% collected by the end of Q2+. We budgeted this year in anticipation of 99% of municipalities participating in ULCT.

Sponsor/Donation revenue accounts for roughly 10% of annual budgeted revenue, and the League has collected 87% of that expected revenue. This revenue is recognized from CY 2022 sponsorships for the value sponsors receive in FY 2023 at the direction of our auditors. Sponsor agreements & invoices for CY 2024 were sent out in January, and half of the revenue collected then will be applied to FY 2024 (the other half applied to FY 2023). ULCT’s budgeted revenue for **Registration Fees** and **Exhibitor Space** is about 17% of total revenue budgeted and by the end of this period, ULCT received about 89% of that revenue.

The ULCT’s budgeted revenue for **Registration Fees** is roughly 14% of core revenue budgeted. By the end of this period, ULCT received 74.5% of the registration fee revenue budgeted. As mentioned in October’s Q1 budget report, registration revenue from the Annual Convention was lower than expected this year, and management is doubtful that we will collect the full \$545,000 in registration fees budgeted for FY 2024. We expect to collect around 90% of that budgeted revenue, and since expenses for Annual Convention were also lower than expected, the lower-than-expected Convention revenue does not impact our other events. However, **Exhibit Space** revenue has been slightly higher than expected at about 107% our budgeted amount

Roughly 18% of **Grants and Special Project** revenue was recognized in this period. Funding from the ARPA Assessment and “Your Land, Your Plan” Grant has already been received, but is recognized on the books when expenditures are made (see Grants and Special Projects expenditures below).



Local Administrative Advisor Grant

In the 2023 legislative session, the State Legislature approved an ongoing appropriation to ULCT through the Governor's Office of Planning and Budget (GOPB) of \$1,580,000 to fund the Local Administrative Advisor program beginning in FY 2024. We believe that this program is the first-of-its-kind in the country. Approximately \$1.2 million of this appropriation is subgranted by ULCT to the state's associations of governments (AOGs) to hire in-house or contract advisors to provide support on a regional basis to the over 140 cities and towns in Utah without sufficient administrative and management staff. As such, the ULCT operates as a pass-through organization. The remainder of the funds (\$380,000) stay with ULCT to run the program and provide centralized resources to these applicable municipalities. The program provides a variety of assistance including facilitating compliance with state code, crafting ordinances and plans, preparing budgets, and promoting leadership training. In September, ULCT received the first installment of 90% of the grant (\$1,440,000) and will receive the remaining 10% after submitting the final report to GOPB.

Expenditures

Overall, actual Q2+ core budget expenditures are 58% of what was budgeted for FY 2024.

Personnel Services account for about 47% of core budgeted spending. So far, ULCT has spent roughly 64% of what has been budgeted. **Operating & Program Expenses** account for roughly 17% of budgeted expenditures, and actual expenditures for this period are just over 44% of budget for the year.

Events expenditures make 26.5 of core budgeted expenditures, and through two-thirds of the year we have expended about 71% in this category. This puts us right on track with the Midyear Conference being the only major event left in the fiscal year

Grants and Special Projects are at just under 18% of the FY 2024 core budget. The remaining funds from the 2021 ARPA Assistance assessment continue to fund a portion of a Policy Analyst position until the end of this fiscal year. The "Your Land, Your Plan" grant is in its second and final year and funds are being used to develop an online learning portal for educating municipal officials on public real estate asset management. ULCT has also funded the fall Utah Healthy Community designation video and made investments in organization modernization in this category.

Conclusion:

At the end of the first eight months of FY 2024 the League's core budget is \$1,279,523 revenue over expenditures and the finances are in very good shape.

UTAH LEAGUE OF CITIES AND TOWNS FY 2024 Q2 + BUDGET REPORT

	FY 2024 Adopted Budget	FY 2024 Q3 7/1/23 - 2/29/24	FY 2024 Budget to Actual	% Collected/ Expended
REVENUES				
General Revenue				
Membership Dues	\$ 2,500,000	\$ 2,508,278	\$ 8,278	100.3%
Sponsors/Donations	\$ 390,000	\$ 368,360	\$ (21,640)	94.5%
Advertising	\$ -	\$ -	\$ -	
Registration Fees	\$ 545,000	\$ 406,274	\$ (138,726)	74.5%
Exhibit Space	\$ 105,000	\$ 112,625	\$ 7,625	107.3%
Interest	\$ 80,000	\$ 115,295	\$ 35,295	144.1%
Publications	\$ 15,000	\$ 5,944	\$ (9,056)	39.6%
Miscellaneous Income	\$ 5,000	\$ -	\$ (5,000)	0.0%
General Revenue	\$ 3,640,000	\$ 3,516,776	\$ (123,224)	96.6%
Grants & Special Projects				
Land Use Academy of Utah	\$ 15,000	\$ -	\$ (15,000)	0.0%
ARPA Assessment	\$ 29,500	\$ 9,649	\$ (19,851)	32.7%
"Your Land, Your Plan" Public Asset Grant	\$ 282,500	\$ 48,848	\$ (233,652)	17.3%
Grants & Special Projects	\$ 327,000	\$ 58,498	\$ (268,502)	17.9%
Reserves				
Reserves	\$ -	\$ -	\$ -	
Ongoing State Appropriation				
Local Administrative Advisor	\$ 1,580,000	\$ 1,422,000	\$ (158,000)	90.0%
TOTAL REVENUE	\$ 5,547,000	\$ 4,997,274	\$ (549,726)	90.1%

	FY 2024 Adopted Budget	FY 2024 Q3 7/1/23 - 2/29/24	Difference FY 2024 Budget to Actual	% Collected/ Expended
EXPENSES				
Personnel Services				
Staff Salaries	\$ 1,160,000	\$ 747,961	\$ 412,039	64.5%
Employee Benefits	\$ 515,000	\$ 331,337	\$ 247,361	64.3%
Payroll Fees	\$ 4,500	\$ 2,727	\$ 1,773	60.6%
Car Expense	\$ 9,000	\$ 6,000	\$ 3,000	66.7%
Contract Labor	\$ 160,000	\$ 93,217	\$ 66,783	58.3%
Personnel Services Subtotal	\$ 1,848,500	\$ 1,181,241	\$ 667,259	63.9%
Operations & Engagement				
Office Supplies	\$ 10,000	\$ 6,020	\$ 3,980	60.2%
Postage and Freight	\$ 5,000	\$ 6,943	\$ (1,943)	138.9%
Printing Expense	\$ 35,000	\$ 22,620	\$ 12,380	64.6%
Equipment purchases	\$ 8,000	\$ 6,434	\$ 1,566	80.4%
Equipment Repairs and Maint.	\$ 3,000	\$ 160	\$ 2,840	5.3%
Building Repairs & Condo Dues	\$ 20,000	\$ 23,409	\$ (3,409)	117.0%
Building Utilities	\$ 6,500	\$ 2,747	\$ 3,753	42.3%
Telephone-Internet Expense	\$ 9,500	\$ 5,849	\$ 3,651	61.6%
Computer & Website Services	\$ 45,000	\$ 5,925	\$ 39,075	13.2%
Travel and Lodging	\$ 100,000	\$ 28,825	\$ 71,175	28.8%
Operations Subtotal	\$ 242,000	\$ 108,931	\$ 133,069	45.0%

	FY 2024 Adopted Budget	FY 2024 Q3 7/1/23 - 2/29/24	Difference FY 2024 Budget to Actual	% Collected/ Expended
EXPENSES (Continued)				
Dues & Subscriptions	\$ 67,000	\$ 35,276	\$ 31,724	52.7%
Accounting Expenses	\$ 39,000	\$ 28,200	\$ 10,800	72.3%
Legal Expenses	\$ 25,000	\$ 12,500	\$ 12,500	50.0%
Insurance	\$ 12,000	\$ 10,753	\$ 1,247	89.6%
Credit Card Processing/Bank Fees	\$ 40,000	\$ 24,542	\$ 15,458	61.4%
Board Expenses	\$ 5,000	\$ 1,157	\$ 3,843	23.1%
Professional Development & Tuition Aid	\$ 25,000	\$ 7,535	\$ 17,465	30.1%
League Relations/Engagement	\$ 5,000	\$ 850	\$ 4,150	17.0%
Professional Costs & Fees Subtotal	\$ 218,000	\$ 120,814	\$ 97,186	55.4%
Policy Research & Outreach	\$ 95,000	\$ 9,167	\$ 85,833	9.6%
Legal Services	\$ 104,000	\$ 59,150	\$ 44,850	56.9%
Muniversity (New Training)	\$ 15,000	\$ -	\$ 15,000	0.0%
Programs Subtotal	\$ 214,000	\$ 68,317	\$ 145,683	31.9%
Operations & Engagement Subtotal	\$ 674,000	\$ 298,062	\$ 375,938	44.2%
Events				
Convention Programming	\$ 150,000	\$ 105,612	\$ 44,388	70.4%
Facility & Special Equip. Rental	\$ 365,000	\$ 274,243	\$ 182,894	75.1%
Food & Beverage	\$ 535,000	\$ 362,167	\$ 172,833	67.7%
Events Subtotal	\$ 1,050,000	\$ 742,023	\$ 307,977	70.7%
Grants & Special Projects				
Land Use Academy of Utah	\$ 15,000	\$ -	\$ 15,000	
Essay Contest Expenses	\$ 6,500	\$ -	\$ 6,500	0.0%
Website Redesign	\$ -	\$ -	\$ -	
Organization Modernization	\$ 50,000	\$ 11,885	\$ 38,115	23.8%
Healthy Utah Communities Award	\$ 10,000	\$ 4,042	\$ 5,958	40.4%
ARPA Assistance	\$ 29,500	\$ 9,649	\$ 19,851	32.7%
"Your Land, Your Plan" Public Asset Program	\$ 282,500	\$ 48,848	\$ 233,652	17.3%
Grants & Special Projects Subtotal	\$ 393,500	\$ 74,425	\$ 319,075	18.9%
Miscellaneous				
Miscellaneous	\$ 1,000	\$ -	\$ 1,000	0.0%
Miscellaneous Subtotal	\$ 1,000	\$ -	\$ 1,000	0.0%
Capital				
Capital Outlay	\$ -	\$ -	\$ -	
Capital Improvements - Office remodel	\$ -	\$ -	\$ -	
Capital Subtotal	\$ -	\$ -	\$ -	
Ongoing State Appropriation				
Local Administrative Advisor	\$ 1,580,000	\$ 1,171,032	\$ 408,968	74.1%
TOTAL EXPENSES W/O STATE APPROPRIATION	\$ 3,967,000	\$ 2,295,750	\$ 1,671,250	57.9%
TOTAL ALL REVENUES W/O STATE APPROPRIATION	\$ 3,967,000	\$ 3,575,274	\$ (391,726)	90.1%
REVENUES (Under) Over EXPENSES W/O STATE APPROP	\$ -	\$ 1,279,523		
TOTAL EXPENSES	\$ 5,547,000	\$ 3,466,782	\$ 2,080,218	62.5%
TOTAL ALL REVENUES	\$ 5,547,000	\$ 4,997,274	\$ (549,726)	90.1%
REVENUES (Under) Over EXPENSES	\$ -	\$ 1,530,492		

Utah League of Cities and Towns

Check Detail

October 2023 - February 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
51-1115 ZIONS BANK #2						
10/02/2023	Check	100912	Vanguard Cleaning Systems	Invoice #: 23734	R	-400.00 400.00
10/03/2023	Check	100905	Karson Eilers	NLC Housing Accelerator Travel NLC Housing Accelerator Food	R	-1,523.41 1,417.55 105.86
10/03/2023	Check	100911	Utopia Fiber	Invoice #: CIV202310-000081	R	-435.00 435.00
10/03/2023	Check	100909	Radisson	Conf. No.: 70440160 Annual Convention 2023 Conf. no.: 70440160 Annual Convention 2023 Conf. no.: 70440160 Annual Convention 2023	R	-9,084.38 1,923.62 2,961.10 4,199.66
10/18/2023	Check	100913	Blue Cairn Media	Invoice #: 2111 Annual Printing	R	-1,892.00 1,892.00
10/18/2023	Check	100914	Cameron Diehl	One Utah Staff Meal 1 One Utah Staff Meal 2 One Utah Staff Meal 3 One Utah Staff Meal 4		-167.74 9.36 34.34 39.30 84.74
10/18/2023	Check	100915	Cassidy Hansen	PIO Conference St. George Lodging PIO Conference St. George Food	R	-501.18 383.18 118.00
10/18/2023	Check	100916	Encore	Invoice #: 1002664407 Annual	R	- 16,265.07 16,265.07
10/18/2023	Check	100917	Executech Utah LLC	Invoice #: EXEC-155890 Invoice #: EXEC-154628	R	-1,737.85 713.85 1,024.00
10/18/2023	Check	100918	Hayes Godfrey Bell, P.C.	Invoice #: 11303	R	-8,450.00 8,450.00
10/18/2023	Check	100919	Kendell Stephens	Invoice #: 17	R	-1,950.00 1,950.00
10/18/2023	Check	100920	Les Olson Company	Invoice #: EA1326775	R	-142.34 142.34
10/18/2023	Check	100921	Liam Thrailkill	UBLA Presentation Travel Joint Highway Committee Meeting Travel LAA Training and Member Visits LAA Business Meal		-568.96 38.38 179.47 273.84 77.27
10/18/2023	Check	100922	Molly Wheeler	NLC Atlanta Flight	R	-767.80 767.80

Utah League of Cities and Towns

Check Detail

October 2023 - February 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10/18/2023	Check	100923	Quadient	Account #: 7900044080878287	R	-3,000.00 3,000.00
10/18/2023	Check	100924	Utah Local Governments Trust	Statement #: 119983 Statement Period: 10/13/2023	R	-275.14 275.14
10/23/2023	Check		Zions Bank	CREDIT CARD ECS 9044021947PAYMENT WEB043000097553498ACCOUNT CONTROL REF # 023296003293106	R	- 12,489.69 - 12,489.69
10/23/2023	Check	907	Liam Thrailkill	CHECK 907	R	-41.46 41.46
10/23/2023	Check	914	Cameron Diehl	CHECK 914	R	-167.74 167.74
10/23/2023	Check	921	Liam Thrailkill	CHECK 921	R	-568.96 568.96
10/30/2023	Check	100928	Marvellous Catering	Invoice Deposit: 46596	R	-2,388.25 2,388.25
10/31/2023	Check	100925	Dominion Energy	Account #: 5509510000 9/15 - 10/11	R	-17.93 17.93
10/31/2023	Check	100926	DS Accounting Services LLC	Invoice #: 2023-0558	R	-2,100.00 2,100.00
10/31/2023	Check	100927	In the Event	LOD Invoice #: 63634	R	- 17,717.50 17,717.50
10/31/2023	Check	100930	Public Employees Health Program	Invoice #: 0124022427	R	-742.18 742.18
10/31/2023	Check	100934	Sixth East Condo Association	Invoice #: 1430	R	- 12,414.00 12,414.00
11/01/2023	Check	100929	Molly Wheeler	COM, Ivory Innovations, and UHC	R	-74.51 74.51
11/01/2023	Check	100931	Salt Lake County Assessor's Office	Invoice #: C-005	R	-1,300.00 1,300.00
11/01/2023	Check	100932	Urban3	Invoice #: AC000412	R	-4,826.95 4,826.95
11/01/2023	Check	100933	Vanguard Cleaning Systems	Invoice #: 24393	R	-400.00 400.00
11/06/2023	Check	100937	Kendell Stephens	Invoice #: 17	R	-780.00 780.00

Utah League of Cities and Towns

Check Detail

October 2023 - February 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
11/06/2023	Check	100942	Utopia Fiber	Invoice #: CIV202311-000094	R	-435.00 435.00
11/07/2023	Check	923	Zions Bank	CREDIT CARD ECS 9044021947PAYMENT WEB043000095113028ACCOUNT CONTROL REF # 023311008267964	R	- 12,138.82 - 12,138.82
11/13/2023	Check	100938	Kinser Studios	LOD Photographer Deposit Invoice #: 2040	R	-500.00 500.00
11/14/2023	Check	100939	Les Olson Company	Invoice #: EA1337730	R	-191.55 191.55
11/14/2023	Check	100936	Dominion Energy	Account #: 5509510000 10/12 - 11/8	R	-128.25 128.25
11/14/2023	Check	100935	Cameron Diehl	LAA Meeting and Dinner	R	-738.24 738.24
11/14/2023	Check	100940	Molly Wheeler	Park SLC - UHC Parking	R	-9.00 9.00
11/14/2023	Check	100941	Nick Jarvis	Meeting with Nakamura & Associates	R	-40.71 40.71
11/30/2023	Check	100947	Public Employees Health Program	Invoice #: 0124029925 Date: 11/20-12/10	R	-742.18 742.18
11/30/2023	Check	100950	Utah Local Governments Trust	Statement #: 120341 Statement Period: 12/10/2023	R	-282.62 282.62
11/30/2023	Check	100943	Angela Adam	NLC City Summit ATL NLC City Summit ATL - Lodging	R	-217.68 196.84 20.84
11/30/2023	Check	100945	Katie Harley	NLC City Summit ATL Travel NLC City Summit ATL Food	R	-184.70 86.28 98.42
11/30/2023	Check	100946	Molly Wheeler	NLC City Summit ATL Travel NLC City Summit ATL Food	R	-398.27 201.43 196.84
11/30/2023	Check	100949	Six County Association of Governments	Reimbursement for Travel and Lodging at UCMA Fall Conference	R	-893.77 893.77
11/30/2023	Check	100948	Shari Phippen	Reimbursement for attending UCMA Fall Conference	R	-125.00 125.00
11/30/2023	Check	100944	DS Accounting Services LLC	Invoice #: 2023-0580	R	-2,100.00 2,100.00

Utah League of Cities and Towns

Check Detail

October 2023 - February 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
12/04/2023	Check	924	Zions Bank	CREDIT CARD ECS XXXXXX1947PAYMENT WEBXXXXXXXX7624010ACCOUNT CONTROL REF # XXXXXXXX0510271	R	-8,010.48 -8,010.48
12/07/2023	Check	100953	Hayes Godfrey Bell, P.C.	Invoice#: 11379	R	- 16,900.00 16,900.00
12/07/2023	Check	100959	Utopia Fiber	Invoice #: CIV20232-000094	R	-435.00 435.00
12/07/2023	Check	100954	HBME, LLC	Invoice #: 17268 Audit	R	- 13,500.00 13,500.00
12/13/2023	Check	100951	Cameron Diehl	NLC ATL Travel and Lodging NLC ATL Per Diem Lunch with Michael Parker Lunch with Mayor Ramsey - UEOC	R	-2,041.57 1,798.65 98.42 78.43 66.07
12/13/2023	Check	100952	Centerplate at Salt Palace Convention Center	LOD Food and Beverage	R	- 57,188.86 57,188.86
12/13/2023	Check	100957	The Exoro Group	Voided Invoice #: 5007 Legislative Guide Sponsor	C	0.00 0.00
12/13/2023	Check	100955	Les Olson Company	Invoice #: EA1348958	R	-60.10 60.10
12/13/2023	Check	100958	Uintah Basin Association of Governments	Nate Zilles Reimbursement - ULCT's Newly Elected	R	-45.00 45.00
12/13/2023	Check	100956	Southeastern Utah Association of Governments	Christine Watkins Reimbursement - ULCT's Newly Elected - Lodging Christine Watkins Reimbursement - ULCT's Newly Elected - Milage Christine Watkins Reimbursement - UCMA - Registration	R	-457.50 220.06 162.44 75.00
12/13/2023	Check	100960	Exoro Group	Invoice #: 4822	R	-750.00 750.00
12/20/2023	Check	100961	Dominion Energy	Account #: 5509510000	R	-320.45 320.45
12/20/2023	Check	100962	Gary Whatcott	Lobbyist Reimbursement	R	-60.00 60.00
12/20/2023	Check	100963	Kendell Stephens	Invoice #: 17	R	-570.00 570.00
12/20/2023	Check	100964	Marvellous Catering	Invoice #: 46596 LOD Catering	R	-7,164.75 7,164.75
12/20/2023	Check	100965	Molly Wheeler		R	-101.35

Utah League of Cities and Towns

Check Detail

October 2023 - February 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Lunch w/ Tauni Barker		52.91
				Utah County Winter Taskforce		48.44
12/20/2023	Check	100966	Public Employees Health Program		R	-749.98
				Invoice #: 0124037278		749.98
12/20/2023	Check	100967	Smithfield		R	-1,500.00
				Cache County Mayors Dignity Event Sponsorship		1,500.00
12/29/2023	Check	100968	Blue Cairn Media		R	-3,528.00
				Invoice #: 2145 Powers and Duties		3,528.00
12/29/2023	Check	100970	DS Accounting Services LLC		R	-2,100.00
				Invoice #: 2023-0604		2,100.00
01/08/2024	Check	925	Zions Bank		R	-9,825.44
				CREDIT CARD ECS XXXXXX1947PAYMENT WEBXXXXXXXX1993804ACCOUNT CONTROL REF # XXXXXXXX2045934		-9,825.44
01/10/2024	Check	100969	Dixie Convention Center		R	-
				Event #: 10375-3 Midyear		24,000.00 24,000.00
01/10/2024	Check	100971	Hayes Godfrey Bell, P.C.		R	-8,450.00
				Invoice #: 11422 12/31		8,450.00
01/10/2024	Check	100972	Karson Eilers		R	-1,076.05
				NLC DC Flight		946.20
				Inauguration Reimbursement		129.85
01/10/2024	Check	100974	Les Olson Company		R	-87.66
				Invoice #: EA1359237		87.66
01/10/2024	Check	100975	Liam Thrailkill		R	-992.63
				Inauguration Reimbursement		46.43
				NLC DC Flight		946.20
01/10/2024	Check	100976	Molly Wheeler		R	-988.41
				Inauguration Reimbursement		69.01
				NLC DC Flight		919.40
01/10/2024	Check	100977	Nick Jarvis		R	-1,010.10
				Inauguration Reimbursement		113.90
				NLC DC Flight		896.20
01/10/2024	Check	100978	Professional Print Consulting		R	-
				Invoice #: 8031 P&D		12,867.00 9,547.00
				Invoice #: 8031 P&D (Newly Elected)		3,320.00
01/10/2024	Check	100973	Kendell Stephens		R	-600.00
				Invoice #: 17		600.00
01/10/2024	Check	100979	Quadient		R	-500.00

Utah League of Cities and Towns

Check Detail

October 2023 - February 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Account #: 7900 0440 8087 8287		500.00
01/10/2024	Check	100980	Utopia Fiber	Invoice #: CIV202401-000095	R	-435.00 435.00
01/24/2024	Check	100988	Marvellous Catering	LOD Invoice #: 46596	R	-1,832.50 1,832.50
01/24/2024	Check	100982	Dixie Convention Center	Event #: 10375-3 Midyear 2024	R	- 24,000.00 24,000.00
01/24/2024	Check	100990	Public Employees Health Program	Invoice #: 0124044625	R	-749.98 749.98
01/24/2024	Check	100981	Althea Development LLC	Invoice #: 1	R	-6,350.00 6,350.00
01/24/2024	Check	100983	Dominion Energy	Account #: 550951000	R	-263.45 263.45
01/24/2024	Check	100984	Encore	Invoice #: 1178-5431 LOD	R	-3,835.52 3,835.52
01/24/2024	Check	100985	Justin Lee	Southern Utah Travel	R	-854.48 854.48
01/24/2024	Check	100986	Katie Harley	Capitol Preservation Board Reimbursement	R	-30.00 30.00
01/24/2024	Check	100987	Lewis Young Robertson & Burningham, Inc.	Invoice #: 2023-001 IC	R	-6,750.00 6,750.00
01/24/2024	Check	100989	Professional Print Consulting	Invoice #: 8040 LOD	R	-590.00 590.00
01/24/2024	Check	100991	Vanguard Cleaning Systems	Invoice #: 25046	R	-400.00 400.00
01/29/2024	Check	100996	Vanguard Cleaning Systems	Invoice #: 25698	R	-400.00 400.00
02/07/2024	Check	100992	Cameron Diehl	Flight to DC - Cam & Rachel	R	-1,101.40 1,101.40
02/07/2024	Check	100994	James P. Davidson	Invoice #: 001	R	-1,750.00 1,750.00
02/07/2024	Check	100995	Quadient Finance USA, Inc.	Account #: 7900 0440 8087 8287	R	-1,049.88 1,049.88
02/07/2024	Check	100997	Western Municipal Association	Invoice #2024-12 Membership dues for western municipal association Jan 1, 2024-December 31, 2025	R	-1,000.00 1,000.00

Utah League of Cities and Towns

Check Detail

October 2023 - February 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
02/07/2024	Check	100993	Capitol Preservation Board	Local Officials Day 2024	R	-1,067.00 1,067.00
02/07/2024	Check	926	Zions Bank	CREDIT CARD ECS XXXXXX1947PAYMENT WEBXXXXXXXX7002612ACCOUNT CONTROL REF # XXXXXXXX9246419	R	- 14,215.13 - 14,215.13
02/20/2024	Check	100998	Executech Utah LLC	Invoice #:EXEC-163502	C	-662.55 662.55
02/20/2024	Check	100999	Hayes Godfrey Bell, P.C.	Invoice #: 11467	R	-8,450.00 8,450.00
02/20/2024	Check	101000	Kendell Stephens	Invoice #: 17	R	-1,080.00 1,080.00
02/20/2024	Check	101001	Les Olson Company	Invoice #: EA1371623	R	-305.95 305.95
02/20/2024	Check	101002	Millcreek	Local Officials Day Refund	C	-450.00 -450.00
02/20/2024	Check	101003	National League of Cities	Invoice #: 188157	C	- 21,950.00 21,950.00
02/20/2024	Check	101004	Rory Martin Inc.	Invoice #: 101	C	-5,000.00 5,000.00
02/20/2024	Check	101005	Public Employees Health Program	Invoice #: 0124050886	R	-755.90 755.90
02/28/2024	Check	101008	Dominion Energy	Account #: 50559510000	C	-262.30 262.30
02/28/2024	Check	101010	Greenlight Booking	Invoice #: 11392 Hartley Road	C	-2,500.00 2,500.00
02/28/2024	Check	101011	Marvellous Catering	Invoice #: 47058	C	- 11,976.50 11,976.50
02/28/2024	Check	101013	Molly Wheeler	SLC Parking	C	-9.00 9.00
02/28/2024	Check	101014	Quadient Finance USA, Inc.	Account #: 7900 0440 8087 8287	C	-1,065.10 1,065.10
02/28/2024	Check	101015	Ron Torgerson	Travel Reimbursement Hotel Reimbursement		-554.95 246.56 308.39
02/28/2024	Check	101016	Six County Association of Governments	Regional Growth Summit Sponsorship Regional Growth Summit Sponsorship	C	-4,000.00 3,000.00 1,000.00

Utah League of Cities and Towns

Check Detail

October 2023 - February 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
02/29/2024	Check	101007	Capitol Preservation Board	Invoice : 2411		-215.00 215.00
02/29/2024	Check	101009	DS Accounting Services LLC	Invoice #: 2024-0650	C	-2,100.00 2,100.00
02/29/2024	Check	101012	MJC Government Consulting, LLC	Invoice #: 1-2024	C	-1,675.00 1,675.00
02/29/2024	Check	101006	Althea Development LLC	Invoice #: 2		-2,700.00 2,700.00
02/29/2024	Check	927	Zions Bank	CREDIT CARD ECS XXXXXX1947PAYMENT WEBXXXXXXXX4590990ACCOUNT CONTROL REF # XXXXXXXX7965838	R	-9,212.03 -9,212.03

DRAFT

Disagreeing Better in Your Community

Background:

ULCT membership voted to adopt policy resolution “Dignity and Civility in Local Politics” ([2023-01](#)) at the 2023 Annual Convention in support of Governor Cox’s [Disagree Better Initiative](#) and ULCT’s collaboration with the [Dignity Index](#). One of the clauses of the resolution encouraged municipalities to consider adopting a code of conduct or resolution that establishes expectations for municipal officials’ conduct during public meetings, social media interactions, and other forums where political discussions take place. The code of conduct or resolution could also apply to how members of the public interact in public meetings.

Resources for communities interested in adopting a code of conduct or resolution about dignity and civility in local politics can be found below. This document is intended to serve as a starting point for interested communities. ULCT recognizes that “one size misfits all” and that the adoption of a code of conduct or resolution and the possible provisions within any given code of conduct will vary across municipalities.

While the ULCT resolution included a code of conduct, municipalities could also adopt their own resolutions. Interested cities may model their resolution from the ULCT Convention. We’ve gathered other resolutions and codes of conduct from across the country and within our own state for some inspiration.

- South Carolina Municipal League’s [Civility Resolution](#)
- Pennsylvania Municipal League’s [Civility Pledge](#)
- South Jordan’s Code of Ethics (link to pdf)
- Salt Lake City’s [Code of Conduct Resolution](#)

What is a code of conduct?

A code of conduct is a set of principles that outline the norms, rules, responsibilities and best practices of an individual party or an organization. Many organizations have codes of conduct outlining rules relating to harassment, financial integrity, data privacy, communications, intellectual property, and more. A code of conduct on dignity and civility in local politics would speak to collective values within a municipality rather than any legal statute.

Why consider adopting a code of conduct or resolution about fostering dignity in public discourse?

- Provides a clear guideline for behavior and expectations while acting in an official municipal capacity
- Demonstrates the shared values, principles, and culture a municipality seeks to foster and informs stakeholders of those values, principles, and culture.

*Adapted from [indeed.com](#)

- Ensures municipal officials are aware of how to treat others with dignity and civility while disagreeing better

How to write a code of conduct or resolution:

ULCT encourages interested municipalities to work with relevant stakeholders to compose a code of conduct that works best for your community.

1. Determine who will be included in the creation of your code of conduct
2. Consider any challenges that have arisen surrounding political discourse in your community in the past
3. Create an outline
4. Discuss the draft with stakeholders
5. Compose a final draft

Components of a code of conduct:

1. Introduction including a mission statement and values
2. Workplace policies and procedures

Draft Provisions:

You can and should tailor a code of conduct to align with your community. Some of the below examples may be a great fit for your community, some may not, and there may be some that are not included below that you will want to include. You should note that some of the provisions below surrounding ethics and nondiscrimination are required in federal and state law, regardless of whether you include them in your code of conduct. A few draft provisions that you could consider include:

Introduction:

Local government plays a vital role in our communities—shaping the lives of those we represent. To build and maintain strong communities, we need productive deliberations where everyone can be heard and where we can disagree better to solve problems. To uphold these principles in our political discourse, and policy decisions, we commit to the following code of conduct:

Respectful Communications:

We pledge to engage in respectful, constructive, and courteous communication with fellow elected officials, staff, constituents, and stakeholders. We respect the right to disagree and welcome perspectives that are different than our own. We will listen attentively, seek common ground, avoid personal attacks, and disagree better.

Viewpoint Diversity:

We will work to represent all members of our community, as the elected non-partisan caretakers of our municipality's services, budget, and land use. We will seek diverse perspectives and ensure equitable access to our political process as we make decisions that will impact today's and tomorrow's residents.

Transparency and Accountability:

Complying with all state and federal transparency laws is already a legal requirement you must follow.

We commit to transparency in our actions and decisions, providing clear information about our objectives, sources of funding, and any potential conflicts of interest. We will be accountable for our actions and decisions.

Constructive Collaboration:

We will actively seek opportunities for collaboration and compromise, recognizing that progress often requires working with others with differing viewpoints. We will prioritize the greater good over short-sighted thinking or limiting perspectives.

Non-Discrimination:

Complying with state and federal non-discrimination law is already a legal requirement that you must follow.

We will not tolerate discrimination or prejudice based on race, ethnicity, gender, religion, sexual orientation, disability, age, or any other protected characteristic. We will work to create a welcoming environment for all.

Sexual Harassment:

Complying with state and federal sexual harassment and discrimination law is already a legal requirement that you must follow.

We will not engage in or tolerate any form of sexual harassment, coercion, or discrimination. Any reported instances of sexual harassment or misconduct should be reported to the appropriate authorities.

Upholding the Law:

Complying with existing state and federal law and local ordinances are already legal requirements you must follow.

We will adhere to upholding all applicable laws, rules, and regulations governing our roles in local government, including ethics laws.

Responsible Communication and Social Media Use:

Complying with the First Amendment law is already a legal requirement that you must follow.

We will communicate and use social media responsibly, refraining from spreading misinformation or engaging in online harassment. We will follow all relevant First Amendment laws for our speech and others' speech. We will set a positive example for others in our online interactions.

Conflict Resolution:

In the event of disputes or conflicts, we will seek resolution through peaceful and respectful means, utilizing established procedures and channels for addressing grievances.

Personal Accountability:

We recognize that our words and actions reflect ourselves, our community, and our profession. We will take personal responsibility to uphold the principles of dignity in all aspects of our community engagement.

*Adapted from [indeed.com](https://www.indeed.com)

DRAFT

Utah League of Cities and Towns Board of Directors' Code of Conduct

The Utah League of Cities and Towns Board of Directors recognizes the value and duty to uphold, practice, and advocate for ULCT's core principles. As such, the ULCT Board of Directors commits to uphold the highest standards of ethical behavior, to obey the laws, and to foster an environment of respect, collaboration, accountability, and dignity.

Therefore, the ULCT Board of Directors, both collectively and individually, establish the following Board of Directors' Code of Conduct:

Ethical Behavior and Conflict of Interest:

- We will execute all duties as a ULCT Board and as a municipal representative with fidelity and integrity.
- We will individually avoid all actions which could damage the good reputation of ULCT.
- We will abide by all laws of the United States, State of Utah, and our local governments.
- We will act with the highest standards of ethical behavior, dignity, and decency.
- We will disclose any actual or potential conflicts of interest and abstain from voting on any action if such would be solely for personal gain and not in the best interests of ULCT.

Sexual Harassment:

- We will be fully informed and understand the type of conduct that is defined as sexual harassment under federal and state laws.
- We will not engage in or tolerate any form of sexual harassment, as defined by law.

Discrimination:

- We will not discriminate on the basis of race, sex, color, national origin, religion, age, disability, sexual orientation, gender identity, and ethnicity.
- We will support policies and practices that ensure equal opportunities for all members in accordance with federal and state law.

Collaboration and Communication:

- We will "disagree better," listen intently, and work collaboratively with fellow board members, ULCT staff, and member cities and towns.
- We will value and respect diverse individuals and perspectives and foster constructive dialogue.
- We will actively participate in board meetings, committees, and other activities, contributing our respective individual expertise and insights for the organization's betterment.

- We will communicate openly, honestly, and respectfully with fellow board members, staff, and stakeholders.

Personal Accountability:

- We will take responsibility for our actions and decisions, acknowledging both successes and failures.
- We will comply with all legal and regulatory requirements applicable to our role as board members and as a government employer.

Implementation and Reporting:

- We believe implementation of this Code of Conduct is critical to the success of other individual board members, ULCT staff, and member municipalities, along with the organization.
- We will report any concerns or observations regarding potential violations of this Code of Conduct to the Board Chair to be handled in accordance with ULCT policies and procedures.
- We affirm that any violations of this Code of Conduct should be taken seriously and may result in disciplinary action, up to and including the removal of the offending board member from the ULCT Board, as set forth in ULCT policies and procedures.



TO: Cameron Diehl, ULCT Executive Director; ULCT Board of Directors
FROM: Karson Eilers, ULCT Policy Director
DATE: March 14, 2024
SUBJECT: ULCT use of Slido Polling to Guide 2024 Session Advocacy

Background

ULCT staff used Slido polling extensively to gather informal feedback during the 2024 legislative general session. Slido questions were asked in all but one Legislative Policy Committee (LPC) meeting. In total, ULCT asked 26 questions, with an average of 112 responses per question and a total of 2,936 responses. Slido polls contained an average of five questions each. Informal polling provided critical guidance to ULCT staff and the ULCT Executive Board for negotiations when bill language was not yet available during the 2024 session.

Why Slido?

The ULCT Board of Directors delegates authority to determine positions on legislation to the legislative policy committee (LPC). The LPC takes formal positions (support, neutral, opposition) on bills by a 60% majority consensus vote. This process is critical to ensuring ULCT positions are consistent with the sentiment of ULCT members, but it does leave staff with two challenges. The first is negotiating policy concepts that have not been written into bills yet. ULCT staff evaluate such proposals and concepts through both the policy prism and body of resolutions as we do with legislation, but standing league policy does not address all topics or issues that arise. The second is prioritizing staff bandwidth and political capital. ULCT used Slido polling to overcome both challenges. LPC members weighed in on numerous policy concepts. Some were incorporated into bills which the LPC eventually voted on. Others never appeared in legislation because of informal feedback.

Case study: Slido feedback on SB 185

ULCT use of Slido on SB 185 Residential Building Inspection Amendments (Sen. Vickers) exemplifies this process. ULCT staff met with the bill sponsor in early February after the bill was numbered. We asked the LPC via Slido about whether opposition to SB 185 a high priority was, medium priority, low priority, or no priority for their cities. 84% of LPC members responded via Slido that the bill was a *high or medium priority*, so we accordingly dedicated significant political capital to the bill.

The bill sponsor indicated a willingness to find an alternative approach to the original draft. ULCT gathered a small group of city attorneys, administrators, building inspectors, and elected officials after LPC to discuss alternative concepts. ULCT formulated a concept that required cities to create a rapid



March 11, 2024

The Honorable Spencer Cox
Governor of Utah
350 North State Street, Suite 200
Salt Lake City, UT 84114

Dear Governor Spencer Cox,

As the officers and leadership of the Utah League of Cities and Towns (League), we are concerned about SB 161 6th substitute. The bill creates a state authority (Decommissioned Asset Disposition Authority) without municipal representation that could negatively impact a municipally owned and managed asset.

As background, the League membership unanimously endorsed Policy Resolution 2023-002 at our Annual Convention in September 2023. The resolution emphasized the importance of preserving municipal legal authority and protecting against federal or state preemption or interference. Specifically, the resolution urges the federal government and the State of Utah to “engage in collaborative and constructive partnerships ...” and states that we “oppose mandates that unnecessarily create unelected boards, commissions, authorities, or any type of entity that preempts local governments.” You can read the full resolution here: <https://www.ulct.org/home/showpublisheddocument/14666/638320210026670000>.

In the case of SB 161 6th substitute, the League’s concern is the creation of a state authority that negatively impacts an asset—the Intermountain Power Plant (IPP)—that 23 Utah municipalities from Oak City to Parowan and Lehi to Logan own and manage. As of this writing, we know you’ve received veto requests from the majority of those 23 cities. IPP does not receive or use any state dollars and is not on state owned land. However, SB 161 6th substitute preempts the interlocal agreement by authorizing a state authority to determine how to sell and manage the asset—and could thus expose the 23 cities to legal and financial risks and costs. We are concerned about state-created authorities that preempt traditional municipal responsibilities, which includes SB161 (and HB 572) in this session.

We recognize and appreciate the significant deliberations before and during the session with the various stakeholders on SB 161. The League supported SB 161 5th substitute, which was the result of those significant deliberations, that the Senate passed. The 5th substitute



contained notable differences from the 6th substitute. For example, the proposed state authority in the 5th substitute included municipal representation and fiscal and legal protections for the 23 cities and their ratepayers. Our 23 cities had concerns about the policy in and the process for adoption of the 6th substitute.

In sum, the League is requesting a veto because the creation of a state authority in SB 161 6th substitute sets a precedent that could generally negatively impact the traditional responsibilities of local governments and could specifically negatively impact the 23 municipalities, their constituents, and the asset that they own and manage.

The ULCT Board of Directors will meet on Monday, March 18 to discuss this issue (among other post-session issues). We appreciate your consideration and you and your team's long-standing partnership with local government leaders. We welcome the opportunity to discuss this and other policy issues with you, legislative leaders, and other stakeholders.

Sincerely,

Michelle Kaufusi, ULCT President and Provo Mayor

Troy Walker, ULCT 1st Vice President and Draper Mayor

Kate Bradshaw, ULCT 2nd Vice President and Bountiful Council Member

Jeff Silvestrini, ULCT Immediate Past President and Millcreek Mayor

Seth Perrins, Utah City and County Management Association representative and Spanish Fork City Manager

Cameron Diehl, Executive Director



SETTLED IN 1850

SENT VIA EMAIL. NO HARD COPY TO FOLLOW.

March 7, 2024

Governor Spencer Cox
350 North State Street, Suite 200
Salt Lake City, UT 84114
Email: spencercox@utah.gov

Re. Request to veto SB161 6th substitute

Dear Governor Cox,

Thank you for giving consideration to the veto request of Kaysville City. Kaysville is one of the 23-member municipalities of the Intermountain Power Agency (IPA), which owns the Intermountain Power Project (IPP). The IPA has borne all of the costs and all of the risks associated with the project.

The IPP is a critical part of Kaysville's power supply portfolio. Kaysville has called back power from the IPP numerous times over the years, including as recently as 2022 when the City called back IPP power in order to save \$270,000 compared to what it would have spent on purchasing power on the open market.

Kaysville understands the desire to preserve coal-fueled power and supports win-win strategies to accomplish this. However, we have significant concerns with the 6th substitute of SB161.

We are concerned that the language in the 6th substitute leaves the door wide open for the EPA to shut down the existing coal-fired facilities by mid-November 2024, which would also jeopardize the construction of the IPP Renewed gas-fueled facilities. This would leave Kaysville with a very vulnerable gap within its power supply.

We are especially concerned about the legislative process related to the 6th substitute, which never received a committee hearing and was passed by the House mere minutes after being made publicly available. Input from the IPA and its member municipalities

was not requested or allowed. Meaningful review and input are critical to such high-stakes legislation that will directly impact cities like Kaysville.

We appreciate your consideration of vetoing SB161 6th substitute as a first step toward a win-win solution.

Respectfully,

Mayor Tamara Tran
Councilmember John Adams
Councilmember Mike Blackham
Councilmember Abbigayle Hunt
Councilmember Nate Jackson
Councilmember Perry Oaks
City Manager Jaysen Christensen
Power Superintendent Brian Johnson
Power Resource Service Manager Bruce Rigby

cc:

Chief of Staff: Jon Pierpont, jonpierpont@utah.gov

General Counsel: Daniel O'Bannon, dobannon@utah.gov

Senior Advisor for Legislative Affairs: nabercrombie@utah.gov



CITY OF BOUNTIFUL

MAYOR
Kendalyn Harris

CITY COUNCIL
Jesse Bell
Kate Bradshaw
Richard Higginson
Matt Murri
Cecilee Price-Huish

CITY MANAGER
Gary R. Hill

March 6th, 2024

Governor Spencer J. Cox
350 North State Street, Suite 200
Salt Lake City, UT 84114
Email: spencercox@utah.gov

RE: Veto Request of SB161 6th Sub.

Dear Governor Spencer Cox,

The City of Bountiful requests that you veto SB 161 6th substitute Energy Security Amendments. As a city, we are one of 23 Utah cities that formed and govern the Intermountain Power Agency (IPA) which owns and operates the Intermountain Power Plant (IPP) near Delta, Utah. Bountiful has an entitlement to 1.695% of the power generated by the coal-units and 1.711% of the power generated by the natural gas/hydrogen units currently under construction in the IPP Renewed Project. In 2022, Bountiful faced constraints in hydropower resources due to the multi-year drought related to our power assets at Echo Reservoir, Pineview Reservoir, and the Colorado River Storage Project. However, we were able to draw upon our IPP entitlements for our summer power load which saved the residents of our city \$875,709 over the market price of power. We also drew down our entitled power in the summer of 2023 and have scheduled to do so in the summer of 2024 as well. This project has long been a power-food storage project for our city and has come through in the lean years when we needed it, just as prior city leaders intended.

We are very concerned that SB161 6th sub imperils an important power resource for our city and residents; inserts a new state authority that seeks to take control of a municipal power asset; and could cause significant harm to the currently under construction multi-billion IPP Renewed project. There is a very real threat based on the drafting of the 6th sub that the EPA could intervene related to the coal combustion residual issues and prevent the operation of the coal units this summer and delay the construction of the gas units which would leave Bountiful with an untenable gap in our power supply portfolio and forced to buy more expensive power on the spot market. In addition, we risk the municipal bonds that have been issued to build IPP Renewed and slated to be paid back via the future sale of power. Mayor Kendalyn Harris joined mayors from Kaysville and Price in meeting with you before the legislative session started to express our concerns about legislative directions and intent related to IPA and it appears those concerns were absolutely warranted.

We are very concerned about the legislative process related to the 6th substitute, which never received a committee hearing, as it was made public at the absolute last minute for floor debate in order to ensure that the public and impacted municipalities would have no ability to review or express concerns related to its contents. The argument made on the House floor that the 6th substitute resembles the 4th substitute falls flat because the 4th substitute was never adopted, nor ever publicly presented. The 6th substitute also contains provisions that were never in the 4th substitute and are deeply troubling. Bountiful engaged in the legislative process in good faith both by meeting with you and the legislative leaders in advance of the session. We stayed constantly in contact with our state legislators related to our concerns. It was at Bountiful's request that Sen. Todd Weiler introduced the 5th sub of SB161 which accomplished the broad aims of SB161 as explained by the sponsor Sen. Derrin Owens. The 5th substitute passed the Senate and a House committee hearing, giving it much more legitimacy and public engagement than the 6th substitute can remotely claim. The 5th substitute reordered provisions so that the State would have to begin addressing air permit issues before taking other actions to extend the life of the IPP coal units. This would have mitigated to some extent the impact SB 161 will now have on IPP Renewed; imperiling the natural gas/hydrogen repowering project scheduled to be completed in July 2025 when cities are contracted for and counting on the new power resource.

The 6th substitute, because it ignored the careful reordering of operations the 5th substitute included, also has the further potential side effect of adding additional costs and risk to the Hunter Power plant, which is a co-owned municipal power asset with Rocky Mountain Power. There is danger that the 6th substitute will require either a new regional haze State Implementation Plan with additional environmental controls on other industrial sites in the state, or that the EPA implements a Federal Implementation Plan that likely would impose even stricter pollution controls. Either would impact the Hunter power plant with a requirement to add unplanned-for scrubbers that will increase costs to the plant's operation that would be passed onto ratepayers.

It is appalling that with this legislation, the legislature would insert yet another state authority that usurps municipal authority and control of our municipal assets. There is only one legislator currently serving (Rep. Doug Welton) that has ever served on the city council of a city operating a municipal power system and thus has any idea of the careful planning, budgeting and operation it takes to manage a robust power portfolio and building of partnerships to gain economies of scale. There is no legislative or state expertise in operating power systems or assets. The IPP Renewed project has been a project of municipalities in two states for nearly a decade and has taken thoughtful consideration, give and take, and much advanced planning and financing to bring to fruition. Now the legislature seems poised to derail all that work with a sneaky substitute run in a way to intentionally avoid the public process and the outcry of cities. The tactics undertaken and the bill as drafted seem to showcase the new tool de jour employed by the legislature to direct operations from the State Capitol with one-size-misfits all policies. We hope that you will see the wrongness of these actions and policy and act accordingly with your veto pen.

Please know, Governor, that the legislative actions related to IPA have real consequences and costs that are borne by our residents in the power rates they pay. Legislative actions have already added

\$93 million in costs to the bonds undertaken to build the natural gas/hydrogen units. Now we risk the entire \$2 billion IPP Renewed project and the loss of control of our municipal asset. If a gap in current power entitlements and the completion of the IPP Renewed project is created, we will have to buy very expensive power on the market for the summers of 2024 and 2025. The funds to build and operate the IPP coal units came entirely from bonds issued by IPA and power sold to municipalities (at no cost or risk to the State of Utah). This power asset and rural Utah economic engine is entirely funded by and with the vision of Utah and California municipalities. There are no state dollars involved in this investment nor state resources or partnership that have gone into either the IPP units nor the IPP Renewed project. It is appalling that the legislature, with loads of inaccuracies and misinformation, would now seek to derail our project and seize our asset.

We hope you that you will thoughtfully consider our request to exercise your veto powers related to SB161 6th sub and would invite you or your staff to contact the elected officials or any staff from the City of Bountiful if you would like additional information related to our concerns and request.

Sincerely,

Mayor Kendalyn Harris
Council Member Jesse Bell
Council Member Kate Bradshaw
Council Member Richard Higginson
Council Member Matt Murri
Council Member Cecilee Price-Huish

cc:

Chief of Staff Jon Pierpont
General Counsel Daniel O'Bannon
Senior Advisor for Legislative Affairs

795 South Main Street
Bountiful, UT 84010
801.298.6140



March 11, 2024

Governor Spencer Cox
350 North State Street, Suite 200
Salt Lake City, UT 84114
Email: spencercox@utah.gov

RE: Request to veto SB161 6th substitute

Dear Governor Cox,

Murray City is one of Utah's largest cities that owns and operates the Intermountain Power Plant (IPP) near Delta. In recent years, Murray City has called back power from the Intermountain Power Agency (IPA) to meet power demands and affordability for its citizens. SB161 6th Substitute has the potential to cause significant harm to Murray City such as:

1. SB161 interferes with municipal control by inserting a new state authority that seeks to take control of a municipal power asset.
2. SB161 conflicts with enforceable commitments made to EPA by the State of Utah and IPA and, if implemented, will most certainly lead to EPA intervention.
3. SB161 ignores meaningful efforts by IPA to work toward a win-win solution.

I am requesting that you veto SB161 6th Substitute as the legislative actions have real consequences and costs that will be borne by Murray residents.

Thank you for your thoughtful consideration. I invite you or your staff to contact me for additional information or questions.

Sincerely,

Brett A. Hales
Mayor



Office of the Mayor

March 7, 2024

Mayor Mark Johnson
mayor@lehi-ut.gov

153 North 100 East
Lehi, UT 84043
lehi-ut.gov

Governor Spencer Cox
350 North State Street, Suite 200
Salt Lake City, UT 84114
Email: spencercox@utah.gov

Dear Governor Spencer Cox,

I hope this letter finds you well. Serving as Mayor of the City of Lehi, I am deeply committed to ensuring reliable and sustainable energy for our community. I am writing to express my concerns regarding Senate Bill 161. If enacted, SB 161 would have negative consequences for our community and the state of Utah. I urge you to consider the following reasons for vetoing this bill:

Impact on a Cutting-Edge Natural Gas and Hydrogen Power Plant:

- IPA has embarked on an ambitious renewal project aimed at modernizing our power resources. This project represents a significant investment, with the potential to enhance energy efficiency, reliability, and sustainability through advanced technology.
- IPP's natural gas and hydrogen power plant is at the heart of this initiative. It combines innovative technologies to produce clean energy, reduce emissions, and pave the way for a sustainable energy future.
- SB161 threatens to disrupt the progress of this critical project. The bill's provisions could hinder our ability to fully utilize the benefits of this advanced facility, impacting both our community and the state.

Conflict with Enforceable Commitments to the EPA:

- The State of Utah and the IPA have made enforceable commitments to the Environmental Protection Agency (EPA) regarding emissions reduction and environmental stewardship.
- Violation of these commitments or even the intention to violate these commitments jeopardizes the IPP renewal project by risking an abrupt forced shutdown of the current power plant. A forced shutdown by the EPA would halt the construction of the renewal project and stop the construction of the renewal.

Risk of EPA Intervention and Costly Litigation:

- If SB161 is implemented, it will almost certainly trigger EPA intervention. The resulting legal battles and administrative proceedings would divert resources, time,
-



and attention away from our core mission of providing reliable and affordable power to Lehi residents.

- Litigation costs can quickly escalate, burdening ratepayers and draining public funds. We believe that avoiding unnecessary legal battles is in the best interest of our state.

Governor Cox, we appreciate your commitment to responsible governance and your dedication to the welfare of Utah's citizens. Vetoing SB161 would demonstrate your commitment to sound policy and protect our state's long-term energy goals.

Thank you for your attention to this matter. We remain hopeful that you will consider the implications of SB161 and make a decision that aligns with the best interests of Utah.

Sincerely,

A handwritten signature in black ink that reads "Mark Johnson". The signature is fluid and cursive, with the first name "Mark" being more prominent than the last name "Johnson".

Mayor Mark Johnson

March 8, 2024

Mayor Shim Callister
30 West Center
PO Box 217
Oak City, Utah 84649
Email: oakcitygov@gmail.com

Governor Spencer Cox
350 North State Street, Suite 200
Salt Lake City, UT 84114
Email: spencercox@utah.gov

RE: Request to Veto SB 161 6th Substitute

Dear Governor Cox,

As Mayor and Town Council of Oak City, we respectfully request that you veto SB 161 6th Substitute and we sincerely appreciate your consideration of this matter. The Bill raises grave concerns and will have imminent negative effects on our community and the State if it is allowed to pass into law. Oak City is a participant in the Intermountain Power Agency, along with 22 other Utah municipal entities, all of which will be adversely affected by the Bill. Oak City has always considered its participation in IPP as a sort of insurance policy to deal with future growth. Although much of our IPP power is laid off to California purchasers, we occasionally recall some of it on a seasonal basis, which we are currently doing. This power is a reliable, baseload resource, which provides a cost savings from fluctuating market prices and assures us an economical energy source. SB 161 jeopardizes that at a time of critical change in the power industry, where our other generation resources are suddenly at substantial risk.

We stand with the other Utah municipal entities in IPA and agree that there are too many direct and possibly unintended consequences of SB 161 to simply allow it to pass into law:

SB 161 interferes with municipal control of assets developed and operated without any public funds.

SB 161 conflicts with enforceable commitments made to EPA by the State of Utah and IPA and, if implemented, will most certainly lead to EPA intervention and litigation that will frustrate the goals of the legislation and cost Utah millions of dollars in legal fees.

SB 161 does not provide any meaningful benefit to the State (it will not save any coal jobs).

SB 161 ignores meaningful efforts by IPA to work toward a win-win solution.

It is ironic that Senator Derrin Owens, the Chief Sponsor, has nearly half of the Utah municipal members of IPA within his district, yet he steadfastly refuses to hear our concerns or consider the devastating effects the legislation potentially creates for us. The 6th Substitute was not allowed to be seen by any IPA member until minutes before it was brought to a vote. Stakeholders were given little, if any, opportunity to debate. This refusal to engage constituents in productive dialog is disturbing to us.

If implemented, SB 161 potentially causes harm to both the ramp-down of the existing project, as well as the transition to the renewal project, putting billions of dollars at risk and endangering the new developing


energy hub springing up around IPP. This would leave us without a generation resource that we are able to use immediately or in the future as other resources are retired or as our loads increase. Much of the employment being phased out at IPP is transitioning to these new industries. Many of our residents depend on these jobs. It is short-sighted to allow implementation of SB161 to disrupt this process.

SB 161 disregards the significant efforts already taken by IPA to find new subscribers or buyers for the existing units. There wasn't even enough interest to keep one of the units running. For good or bad, no credible power entity wants to buy coal-fired power, due to changing political and market environments. It is said that insanity is doing the same thing over and over again and expecting different results. Implementation of SB 161 will be a confirming exercise of that adage, as it requires IPA and the State to again go through this process, with the potential additional cost of millions of dollars to the participants. Why subject the State and IPA participants to these unnecessary costs, when the inevitable outcome has already been established? IPA perceived and understood the market changes and proceeded with IPP Renewed in order to provide the market with an acceptable substitute.

For Oak City, each million dollars of IPA expense translates to over \$40,000. Consider the millions of dollars of potential costs to the State and to IPA to study and litigate. Our cost share of that amount becomes devastating to us. It will force our electric rates much higher and will compel us to defer any significant capital improvements of our system for years. This does not sound like the stated purpose of SB 161 to provide Energy Security for Utah. All of this is avoidable if SB 161 is blocked.

We thank you for your attention and consideration of this request to veto SB 161 6th Substitute. We hope you understand the very real consequences that we would face, as well as the other Utah municipal entities of IPA. If needed, we are available for further discussion with you regarding our concerns. Energy security and independence is a great goal for our state, but SB 161 is not a path towards that, instead it creates a costly boondoggle that is best to be avoided.

Sincerely,


Shim Callister, Oak City Mayor


David Steele, Council Member
Power Dept. Manager