

EXECUTIVE ORDER No. 2017-1

DESIGNATION, AUTHORIZATION AND DEPUTIZATION OF PERSONS TO EXECUTE CONTRACTS AND SIGN DEEDS ON BEHALF OF SALT LAKE COUNTY

WHEREAS, Section 17-53-316 of the Utah Code grants authority to the Salt Lake County Mayor, as County Executive, to issue executive orders to establish and implement an executive policy and practice;

WHEREAS, the Salt Lake County Mayor, as County Executive, is charged with the duty of executing all contracts for and on behalf of Salt Lake County, unless otherwise provided by statute, and to sign on behalf of the County all deeds that convey real property owned by Salt Lake County pursuant to Section 17-53-302 of the Utah Code and the Optional Plan for Salt Lake County Government;

WHEREAS, because of the volume of contracts and deeds the Salt Lake County Mayor is required to execute, it is in the best interest of the County for the Salt Lake County Mayor to designate, authorize and deputize other individuals to also execute contracts and sign deeds in his stead;

WHEREAS, because of the volume of contract amendments for the purpose of time extensions for various County Flood Control and Engineering contracts with the State of Utah that the Salt Lake County Mayor is required to execute, it is in the best interest of the County for the Salt Lake County Mayor to designate, authorize, and deputize other individuals to also execute contract amendments for this limited purpose in his stead;

WHEREAS, a majority of the interests in real property acquired by Salt Lake County using designated funds for Specific Capital Construction Projects are valued at less than Twenty-Five Thousand Dollars (\$25,000.00) and because of the volume of contracts required to execute to acquire real property interests using such funds, it is in the best interest of the County for the Salt Lake County Mayor to designate, authorize, and deputize other individuals to also execute contracts in his stead when the amount paid for the acquisition of a real property interest is Twenty-Five Thousand Dollars (\$25,000.00) or less;

WHEREAS, because of the volume of contracts the Salt Lake County Mayor is required to execute of on behalf of its Clark Planetarium and the Center for the Arts, it is in the best interest of the County for the Salt Lake County Mayor to designate, authorize and deputize other individuals to also execute contracts in his stead;

WHEREAS, because of the volume of rental and owner-occupied housing rehabilitation loan and grant agreements, requiring the signature of the Salt Lake County Mayor, it is in the best interest of the County for the Salt Lake County Mayor to designate, authorize, and deputize other individuals to also execute contracts in his stead.

NOW, THEREFORE, I, Ben McAdams, Mayor of Salt Lake County, State of Utah, pursuant to the powers vested in me by the laws of the State of Utah, do hereby order the following:

1. That Kimberly Barnett as Associate Deputy Mayor of Salt Lake County, Karen Hale as Associate Chief Administrative Officer of Salt Lake County, Darrin Casper as the Chief Financial Officer of Salt Lake County, Erin Litvack as the Director of Community Services, Sarah Brenna as the Director of Administrative Services, and Rick Graham as the Director of the Office of Township Services, are hereby designated, authorized and deputized to execute bonds and other evidence of indebtedness, contracts and other documents including deeds of conveyance or pursuant to statute requiring the signature of the Salt Lake County Mayor.
2. That Jason Yocom as Director of the Division of Contracts and Procurement is the Purchasing Agent for Salt Lake County and has signing authority for contracts and purchase orders up to one hundred thousand dollars (\$100,000.00) per transaction.
3. That Scott Baird as the Acting Director of Public Works and as the Division Director of Flood Control and Engineering of Salt Lake County are hereby designated, authorized and deputized to execute contract amendments solely for the purpose of granting time extensions in State of Utah contracts with the Salt Lake County Flood Control Engineering Division or Townships Engineering Division.
4. That Scott Baird as the Acting Director of Public Works and as the Division Director of Flood Control and Engineering of Salt Lake County and Martin Jensen as the Division Director for Parks and Recreation are hereby designated, authorized and deputized to execute contracts to acquire any interest in real property on behalf of Salt Lake County for Specific Capital Construction Projects using designated funds if the amount paid for the real property interest is no more than Fifteen Thousand Dollars (\$15,000.00).
5. Martin Jensen as the Division Director for Parks and Recreation is hereby designated, authorized and deputized to execute the following types of contracts, provided they are approved as to form by the attorney: Recreation facility and equipment rental agreements, recreation facility license agreements, and recreational program agreements. Further, Mr. Jensen may delegate this authority to associate division directors, facility managers, and program managers provided such delegation of authority is in writing and indicates such designee by name and title.
6. That Seth Jarvis as the Director of Clark Planetarium, Lindsie Smith as Associate Director of Clark Planetarium and Anna Marie Tueller as Fiscal Manager of Clark Planetarium are hereby designated, authorized and deputized to execute film license, rental, catering, productions sales, distributor/productions sales, Advertising/Marketing Services, Grant Applications and Education Consulting and Outreach contracts

requiring the signature of the Salt Lake County Mayor for the Salt Lake County venue; Clark Planetarium.

7. That Carlton Christensen as Director of the Office of Regional Development, is hereby designated, authorized and deputized to execute rental and owner-occupied housing rehabilitation loan and grant agreements, requiring the signature of the Salt Lake County Mayor.
8. That Philip Jordan as Division Director of Center for the Arts, Melinda Cavallaro as Associate Director of Center for the Arts, Scott Butters as Associate Division Director of Center for the Arts, are hereby designated, authorized and deputized to execute rental, merchandise and ticketing contracts requiring the signature of the Salt Lake County Mayor for the following Salt Lake County venues; Abravanel Hall, Capitol Theatre, Rose Wagner Performing Arts Center and the George S. and Dolores Dore' Eccles Theater.
9. Paul Leggett as the Interim Division Director for Aging and Adult Services is hereby designated, authorized, and deputized to execute rental agreements for the senior centers owned and operated by Salt Lake County. Further, Mr. Leggett may delegate this authority to associate division directors and center managers, provided such delegation of authority is in writing and indicates such designee by name and title.


This Executive Order is effective upon execution and supersedes all prior Executive Orders on this issue.

SIGNED and APPROVED this 9th of January, 2017.

SALT LAKE COUNTY MAYOR

By: 
Ben McAdams

Approved As To Form:



Ralph Chamness, Chief Deputy District Attorney

Date: January 6, 2017