

EXECUTIVE ORDER No. 2019-7

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 her 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 her 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 her stead when the amount paid for the acquisition of a real property interest using designated funds for Specific Capital Construction Projects 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 her 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 her stead.

NOW, THEREFORE, I, Jennifer Wilson, 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 Darrin Casper as the Deputy Mayor of Finance and Administration, Catherine Kanter as Deputy Mayor of Regional Operations, Erin Litvack as Deputy Mayor of County Services, Kimberly Barnett as Associate Deputy Mayor of Salt Lake County, Dina Blaes as Associate Deputy Mayor of Salt Lake County, and Mike Reberg as Associate Deputy Mayor of Salt Lake County 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 Director of Public Works is 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 Director of Public Works 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 Twenty-Five Thousand Dollars (\$25,000.00).
5. That 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 and facility 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, Durand Johnson 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 Sarah Pearce as Division Director of Center for the Arts, Melinda Cavallaro as Associate Director of Center for the Arts, Scott Butters as Associate Director of Center for the Arts, Angela Vanderwell as Associate 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, Janet Quinney Lawson Capitol Theatre, Rose Wagner Performing Arts Center and the George S. and Dolores Doré Eccles Theater.
8. That Paul Leggett as the 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 and may also execute Presenter Agreements for events held at those centers. Further, Mr. Leggett may delegate this authority to associate division directors and center managers employed by the County, provided such delegation of authority is in writing and indicates such designee by name and title.
9. The Salt Lake County Real Estate Manager, Derrick L. Sorensen, is hereby designated, authorized, and deputized for the limited purpose of executing closing documents, including settlement statements, escrow instructions, and disclosure forms, on behalf of Salt Lake County at any closing where the County is authorized to acquire or sell real property. Further, Mr. Sorensen is also hereby designated, authorized, and deputized for the limited purpose of executing 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 \$10,000.00, provided that the department and division head responsible for the Specific Capital Construction Project has given direction in writing to the Salt Lake County Real Estate Manager acquire the real property for a qualifying amount.
10. That Rory Payne as the Division Director of Facilities Management is hereby designated, authorized, and deputized to execute utility agreements and permitting agreements on behalf of Salt Lake County where those agreements are associated with Facility Capital Projects as defined by County policy, and Rocky Mountain Power and Dominion Energy incentive business offer letters and general applications.

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


SIGNED and APPROVED this 4 of April, 2019.

SALT LAKE COUNTY MAYOR

By: 

Jennifer Wilson

Approved As To Form:



Ralph Chamness
Chief Deputy District Attorney
Date: April 2, 2019