



Salt Lake County
records management
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**Salt Lake County (Utah). County Council
Councilman Russell Skousen's Administrative Records,
2001-2004**

Series # CO-003

Processed by: K. Krattley
Date Completed: 2006

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Overview of Records

Creator:	County Council
Title:	Councilman Russell Skousen's Administrative Records
Dates:	2001-2004
Series Number:	CO-003
Quantity:	6 cubic ft.
Arrangement:	Alphabetical by topic.
Abstract:	This series includes the administrative records of Councilman Russell Skousen.

Administrative Information

Access Restrictions:	This series may contain restricted information. Staff must review before allowing any access to this series.
Use Restrictions:	None
Preferred Citation:	Box number, Folder number; Councilman Russell Skousen's Administrative Records; Salt Lake County Council; Salt Lake County Records Management & Archives, West Valley City, Utah.
Provenance:	Transferred to the Records Center by Councilman's administrative staff, 2005.
Related Records:	

History Note

Prior to 2001, the County Commission (comprised of 3 commissioners) served as the governing body that organized and maintained county services and that managed all county business and property.

In January of 2001, a new form of government, including a mayor and council, replaced the commission. This new legislative body has a nine-member Council with three council members elected at-large and six elected by district. Council members from districts are elected for four-year staggered terms in partisan elections. At-large council terms are six years. Council members are paid (as of 2005) \$28,150 per year plus benefits. Council districts are reapportioned after each census.

The legislative Council's authority includes:

- The power to consider and adopt ordinances, rules, and regulations.
- Consider and adopt an administrative code, policies, and procedures.
- Adopt rules governing the activities, meetings, and organization of the Council.
- Establish and adopt a budget, set and levy taxes, and establish fees.
- Fix the salaries of county officers and employees.
- Supervise internal audits and investigations.
- Conduct quasi-judicial hearings including serving as the Board of Equalization and final board of review regarding planning and zoning.
- Advise and consent to appointments by the executive branch.
- Override vetoes of the Executive by two-thirds vote.
- Supervise the conduct of county officers in accordance with state statute.
- Reapportion districts after each census.
- Divide the County into precincts and other districts as provided by law.
- Fill vacancies.
- Grant franchises.
- Provide for the development of County resources.
- Perform other legislative acts.

Scope and Content Note

This series includes the administrative records of Councilman Russell Skousen. Administrative records include: working documents and other supporting documentation used by the councilman to conduct the business of the County, general correspondence, and constituent correspondence. Box S-6 (one cubic ft.) contains records related to the Millcreek Canyon Dog Leash Law.

This finding aid is preliminary, and serves as a general series description until staff can fully process this series.

Salt Lake County (Utah). County Council. Councilman Russell Skousen's Administrative Records.
Series #CO-003

Container List

Box Folder

Finding Aid said there was a container list attached, but I didn't see it

Salt Lake County (Utah). Agency Name. Title. Series #XXXX

Container List

Box Folder