Salt Lake County
Fleet Management
Board Meeting

MINUTES #2	Date: June 17, 2026	Time: 3:00 pm	Anchor Location: Fleet Management Conference Rm 7125 S 600 W Midvale, UT 84047
	Adjourn Time:		
Salt Lake County Ordinance 2.40 – Fleet Management Board Salt Lake Countywide Policy 1350: Vehicle Policy			Email jljones@saltlakecounty.gov to join electronically

MEETING CALLED BY	Scott Baird, Chair Salt Lake County Fleet Management Board
TYPE OF MEETING	Salt Lake County Fleet Management Board
MINUTES TAKE BY	Jenny Jones
FLEET BOARD CHAIR	Scott Baird

			In Attendance
FLEET BOARD VOTING MEMBERS	Scott Baird	Vehicle Using Representative, Chair	x
	Greg Folta	Mayor's Fiscal Staff Representative	
	Sheila Srivastava	Treasurer's Office Representative	
	David Delquadro	Council Staff Representative	x
	Kari Huth	Sheriff's Office Representative	x
	Chris Stavros	Vehicle Using Representative	x
	Brad Park	Vehicle Using Representative	x
	Elizabeth Bayler	Vehicle Using Representative	x
	Caid Kroeger	Public Representative	
	ALTERNATES		
	Tyler Andrus	Vehicle Using Alternate	x
	Brad Townley	Treasurer's Office Alternate	
	Catherine Kanter	Vehicle Using Alternate	
	Arlyn Bradshaw	Mayor's Fiscal Staff Alternate	x
	Jason Ackerman	Sheriff's Office Alternate	x
	Mitch Park	Council Staff Alternate	x
	Chris Donoghue	Vehicle Using Alternate	x
	Glenn Ingersoll	Vehicle Using Alternate	
EX OFFICIO, NON-VOTING MEMBER	Tim Bodily	Risk Management Representative	x
FLEET STAFF	Ben Roueche	Division Director	x
	Todd Heitman	Associate Director	x
	Thomas Steffey	Fiscal Manager	x
	Doreen Erznoznik	Asset Manager	x
	Jenny Jones	Coordinator	x
	David Pena	Legal Council	
GUESTS	Brenda Nelson, Devon Shaughnessy, Kaylene Eldridge, Bart Allen, Jared Steffey		

AGENDA ITEM #1	WELCOME AND INTRODUCTIONS	SCOTT BAIRD
	Welcome to Brenda Nelson from the Auditor's office, Kaylee Eldridge from Mayor's Finance, and Bart Allen and Devon Shaughnessy from the Salt Palace.	
AGENDA ITEM #2	APPROVEL OF MINUTES FROM SEPTEMBER 12, 2025	SCOTT BAIRD

MOTION	Brad Park	SECOND Chris Stavros	
NOTES	Scott Baird requested to change the spelling of David Pena's name in agenda item #5. With the change, a motion was made by Brad Park and seconded by Chris Stavros. The motion passed unanimously showing that all board members present voted "aye".		
AGENDA ITEM #3	PUBLIC COMMENTS		SCOTT BAIRD
NOTES	No public comments		
AGENDA ITEM #4	REMOVE VEHICLE FROM SURVEYOR'S OFFICE		BRAD PARK
MOTION	Dave Delquadro	SECOND	Chris Stavros
NOTES	The board discussed a request from the Surveyor's Office (Brad Park) to remove an underused vehicle from its fleet. The vehicle is a 2017 model with only about 19,000 miles and has become more costly to maintain than it is worth to keep, especially since the office has another vehicle that meets its needs. A motion was made by Dave Delquadro and seconded by Chris Stavros to have this allocation removed. The motion passed unanimously showing that all board members present voted "aye".		
AGENDA ITEM #5	SALT PALACE VEHICLE ALLOCATION REQUEST FOR A BOX TRUCK		KAYLENE ELDRIDGE
MOTION	Kari Huth	SECOND	Brad Park
NOTES	The Salt Palace requested approval to purchase a box truck. A budget of $125,000 for the vehicle had aready been approved in the 2026 budget, but the current quote came in at approximately $131,000. To cover the difference, staff proposed a $15,000 budget adjustment. Bart Allen explained that the truck would be used for both the Salt Palace and Mountain America facilities. Due to increased activity between the two locaitons, the organization has been renting a box truck, costing approzimately $30,000-$40,000 annually. Purchasing a truck is expected to be more cost-effective and will support increased equipment transportaton needs, especially during facility closures and warehouse operations. Board members clarified that the main budget for the vehicle had aready been approved and that the current request was only for the additional funding adjustment. A motion was made by Kari Huth and seconded by Brad Park to approve the cost increase. The motion passed unanimously showing that all board members present voted "aye".		
AGENDA ITEM #6	MOTOR POOL SURVEY RESULTS		THOMAS STEFFEY
MOTION		SECOND	
NOTES	The Fleet Board is moving to dissolve the motor pool following a survey showing that only one out of 18 fiscal staff members said their division would use it in an emergency. To replace the motor pool, the Board approved utilizing on demand rideshare services like Uber and Lyft, noting that a State contract with Uber is already in place. The board asked Ben Roueche and the Fleet Staff to draft a comprehensive vehicle liquidation and disposal proposal, along with updated policy language for rideshare and vehicle rentals. The official vote to dissolve the motor pool will be a formal action item on the agenda for the next Fleet Board Meeting.		
AGENDA ITEM #7	POLICY REVIEW COMMITTEE UPDATE		BEN ROUECHE
MOTION		SECOND	

NOTES	The committee continues to review Vehicle Policy 1350 breaking it up into sections that need revisions. The group will meet again in mid-July and plan on meeting monthly. Additionally, the information discussed about the motor pool will be incorporated into the relevant policy section and addressed at the next meeting. Scott Baird expressed appreciation of Tim Bodily's involvement, noting that the risk management portions of the policy are among the most complex and important to resolve in order to create a stronger policy for employees and divisions.		
AGENDA ITEM #7	FLEET DIRECTOR'S REPORT		BEN ROUECHE
MOTION		SECOND	
NOTES	Fleet operations are progressing well despite the loss of a few employees due to retirements and job changes. Open positions are being filled, and the department has expanded its apprenticeship program to 3 apprentices, which is expected to strengthen staffing in the future. Some of the fleet team attended the Government Fleet Expo & Conference in Long Beach, CA where they received recognition as one of the Top Government Fleets. Salt Lake County Fleet Management was ranked within the 21-50 category of government fleets nationwide, an award sponsored by Ford Pro, APWA, and Government Fleet Magazine. Unlike the broader 100 Best Fleets program which includes both public and private fleets, this recognition is limited to government fleets, making it a more direct comparison with peer agencies.		
AGENDA ITEM #7	SELECT NEXT FLEET BOARD MEETING DATE AND TIME		SCOTT BAIRD
DATE	Wednesday, September 16, 2026	TIME 2:00 PM	
NOTES			
ADJOURN TIME			3:39 PM

Minutes are available on the Fleet Management Division website https://www.saltlakecounty.gov/fleet/
Or by request to Division HR Coordinator, Jenny Jones at (385) 468-0472