



**CITY COUNCIL TRANSMITTAL**

  
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Rachel Otto, Chief of Staff

**Date Received:** 2/13/2024

**Date Sent to Council:** 2/13/2024

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**TO:** Salt Lake City Council  
Victoria Petro, Chair

**DATE** 2/13/2024

**FROM:** Rachel Otto, Chief of Staff  
Office of the Mayor

**SUBJECT:** Board Re-Appointment Recommendation: Business Advisory Board

**STAFF CONTACT:** April Patterson  
April.Patterson@slcgov.com

**DOCUMENT TYPE:** Board Re-Appointment Recommendation: Business Advisory Board

**RECOMMENDATION:** The Administration recommends the Council consider the recommendation in the attached letter from the Mayor and appoint Jeff Carleton member of the Business Advisory Board.



February 13, 2024

Salt Lake City Council  
451 S State Street Room 304  
PO Box 145476  
Salt Lake City, UT 84114

Dear Council Member Petro,

Listed below is my recommendation for the membership re-appointment for the Business Advisory Board.

Jeff Carleton to be re-appointed for a four year term starting from date of City Council advice and consent and ending on Monday, December 25, 2028.

I respectfully ask for your consideration and support for this appointment.

Respectfully,

A handwritten signature in black ink, appearing to read "Erin Mendenhall".

Erin Mendenhall, Mayor

cc: file