

SALT LAKE COUNTY

*2001 So. State Street
Salt Lake City, UT 84114*



Meeting Minutes

Friday, June 9, 2023

1:00 PM

RM N2-800

TRCC - Tourism Recreation Cultural and Convention

Upon request and with three working days' notice, Salt Lake County will provide free auxiliary aids and services to qualified individuals (including sign language interpreters, alternative formats, etc.). For assistance, please call (385) 468-7500 – TTY 711.

Members of the Board May Participate Electronically. The Public May Attend. Meetings May Be Closed For Reasons Allowed By Statute. Motions Relating to Any of the Items Listed Below, Including Final Action, May Be Taken.

1. Call to Order

Chair Mayor Kristie Overson
Vice Chair Councilmember Tawnee McCay
Board Member Colby Hill (Absent)
Board Member Kim Sorensen
Board Member Miranda Barnard
Board Member Mayor Erin Mendenhall (Absent)
Board Member Mayor Lorin Palmer
Board Member Mayor Monica Zoltanski
Board Member Mayor Robert Dahle

Board Chair Mayor Overson called the meeting to order.

2. Public Comment

Mr. Steve Van Maren commented that the virtual meeting link was not posted. However, he was able to obtain the link from the Council's Office and appreciated the opportunity to attend the meeting.

3. Approval of Minutes

3.1 Approval of the September 16, 2022 TRCC Advisory Board Meeting Minutes

[23-0605](#)

Attachments: [091622 TRCC Minutes](#)

A motion to approve the minutes was made by Board Member Mayor Rob Dahle, seconded by Board Member Tawnee McCay. The motion passed unanimously.

3.2 Approval of the October 3, 2022 TRCC Advisory Board Meeting Minutes [23-0606](#)

Attachments: [100322 TRCC Minutes](#)

A motion to approve the minutes was made by Board Member Mayor Rob Dahle, seconded by Board Member Tawnee McCay. The motion passed unanimously.

3.3 Approval of the October 7, 2022 TRCC Advisory Board Meeting Minutes [23-0607](#)

Attachments: [100722 TRCC Minutes](#)

A motion to approve the minutes was made by Board Member Mayor Rob Dahle, seconded by Board Member Tawnee McCay. The motion passed unanimously.

3.4 Approval of the April 28, 2023 TRCC Advisory Board Meeting Minutes [23-0608](#)

Attachments: [042823 TRCC Minutes](#)

A motion was made by Board Member Mayor Rob Dahle, seconded by Board Member Tawnee McCay, that this agenda item be approved with an amendment that Board Member Mayor Mendenhall being removed as an attendee. The motion carried by a unanimous vote.

4. Discussion Items

4.1 Welcome and Introduction [23-0609](#)

Presenter: TRCC Board
Informational

Ms. Robin Chalhoub, Director, Community Services Department, informed the Board that Ms. Hannah Gorski, Council Administrative and Communications Coordinator, has moved on to a new opportunity. Ms. Hoa Nguyen, Council Budget and Policy Analyst, will take charge of running the meeting in her place. The Council has hired Ms. Lauren Duke as Ms. Gorski's replacement, a veteran County employee from the Criminal Justice Services Division. The Board should watch for Lauren's email communications as the TRCC program goes through the 2023 application cycle.

4.2 Election of Board Chair and Vice-Chair

[23-0610](#)

Presenter: TRCC Board (Approx. 10 mins)
Discussion/Direction

Chair Mayor Overson stated that she has been the Chair for a year and opened nominations for the new TRCC Board Chair.

Board Member Councilmember McCay nominated Board Member Mayor Overson to remain as the Chair.

Board Member Mayor Zoltanski seconded the motion.

Board Member Mayor Overson accepted the nomination.

The motion passed unanimously.

Chair Mayor Overson opened nominations for Vice Chair.

Board Member Mayor Zoltanski nominated Board Member Councilmember McCay to continue as Vice Chair.

Board Member Mayor Dahle seconded the motion.

Board Member Councilmember McCay accepted the nomination.

4.3 Presentation of Long Range Plan

[23-0611](#)

Attachments: [2023 LRP - 181 TRCC Fund - June](#)

Presenter: Darrin Casper, Deputy Mayor of Finance & Administration (Approx. 10 mins)

Informational

Chair Mayor Overson thanked Mr. Brad Kendrick, Associate Budget Administrator, for stepping in for Darrin Casper, Salt Lake County Deputy Mayor of Finance and Administration.

Mr. Kendrick presented an overview of the TRCC Fund for 2022, highlighting the actuals versus projections. The projected beginning fund balance for 2023 was \$34.1M, but the actual beginning balance came in at \$32.3M due to expenditure timing.

In the revenue section, the 2022 Actuals showed an excess of about \$3.3M compared to projections, largely attributed to a distribution from Eccles and transportation funding for Parley's Trail. Additionally, tax revenue came in approximately \$552,000 higher than expected.

Regarding the Interlocal Agreements and Contributions, there was a reduction of about \$4.1M due to two contributions budgeted in 2022 that were expected to extend to 2023, but they were able to be encumbered in 2022. Murray City - Theater renovation was \$3,636,500 and West Jordan - Urban Fishery was \$500,000. These shifts did not affect 2023; they were only the allocation of funds.

The true-up for capital projects also differed from the original estimates. Capital projects were expected to carry over to 2023 at \$7.4M but actually carried over at \$6.4M.

Moving on to the 2023 budgets, Mr. Kendrick clarified that most of the June adjustments were technical, with only a few new requests. Among technical adjustments, about \$4.2M was reduced in the Contributions section due to expenditure timing, which he explained earlier. An additional \$25,000 was reduced from the 2023 contribution budgets due to Discovery Gateway canceling its facility upgrade project. Furthermore, capital project true-ups shifted about \$1.2M to 2022.

For new revenues and expenditures, Mr. Kendrick detailed various items contributing to the Trail and Park Projects' net increase of about \$220,000 in the fund balance.

- \$2,920,000 new revenue and expenses from Utah Salt Lake Canal Trail Segment 6 Interlocal Agreements.
- \$100,000 new revenue and expenses from the Parley's Trail State Grant (900 W to Jordan River).
- \$90,895 new revenue and expenses resulting from additional funding for the Canyon Rim Playground through an Interlocal Agreement with Millcreek City.

- \$490,000 new revenue and expenses from Butterfield Trails Phase 1 Donation, Grant & Additional Funding.
- \$220,473 new revenue due to a transfer in from Equestrian Park Vehicle Replacement funds. Mr. Kendrick clarified that the Fleet Management fund previously held vehicle replacement funds while the County owned the Equestrian Park. Subsequent to the sale of the Equestrian Park, the funds were returned to the TRCC Fund.

He also mentioned that Sales Tax projection increased by about \$1.5M, and interest earnings rose by approximately \$0.4M, noting that interest earnings were not projected in the past, but they are now significant due to recent interest rate hikes.

Regarding the June 2023 budget, a new request for \$1M was made for the South Jordan Recreation Center swim lane expansion, to be discussed separately on the agenda.

Mr. Kendrick concluded that 2023 ending fund balance is projected to increase by about \$4.7M from the Adopted Budget of \$7.4M to \$12.1M after the June Adjusted Budget.

Board Member Councilmember McKay inquired about the portion of the \$97M total beginning balance that constituted project revenues.

Mr. Kendrick clarified that lines 1-4 and 1-7 in the revenue section represented project revenues, totaling approximately \$4.6M.

4.4 Mayor's Recommendations

[23-0612](#)

Presenter: Darrin Casper, Deputy Mayor of Finance & Administration (Approx. 10 mins)
Informational

Mr. Brad Kendrick, Associate Budget Administrator, explained that the Mayor's recommendation was included in the Long Range Plan presented in item 4.3. The major request of \$1M will be presented separately in item 4.5.

4.5 Consideration of Providing \$1M of TRCC Funds for the Purpose of Expanding Swimming Lanes at the South Jordan Recreation Center. [23-0613](#)

Attachments: [Staff Report](#)

Presenter: Dave Delquadro, Council Fiscal Manager and Martin Jensen, Division Director, Parks & Recreation (Approx. 10 mins)

Discussion/Direction

Mr. Dave Delquadro, Fiscal Manager, Council, presented the funding request on behalf of Salt Lake County Council, seeking an allocation of \$1M. The request is supported by the Mayor based on the Mid-year budget presentation on June 6th.

The request aims to fulfill the County's commitment to provide swim lanes for swim club members at the South Jordan Recreation Center following the closure of Marv Jensen Center. Originally estimated at \$15M, through value engineering and collaborative efforts, the estimate has been reduced to approximately \$9M. The County has already allocated \$5.4M from the General Fund, derived from the sales of the Marv Jensen Center and the Mink Farm in South Jordan. This project is a joint effort involving Salt Lake County, South Jordan City, and Jordan School District. Further financial details were presented by Mr. Martin Jensen from the Community Services Department.

Mr. Delquadro read a portion of the letter from South Jordan City, which was signed by Mr. Dustin Lewis, South Jordan Deputy City Manager, on June 9, 2023. "The City is willing to suspend our current efforts to submit for 2024 TRCC funding at this time. This will enable the County to allocate those TRCC funds to bridge the remaining funding gap for the pool."

Mr. Martin Jensen, Division Director, Parks & Recreation, provided a comprehensive overview of the proposed pool expansion project. The South Jordan Recreation Center, located on Redwood Road, currently has two lap lanes and a leisure pool. The planned expansion, located just outside the existing pool, will accommodate seven lanes.

He presented architectural designs by Nexus, a leading firm specializing in recreational facilities, illustrating how the expansion will connect to the existing building and meet all required health and safety codes.

Mr. Jensen presented the funding summary for the pool expansion, which amounts to a total of \$9,429,299.

- \$3,000,000 - Salt Lake County from sale of Marv Jensen Rec Property on Redwood Road. March, 2020
- \$2,429,299 - Salt Lake County Council-earmark from sale of Mink Farm property

adjacent to Bastian Agricultural Center in South Jordan. March 29, 2022

- \$1,000,000 - South Jordan City Commitment 2020
- \$2,000,000 - Jordan School District Commitment 2023
- \$1,000,000 - Salt Lake County Proposed TRCC additional Funding June 7, 2023

Mr. Jensen provided estimates for construction, inflation, and soft costs, amounting to a total of \$9,334,550. He emphasized that these are estimates, and while the soft costs are firm, construction costs may vary based on bids.

Board members engaged in a thorough discussion of the project, seeking clarifications on funding allocation, potential benefits, and its impact on TRCC applications. They expressed support for the project, recognizing its significance to the community and the unanimous vote of the County Council to pursue this additional funding from the TRCC Board. The exceptional circumstances surrounding the request were acknowledged, and the Board appreciated the ability to make a quick decision when necessary. However, it also stressed the importance of maintaining a transparent process for all future TRCC funding requests.

Chair Mayor Overson confirmed that if the Board approves this funding request, in addition to the two existing projects from South Jordan, it will preclude South Jordan from consideration in the TRCC application pool that the Board will evaluate in August.

Salt Lake County Councilman Dave Alvord expressed his appreciation to the Board for considering the project and inquired about the funds' utilization in case of under-expend.

Mr. Delquadro clarified that any under-expend will revert back to the TRCC funds.

Board Member Mayor Zoltanski made a motion to approve the funding request, seconded by Board Member Councilmember Tawnee McCay. The motion passed unanimously.

4.6 TRCC Application Review Process

[23-0614](#)

Presenter: Robin Chalhoub, Director of Community Services (Approx. 10 mins)
Informational

Ms. Robin Chalhoub, Community Services, Director, informed the Board that the application process will close on June 16th. Although there are fewer applications compared to last year, a potential increase is expected in the following week. The internal review process involves various teams, including the District Attorney's Office, Arts and Culture staff, the tourism and conventions team, and Parks and Recreation staff. The Board will receive a consolidated spreadsheet of meaningful application information and more in-depth analysis by the end of July. The presentations are anticipated to begin between mid-August to late August, with each presentation allotted approximately 5 minutes.

Meetings for the presentations will be scheduled at 1:00 pm every Friday until completed. The Board discussed the attendance requirements specified in the TRCC Bylaws.

Chair Mayor Overson stated that she will coordinate with Ms. Chalhoub and send a letter to all Board members in the coming weeks, providing them with the timeline for the upcoming cycle. This will enable Board members to assess their availability and, if necessary, notify the Board in advance for potential replacements.

4.7 **Open Meeting Training**

[23-0615](#)

Presenter: Craig Wangsgard, Attorney (Approx. 10 mins)
Informational

SLCo Deputy District Attorney Craig Wangsgard explained the Open and Public Meetings Act is designed to have the board conduct actions and deliberations openly. It defines a meeting as the convening of a public body with a quorum present in person or electronically for the purpose of conducting the business of the board and allows open actions and deliberations with public witness.

Mr. Wangsgard further explained that the purpose of the act is based on the idea that the entity is advising how to spend the public's money and allowing the public to witness it. This does allow for electronic meetings with the same notice requirements applied. The public can attend in person or remotely and the entity must have an anchor location except for some circumstances like the pandemic. This must be submitted in writing by the Chair and the determination expires 30 days after the chair makes that determination.

Mr. Wangsgard stated the act outlines public meetings requirements. Notices and public information must be included on the notice, including how the public can view the meeting and make comments. The act requires the notice to be published online and posted at a physical location. He furthered explained meetings can be closed for certain aspects outlined in policy and a vote cannot be held in closed session. To close a meeting, two-thirds of the body must vote in support and a quorum must be present. Allowable reasons to close a meeting are at Utah Code annotated 524205. The act also outlines public notice of the meeting must be announced 24 hours prior to the meeting and include date, time, and place. The notice must include an agenda, and once a year, the entity must release an annual meeting schedule.

Mr. Wangsgard explained emergency meetings can be held if an attempt to notify all members occurs and a majority approves holding the meeting. The board must do their best to give notice. Mr. Wangsgard explained open meeting minutes are to be made available to the public within three business days. Pending minutes are to be made available to the public within a reasonable time and identified as unapproved. Closed meeting minutes need to record who is present and absent. The meeting does not have to be recorded when discussing the character or health of an individual, or security matters. Closed meetings should only have present people who are necessary to discuss the matter.

Mr. Wangsgard concluded his presentation by explaining violations of the Open Meetings Act can be a Class B Misdemeanor. If a mistake is made that violated the act, the Board can acknowledge the mistake and ratify the prior action.

5. Other Committee Business

The Board discussed the timing of upcoming meetings. There were a few suggestions for Friday morning. However, Friday morning didn't align with the availability of all members. As a result, the Board agreed to maintain the current start time at 1:00 p.m. every Friday.

6. Adjournment

Chair Mayor Overson adjourned the meeting.