SALT LAKE COUNTY

2001 So. State Street
Salt Lake City, UT 84114

Meeting Minutes

Friday, October 17, 2025

1:00 PM

Room N2-800

TRCC - Tourism, Recreation, Cultural and Convention

1. CALL TO ORDER

Attendance

• Chair Mayor Kristie Overson – Present
• Vice Chair Tawnee McCay – Call - In
• Board Member Kim Sorensen – Call - In
• Board Member Mayor Lorin Palmer – Present
• Board Member Mayor Monica Zoltanski – Present
• Board Member Miranda Barnard – Present
• Board Member Mayor Robert Dahle – Present
• Board Member Eric Barney – Call - In
• Board Member Kerri Nakamura – Present

TRCC Staff

• Robin Chalhoub, SLCo Community Services, Director – Present
• Bobby Sampson, SLCo Community Services Associate Director – Present
• Rod Kitchens, SLCo Director of Budget and Planning - Present
• Erin Litvack, SLCo Deputy Mayor/Chief Administrative Officer – Call-In
• Lori Okino, SLCo Community Services, Fiscal Administrator – Present
• Helen Schroeder, SLCo Civil Attorney, District Attorney's Office - Present
• Craig Wangsgard, SLCo Senior Civil Attorney, District Attorney's Office – Absent
• Matt Castillo, SLCo Arts and Culture, Division Director - Present
• Rod Kitchens, SLCo Director of Budget and Planning - Present
• Darrin Casper SLCo, Deputy Mayor of Finance and Administration CFO – Absent
• Julie Peck-Dabling, Assoc. Div Director, Parks and Rec — Call - In

2. PUBLIC COMMENT

No public comment.

3. APPROVAL OF MINUTES

3.1 Approval of TRCC August 22, 2025, Minutes 25-652

Attachments:
1. 082225 TRCC Minutes

Approved.

3.2 Approval of TRCC September 12, 2025, Minutes 25-674

Attachments:

1. 091225 - TRCC Minutes

Approved.

3.3 Approval of TRCC September 19, 2025, Minutes 25-679

Attachments:
1. 091925 - TRCC Minutes

Approved.

4. DISCUSSION ITEMS

4.1 TRCC Long-Range Plan (LRP) 25-670

Presenter: Rod Kitchens, Mayor's Finance Director Planning & Budget; Lori Okino, Community Services Fiscal Administrator.
(Approx. 1:00PM, 30 Minutes)

Informational

Attachments:
1. 2026 Proposed Budget LRP - 181 TRCC Fund (002)

- Rod Kitchens presented the TRCC Long Range Plan showing 2025 projections of $550,000 more in sales tax revenue than budgeted, while other revenue decreased due to projects being re-budgeted into 2026.
- Rod used a shared Excel sheet to show how the revenue was associated with projects from 2025. Many of these items have been moved to 2026, as they are being particular about not double-counting the revenue for projects, and only budgeting for what has not been spent. The expenses are considered the revenues coming to fund projects, such as grants and transportation funds.
- Rod further explained and answered a question regarding funding of projects for 2025 going into 2026. He stated how expenses and revenue are associated with county projects. When looking at the budget for the upcoming year, they have to re-budget for items that are expected not to be completed in 2025 for the current year.
- Board member Kerri Nakamura asked to repeat her understanding of the question, and said that they have taken the "inter-funding" of one year and put it in the next year, so it shows as the revenue. Rod confirmed that this understanding was correct and that they also include grant-funded projects.
- It was explained per the Excel sheet that for the year 2027, they just have placeholders.
- It was also explained that interest from income also had to be adjusted from 2025 to 2026 with lower rates, with placeholders for 2027.
- In discussing the Excel sheet presented, the "Transfers In and Out," Rod explained for 2026, would be $1.5 million for the Arts and Culture new facility, and this would begin

to come from the operating funds in 2026. In 2027, this cost would be split between operating funds and capital funds. In 2028, it will come from capital funds, so there is more interest.

- Rod explained how the debt service would be coming off the bonds, and they would be "0" for 2026 and beyond.
- Rod presented how there was a change to the "Interlocal Agreements and Contributions" and how there is an addition here for 2026, but that Lori and Robin would discuss this later in the meeting.
- Rod showed that the cultural contributions total is going up in 2026, as well as for the parks and recreation.
- Budget projections indicate a healthy ending fund balance of $15.4 million for 2025 that considers all the changes within the year, which is $4.1 million above the targeted ending balance, with the excess declining over subsequent years but remaining above policy minimums.
- The targeted fund balance is reported at $11.3 million in 2025, and then will decline as it goes from 2026 to 2027.
- It was then asked if there was legislative policy about what the balance had to be, and Rod explained that county policy requires maintaining a fund balance of 5% of ongoing expenditures and ongoing transfers.
- Rod explained that the General Fund is 15% of revenue, plus ongoing transfers. However, some that are lower, with the 5% minimum, such as the TRCC expenses. He also stated that it is state law, and not just county law, that applies to the general fund.
- Board Member Mayor Dahle had questions about the county standards set for the board and requests for spending amounts. Rod explained that the difference is that revenues are volatile, and that standards are set so that, if there are major issues, the funds can be protected.
- Board Member Kerri Nakamura asked about the current amount of TRCC funds and if part of this amount is reserved for a "rainy day fund." She inquired whether the board could request that more of the TRCC fund be spent to address long-standing needs within the county, while still considering the policy minimum.
- Rod stated that although this was not his call, there is money available to spend, while remaining above the target balance.
- Robin Chalhoub responded that more money could be spent, and included that certain things must be considered due to a significant backlog in maintenance, nearly $30 million worth. She went on to explain that Community Service also gets money allocated for similar reasons. She agreed that funds could also be used to assist internal

agencies, but keeping them in reserve is also recommended; she confirmed that the TRCC board can also advise on this.

- Board members discussed the possibility of spending part of the fund balance in excess, since it significantly exceeds the county's 5% policy minimum, with Deputy Mayor Erin Litvak noting funds may be reserved for the Southwest Performing Arts Center to minimize debt service, and having a unique opportunity for debt service to roll off and new debt service to begin in 2027. She also explained that the built-up balance has remained high because they prefer to pay cash for large capital services projects before taking on debt services.
- Interest income projections were adjusted downward for both 2025 and 2026 due to lower current rates.
- Rod included that with debt services zeroing out in 2026. However, it will begin again in 2027 at $3.2 million, which is associated with the new facility.
- Board Member Kerri Nakamura commented on how the board is in a unique situation with the debt services being gone for one year. She expanded on how this could be a one-time opportunity to use the saved money to support more projects.
- Deputy Erin Litvak confirmed that the TRCC board could make this recommendation as an advisory board.
- Board Member Mayor Zoltanski then reassured her understanding was correct, and that there was a $500,000 projection in the tax revenue, which is making the TRCC fund balance healthy.
- Board Member Mayor Dahle restated his understanding that although there is a healthy fund balance, there are other priorities that funding could go to, to be strategic in how they allocate any extra funds.

4.2 2026 Community Services Budget Recommendations 25-675

Presenter: Robin Chalhoub, SLCo Depart. Director of Community Services. (Approx. 1:30PM, 20 Min.)

Discussion - Vote Needed

Attachments:
1. 2026 TRCC Board Presentation 10.17.25 Final

- Robin Chalhoub explained how Community Services would like to spend the money and review new requests. She also acknowledged that her requests are based on the foundations of the Long-Range Plan previously presented.
- Robin reminded the board that Community Services is made up of four distinct divisions. These divisions are Arts and Culture, led by Matt Castillo;

the Clark Planetarium, led by Duke Johnson; the County Library, led by Joey McAmee; and Parks and Rec, led by Chris Otto.

- Robin clarified that the TRCC fund does support capital improvements and maintenance for Arts and Culture, Clark Planetarium, and Parks and Recreation.
- She noted that $9.7 million was allocated across these three divisions, excluding the library.
- Robin informed the board that the TRCC funds that Parks and Rec receives are around 45% of their operational budget, which includes My County Rec pass, registration software, and Open Space.

Long-Range Plan

- Robin explained that an existing contract on the long-range plan is with the Sugar House Park Authority. This agreement doesn't end until 2055.
- This is coming up because there is an increase in utility rates, specifically for sewer and water for the park.
- This was approved for 2025, and they are now requesting approval to pay the continued increase for 2026. Although they are still discussing rates with the city, they have budgeted for "worst scenario projections."
- The second request is not new; it is a reminder of the agreement with the Bastion Agricultural Center. Being in its fourth year of a five-year agreement, the contract will end in December 2026.
- Robin reminded the board that they are entering the last year of their contract.
- The contract is stipulated to be specifically for equestrian use by USU, as the county is committed to the equestrian opportunity for Salt Lake County residents.
- Chair Overson confirmed that this is separate from the TRCC funding that they, as a board, allocate.
- Other projects that have requests that have come from USU regarding the equestrian center are for specific capital projects that the TRCC has awarded (i.e., arenas and trails, and manure).
- Robin clarified the land exchange agreement that had occurred with USU. Salt Lake County gave them the equestrian park with the subsidy, and they gave Salt Lake County the Butterfield Trailhead.

Arts and Culture Operational Requests & Capital Maintenance Projects

- TRCC also contributes to operations and covers capital maintenance and improvements.
- Robin reminded the board that they had also approved TRCC funds last year to support the Larry and Gail Miller Arts Family Art Center.
- Speaking to the slide presented, Robin elaborated on how increases in revenues have supported a number of their new requests.
- Robin explained how a number of their new initiatives have upfront costs in the first year, but then less of an impact in future years. She used the

example of background checks costing around $12,000 the first year, but around $5,000 in future years.
- Robin then expanded on what was on the slide, focusing on the "Centralized Service True-Up," where they averaged the budget between Eccles and Arts and Culture.
- They included personnel true-ups as well as true-ups for inflation expenditure increases, and the background project that requires a background check, versus just a name check.
- She continued to list the requests, which included making improvements to event management software to help event managers, and the request to ask for a Mid-Valley stage manager and Mid-Valley Facility Operations Worker due to the high utilization of the facility.
- Robin then explained the ArtTix Tickets As Fare item. She described how they are partnering with UTA to allow ArtTix for arts and cultural events to be used as a UTA fare on the day of the event.
- This initiative aims to reduce parking costs for patrons, encourage public transportation use, and improve air quality.

- Board member Kerri Nakamura asked how this would be marketed.

- Robin responded that they have a highly functioning marketing team to use social media, and also put it on ArtTix, and other extensive marketing collaborations.
- The last position Robin discussed was the Technical Director of Training and Development. This is to ensure that all technical directors have the right skills to be experts and provide the best service to patrons and users of the facilities.

Arts and Culture Capital Maintenance Projects

- Arts and culture capital maintenance requests totaled approximately $1.5 million that were moved from the operating line to capital maintenance due to timing considerations and system-wide projects. These projects include keypad security, HVAC control recommissioning, security camera upgrades, and facility-specific improvements at Capitol Theater, Mid-Valley, and Rose Wagner.
- Capitol Theater projects include freight elevator replacement, roof repairs, ceiling tile and lighting replacement, and drainage remediation for street-level flooding.

- Mid-Valley requires air intake weather protection, while Rose Wagner needs a black box main theater drape replacement.

Clark Planetarium Funding Requests

- TRCC is used for capital projects at Clark Planetarium. Most of their operations are funded by a mill levy made up of an earned grant and contributed revenue.
- The TRCC staff thanked the board for the previous funds that contributed to many upgrades that contribute to the feel of the location.

- They have requested funding for store display upgrades, additional solar panels, and established an equipment replacement fund.
- Store display upgrades are needed to maintain revenue generation from retail operations serving over 700,000 annual visitors, generating significant wear and tear on facilities.
- Solar panel additions are planned for existing roof installations to expand renewable energy capacity.
- Equipment replacement fund is requested to match other county facilities' ongoing appropriations for technology maintenance. This is incorporated into the long-range plan, as they are requesting ongoing funds for many technology pieces in the building.

Parks and Recreation Budget Consolidation

- Parks and Recreation (Rec) presented a consolidated budget combining previously separate recreation and parks budgets for improved organization, better transparency, and fiscal accountability.
- Parks, Recreation, and Trails contributions totaled $6 million as previously approved by the board.
- Parks and Recreation receives 45% of its operational budget support from TRCC funds along with specific program funding, while also getting funds from ZAP, the general fund, and revenues from fees and grants.
- Robin presented 2 requested items for Parks and Rec for their budget, which are a fee increase and a food service increase to address inflationary pressures, while maintaining an accessible program for the users.
- Robin discussed the budget consolidation for Parks and Rec. Previous asks were segregated into a parks budget and a recreation budget, but they are working to combine the two into one overall budget item.
- This new consolidation will help with transparency and fiscal accountability.
- The next ask was for Sugarhouse Park and the increased sewer rate. It was explained that the parks department maintains and operates the park, so they pay the sewer bill. The ask is to acknowledge the increase and movement of payments from the city and the county to pay for this debt.
- Board Member Kerri Nakamura asked for more information regarding the child care fee increase and how that affects the county in the market.
- Robin explained that the county is significantly below the market.
- The childcare increase is about 20%. However, they are currently at least 50% below the market. With the food increase, it is an increase due to rising food costs.
- Capital maintenance requests totaled approximately $8 million for Parks and Recreation.

- These requests include system-wide projects, such as ADA compliance, parking lots, security cameras, playground repairs, playground resurfacing, mechanical system studies, and overhead.
- In these requests, they are in the facility agreements that they pay 50% of the cost coming from the Sports Complex and Sugarhouse Park. Each of these items was listed on the slide presented to the board. This means 50% from the county and 50% from the city, both of which have been budgeted for in the requested numbers.
- The Sports Complex needs to replace an ammonia viper drive from the electrical room and replace the storage tank.
- The Sugarhouse Park wants to replace the Hidden Grove Bridge guardrail, the culinary water line, and upgrade to irrigation. There is a belief that the upgrade to the culinary line and irrigation will help with sewer rates, and this has been incorporated into the budget, with the city already allocating 50% to them.
- Robin then stated the remainder of the Parks and Rec projects, which include Fairmont, Holladay, Liberty Pool, Northwest Rec, Northwest Community Center, and South Jordan Recreation Center, with repairs including HVACS, boilers, and roofs.
- Board Member Kerri Nakamura inquired if the life of the HVACs lasts the appropriate amount of time.
- Julie Peck-Dabling, Assoc. Div. Director responded by confirming that a lot of the items being replaced are from older facilities, such as the Holladay Lions Club. She also reported that facilities watch items that are under warranty.
- Robin confirmed that the last facility condition assessments were done in 2017 and are planned for 2026 to update long-range capital maintenance planning across all county buildings.
- Robin also stated that they do have a comprehensive view of all the facilities, from drinking fountains to UV lights and broilers that need updates or replacements.
- Lori Okino reminded the board that the $9.7 million they are proposing for 2026 in maintenance requests consists of the most critical projects; however, there is an additional $9.2 million in maintenance requests that are not being considered due to funding.

Open Space Management Position Request

- Robin explained the request for an FTE position meant to manage approximately 10,000 acres of county open space, natural lands, and trails under county responsibility.
- The role would oversee conservation easements, land acquisition, weed mitigation, trail maintenance responsibilities, and stewardship coordination.
- Position funding would utilize a portion of the annual open space allocation already established in the long-range plan, rather than requiring additional budget increases.
- Board Member Mayor Palmer made a motion to approve the 2026 Community Services budget recommendation as presented.

- Board Member Kerri Nakamura seconded the motion.

- The Board approved the community services budget recommendations as presented, sending a positive recommendation to the County Council for the operational and capital maintenance requests totaling approximately $9.7 million.
- This vote was separate from discussions about additional fund balance utilization and represented approval of the standard budget requests.

4.3 2026 TRCC Funding Review and Recommendations 25-653

Presenter: Robin Chalhoub, SLCo Community Services, Dept. Director; Robert Sampson, SLCo Assoc. Director of Community Services.
(Approx. 1:50PM, 10 Minutes)

Discussion - Vote Needed

Attachments:
1. FY2026 TRCC Project Funding Spreadsheet 251017

- The board reviewed their preliminary funding recommendations totaling $6 million that had been developed in previous meetings, covering projects from multiple municipalities.
- Discussion focused on whether additional projects could be funded using excess fund balance while maintaining appropriate reserve levels.
- The board considered both fully funded projects and partially funded projects that could receive additional support.
- Board Member Mayor Zoltanski recommended using the shared list of projects as the "Core Project List" and then proposed spending $2.1 million of the fund balance with TRCC board recommendations to the Council.

- The board discussed spending between $2.1-2.5 million in additional funds while maintaining conservative fiscal management.

- Board Member Mayor Zoltanski briefly explained that using half of the $4.1 million surplus, which is the targeted funded balance, would still leave above the 5% policy recommended level.

- There were questions regarding the $2.1 million, and it was explained that it was from previous carryover from capital projects, and half of the $4.1 million, and the total of $6.7 million.

- It was then explained by the TRCC fiscal staff about the volatile nature of tourism revenues, and the justification for maintaining higher reserves to avoid budget chaos during revenue dips. Specifically mentioned was 2029 and the excess is expected to drop to $3 million.

- Considerations included the one-time opportunity between debt service roll-off and new debt service beginning in 2027.

Holladay City Phase One Funding

- Holladay City's original application included three phases, with phase one costing $935,000 and requiring a 22% local match of approximately $206,000.
- The board calculated additional funding of $205,652 to fully fund phase one while maintaining the appropriate match percentage.
- This represented an increase from their original $524,000 allocated to complete the first phase of their entryway renovation project.
- There was a motion made by Board Member Kerri Nakamura, with Board Member Mayor Palmer as the second, and the motion passed for the additional funding of $205,652.

Salt Lake City Civic Center District

- Salt Lake City withdrew several projects totaling approximately $3 million and requested $1 million for their Civic Center District front yard design phase.
- The board recommended increasing their allocation from $618,200 to $1 million by adding $381,800 from the fund balance.
- This increase would fully fund their design phase, recognize their project readiness, and reduce their overall ask.
- There was a motion made by Board Member Kerri Nakamura, with Board Member Mayor Palmer as the second, and the motion was passed for additional funding of $381,800.

Sandy City Recreation Center

- Sandy City's recreation center project represented one of the largest single requests but had the lowest percentage of total project cost being requested from TRCC funds.

- Board Member Mayor Zoltanski assured the board that Sandy would not apply for additional TRCC funding in future years, making this effectively a two-year allocation consolidated into one request.

- The project would serve regional recreation needs and eliminate Sandy's existing special recreation district tax upon completion.

- There was a motion made by Board Member Kerri Nakamura, with Board Member Mayor Palmer as the second, and the motion passed for the additional funding of $1 million.

Taylorsville City Additional Funding

- Taylorsville was being considered for an additional $250,000 beyond their original allocation to support their project needs.
- This increase was part of the overall fund balance utilization strategy to maximize project completion while maintaining fiscal responsibility.
- There was a motion made by Board Member Kerri Nakamura, with Board Member Mayor Palmer as the second, to pass the additional funding of $250,000.

Total Additional Funding Recommendation

- It was acknowledged that Phase Two is specifically requesting the County Council to consider spending down the excess fund balance for identified projects.
- The board voted and unanimously approved Phase Two recommendation to spend $1,837,452 from the excess fund balance — this allocated additional funds to Holladay City ($205,652), Salt Lake City ($381,800), Taylorsville ($250,000), and Sandy City ($1 million).
- The recommendation represented approximately 27% of the available excess fund balance while maintaining substantial reserves above policy requirements.
- The board then voted separately and unanimously to approve Phase One of the original $6 million funding request.
- This approach allows the County Council to approve the base recommendations independently of the additional fund balance utilization.

5. OTHER COMMITTEE BUSINESS

Next Steps

- The board was advised that the next steps include Mayor Jenny Wilson presenting her budget on Tuesday at 10 AM to the County Council.
- The County Council will review budgets over the following weeks with a potential TRCC board meeting scheduled for November 21st if any issues arise during the review process.
- Public hearings are scheduled for the second week of December with budget approval targeted for January 1, 2026, implementation.
- The next regular TRCC board meeting will be held in March 2026 to review guidelines and prepare for the next grant cycle, with some board member terms expiring and new appointments expected.

ADJOURN