Point of the Mountain State Land Authority Board

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**Virtual Meeting**

**September 8, 2020**

U **MINUTES**

**Members in Attendance:**

Representative Lowry Snow, Co-Chair

Val Hale

Representative Steve Handy

Commissioner David Woolstenhulme

Jim Russell

Mayor Troy Walker

Mayor Dawn Ramsey

Alan Matheson, Director

**Others in Attendance:**

Steve Kellenberg Kellenberg Studio

Erin Talkington RCLCO

Muriel Xochimitl X-Factor Communications

Jacey Skinner Attorney General’s Office

Michelle Larsen UTA

Shule Bishop UTA

Ari Bruening Envision Utah

Ryan Beck Envision Utah

Dana Meier UDOT

LaVarr Webb UtahPolicy.com

Members of the general public

On Tuesday, September 8, 2020 the Point of the Mountain State Land Authority Board held a virtual meeting via Google Meet. The public was also invited to attend via Google link: meet.google.com/ujp-fxsu-wuk or conference call: (US) +1 319-481-3392‬  PIN:

The meeting was called to order at 2:01 pm.

* **WELCOME**

Chair Lowry Snow welcomed the group and expressed appreciation for their support and engagement in this process.

* **APPROVAL OF THE MINUTES OF MARCH 10, 2020**
* **APPROVAL OF THE MINUTES OF MARCH 24, 2020**
* **APPROVAL OF THE MINUTES OF AUGUST 11, 2020**

Chair Snow asked for comments or corrections to the minutes. None were brought forward. He suggested the group could approve minutes individually or collectively.

##  MOTION: Jim Russell moved to approve the minutes of the March 10th, March 24th and August 11, 2020 meetings. The motion was seconded by Rep. Handy and passed unanimously.

* **PUBLIC COMMENT**

Chair Snow opened the meeting for comment and reminded the group that administrative rule limits comments from the public to three minutes each. There were no comments.

* **APPROVE GENERAL DIRECTION FOR THE POMSLA ORGANIZATIONAL STRUCTURE**

Chair Snow explained this agenda item is to assist with narrowing the scope of focus for POMSLA and give direction for the RCLCO team in order to guide organizational planning and budgeting. Erin Talkington recommended a general framework for organizational structure and proposed direction for the group which would include a governance board and an investment committee with the flexibility to take a pro-active role in future decision making. Board members expressed concerns with:

 A diminished role for the board vs investment committee

 The role of working groups within this structure

 The addition of 4-5 FTE’s in the future

 Statute changes needed for the POMSLA board transitioning to a governance board

Chair Snow asked for a motion and explained that the organizational direction provided today could be modified if needed in the future. Director Alan Matheson expressed support for a motion to focus our organizational analysis and provide framework and direction for the board as it plans for staffing and budget.

##  MOTION: Mayor Walker moved that the board approve the general direction for the POMSLA organization structure as described by our consultant, Erin Talkington, subject to reconsideration and modification as the need arises. Mayor Walker added an additional provision that the board maintain a high level of flexibility in designating whether future team members be employees or additional contractors, and explore necessary statutory changes to provide that flexibility. The motion was seconded by Mayor Ramsey.

 **COMMENTS TO THE MOTION**: Rep. Handy expressed concerns with the new structure and requested additional information as recommendations are developed further.

 The motion passed unanimously.

* **APPROVE SELECTION PROCESS FOR PLANNING CONSULTANT AND RFQ**

Steve Kellenberg explained the process for issuing an RFQ for a planning consultant. The plan is to reach out to 20 top planning/urban design consultants around the country as well post the RFQ for full access to the public. The list of applicants will be shortlisted and eventually the top three candidates will move to stage two of the selection process where a larger sub-consultant team and a full fee proposal will be required along with a charrette where the designers can interface with the committee for input. The finalists will then make a final presentation and fee proposal which would allow the committee to make their final recommendation to the board. Since the process is expensive, a stipend of $15,000 will be paid to the two firms not selected in order to offset their costs. The stipend could allow the committee rights to any of the ideas presented during the selection process. The timeline is to issue the RFQ this Friday. DFCM is assisting with this process. DFCM Director Jim Russell clarified this selection process would result in a recommendation to the board with the board approving the recommendation. It was suggested that DFCM work with legal counsel (Jacey Skinner) to ensure the proposal contains sufficient language to include planning rights in exchange for the stipend.

There was a concern as to whether the amount of the stipend was adequate. It was noted that Jim Russell, Alan Matheson and Steven Kellenberg will meet to discuss the deliverables for the charrette in order to give direction for the final three firms and help to control expenses normally used for artwork and additional perspectives.

Chair Snow requested a motion for approving the process for issuing the RFQ for the planning consultants.

##  MOTION: Rep. Handy moved to approve the RFQ process as outlined in our meeting and in the handout received with a stipend between $15,000 to $20,000 for the two unsuccessful applicants. The motion was seconded by Mayor Walker and passed unanimously.

* **COMMUNICATIONS UPDATE**

Muriel Xochimitl with X-Factor reminded the group of the press conference on Monday, September 14th at 9 am at the prison site. This project has now moved into the planning phase and additional communication is needed to interface with the media and the public. The communications group has met with the Salt Lake Tribune Editorial Board and tomorrow will meet with the Deseret News Editorial Board. Additional contacts will be made this week with the four major TV stations for a media release and public unveiling.

As a result of this public outreach, X-Factor anticipates more interest and engagement with the public. Facebook, Twitter, You Tube, Instagram and recently a Linked In account have been secured. Basic Templates have been created for letterhead, powerpoint, and business cards, etc. A state-wide survey for public input (called Make Your Point) and an e-newsletter (called Point of View) will also be created for distribution.

* **APPROVAL OF SOCIAL MEDIA POLICY**

Ms. Xochimitl recommended adopting the social media policy for the board in order to provide relevant information to the public and establish guidance and rules for posting as well as protocols on content creation, monitoring of posts, and moderating of public comments. While X-Factor filters inappropriate language, Ms. Xochimitl recommended that negative comment not be deleted and suggested we allow content that may be a little controversial. Archiving of social media posts could also be a possibility for future historical reference.

##  MOTION: Mayor Walker moved to accept the social media policy as presented by Muriel Xochimitl. The motion was seconded by Mayor Ramsey and passed unanimously.

* **DIRECTOR’S REPORT**

Director Alan Matheson expressed appreciation to the group and reported on his activities. He is reaching out to city councils and legislative leadership as well as transportation committees so they are aware of our activities and we are open with communication. Director Matheson reported that a UTA group is looking at extending transit into the Point of the Mountain area and Utah County. The “common ground” approach will look at extending transit from Draper Frontrunner, through the prison site, into Utah County in order to support economic development opportunities in the region. Appreciation was expressed to the workgroups and their support behind the scenes.

Chair Lowry excused Lt. Governor Cox who was not able to attend the meeting. In addition, Tyler Cain, the Lt. Governor’s Executive Assistant, was recognized for her service in providing administrative support for the board. Cee Cee Niederhauser with DFCM will be taking over that role in the future.

Chair Snow asked if there were any future agenda items. None came forward.

* **ADJOURNMENT**

The Chair asked for a motion to adjourn.

##  MOTION: Mayor Walker moved to adjourn the meeting. The motion was seconded by Rep. Handy and passed unanimously.

The meeting adjourned at 3:36 pm.