



NORTH SALT LAKE CITY

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Barry Edwards
City Manager
Paul Ottoson
Public Works Director/City Engineer

NSL Live Advisory Board Minutes

Tuesday, June 24, 2014

North Salt Lake City Hall

6:00 p.m.

(Final)

Attendees: Camille Thorpe, Matt Jensen, Conrad Jacobson, Stewart Harmon, Steve Aase, Laura Brown, Tayler Clough, Lori Seppi, Nola Lucke, Jon Rueckert, Sally Beyer (minutes)

Topic of Discussion:

- Review NSL Live advisory by-laws
- Recap NSL Live events (June 20-21st)
- Regroup NSL Live events (June 28—July 3rd)
- Updates on NSL Reads, Concerts
- Pricing for Pickleball and Basketball striping
- Status of flag lighting at Hatch Park
- Maps for trails (re: June 17th City Council with P. Ottoson & S. Porter notes, “Completed”)

Minutes:

1. Review NSL Live advisory by-laws.
Steve Aase asked if the Polynesian Festival that was hosted by the City last year was taken out of the NSL Live funds. Matt Jensen thought that it did come out of the NSL Live funds but was not one hundred percent sure. Steve went over the purchase order policy with this fiscal year. They are to hand anything that has been purchased in immediately to Steve for this fiscal year which ends June 30th. Anything purchased July 1st and after will go on next year's budget. The Easter Egg Hunt candy does not come out of NSL Live budget but the Halloween 5K Run does. Steve asked about the prize money for the Three Kings Bike Race and where that comes from. Matt said that Jerry Seiner sponsors one thousand dollars and Masher's does gift certificates but the fifty dollars for each King is under NSL Live. Matt Jensen said in the future The Three Kings Bike Race and the 5K Run will have the same line item and will come out of the refinery budget. Steve reminded everyone that all receipts need to come to him. Janice Larsen told Steve that anytime an employee stays after to help with any NSL Live Event the overtime will be taken out of their budget. Matt Jensen thought they would have to increase the budget as the ten

thousand dollar budget is not intended to pay the employees overtime. Conrad Jacobson thinks the Police Chief has already budgeted these events in his department for over time.

Committee reviewed Code 10-2-3: Parks, Trails, Arts and Recreation Advisory Board

Steve said that the board has seven regular members, six are appointments and the seventh being a City Council representative. The appointments are supposed to serve for a term of two years. Half of the board will serve for three years and half of the board will serve two years and will get back on the cycle once they've been established. Matt Jensen asked who decided who was going to be on for three years. Steve said it was on a list. Matt said it was proposed at a time that they approved this committee and Matt suggested to approve it and run it for a while and if they need to revise it they will. Steve mentioned that the website has the old parks and trails board. Camille Thorpe said she would talk to Linda Horrocks to change it.

Steve said they are supposed to have by laws to go by but apparently no one else has them and he will research on line and see if he can find any information on them and then get them approved by City Council. Steve mentioned that they should have a Chairperson and a Co-Chairperson. Camille Thorpe is the Chairperson and as he is the treasurer would be considered also as the Co-Chairperson.

Steve brought up the question if they should receive City Council approval on all events before they actually move forward on them. Matt Jensen and Conrad Jacobson said that it shouldn't be necessary for every event. Matt said he would take his calendar events to City Council that he would anticipate what they would be doing for that year. Matt also suggested taking the calendar with the year events in November to Big West Oil and Chevron. Steve said that Janice Larsen recommended that the committee look at the events this past fiscal year and see what was spent to give them a better idea for the budget in the next fiscal year. Steve thought they could review the events in the next month.

Matt Jensen reviewed the applications for events and the approval process. When the application is brought in it should go to a gate keeper and then it should be brought to the committee for review. Steve was concerned about the time involved with how often the committee meets. It was suggested that the application could be e-mailed to the committee members. Jon Rueckert said that currently when they take a special event application they review it in their DRC Committee because every department that would be involved with the special event is in that committee. Steve mentioned a big event coming up at the Legacy Park where their committee should have been involved in. Matt thought that the best interest with the committee and the special events applications would be the calendaring of the events.

2. Recap NSL Live events (June 20-21st).

Children's Theater - *Laura Brown said it was more than what she expected and the kids looked like they were having a lot of fun. Steve Aase said it was a great venue and there was approximately 100 plus people per show. Matt Jensen thought that if they do another production the fall season might be a good time because of the heat. Laura said that several people came up to her and said what a great venue it was because you could see no matter where you seated. Laura suggested to try and do the show a little bit later in the day. Steve said we would have to get lights because after the second performance it got dark very quickly.*

Camille asked for some of the things to be aware of for next year. There needs to be garbage cans at the venue. Conrad Jacobson said the outside area was very unclean and dirty along with the inside of the building. Steve Aase said he cleaned up as best as he could but did not check the bathrooms which were also left very dirty. It was mentioned that they could bring in portable bathrooms and leave the City hall locked. Conrad also mentioned that there were issues with the use of the building with the amount of rehearsals and complaints from City staff in trying to maintain their work load with the public coming in. It would be helpful if they could do their practices after business hours. Matt Jensen suggested they could practice outside with weather permitting. Conrad had a comment from a parent that they thought it was excessive to pay for a ticket when they already had paid for their child to perform. Conrad said it seemed like the City was paying a lot to produce a show that generates a large amount of money for Spotlight. Steve Aase said that this was not meant to be a money making enterprise for the City. The cost to the City is about one thousand dollars for the licensing, posters, programs, marketing to the schools and the rentals of the chairs. Matt asked how much Spotlight had made for this event. Steve didn't know but did not feel like it was a large amount for the service that was given. Steve said he was involved with concessions and they didn't sell that much. It was thought that the heat could have contributed to the low sales.

Matt Jensen said he talked to a father and he came to all four performances and had very positive things to say about the event. Steve said he had two children in the performance and he felt like it was fun for them and built their self-confidence.

Conrad Jacobson and Matt Jensen felt like if they overcome a few obstacles that it is a benefit to the City. Matt thought that they should think about checking on different companies that could provide this service. Steve said that he had talked to Linda Horrocks and the City was wondering if in the future everything that was taken in for the event could be run through the city. Then it would be paid back to whomever they contract with. Conrad suggested they talk to Janice about this.

Steve Aase said that Laura Brown asked if Spotlight Theater could rent the amphitheater for future performances even if it does not involve the City. Matt Jensen said that he would like to see it used and would be rented in the same way as the park pavilions are.

Three Kings Bike Race – *Matt Jensen said it went great this year. Last year they had 50 riders and this year they had 71. Matt felt it was growing and catching hold and will look into becoming a UCA sanctioned event.*

Camille asked Matt if the posters were effective or what would be the best way to get the word out. Matt isn't sure what the best way for advertising an event should be. Matt took flyers to the Porcupine Hill Climb and put one on every car and thought that was more useful than the posters. Steve Aase would like to see a list of businesses that do not want posters placed in their windows and come up with a better list to post. Steve also mentioned that 100 posters for the events might be excessive and should try 50 posters for most events.

3. Regroup NSL Live events (June 28-July 3rd).
Festival of Speed and Fireworks handled.
4. Updates on NSL Reads, Concerts

Reads - Lori Seppi said posters and flyers are done and are in the process of passing them out. Lori said to encourage friends and neighbors to read "The Boy who Dared" for the September 4th event and mention Matt Whittaker's name who will be there. There is an option to do a second meeting for the adults when the movie "Unbroken" comes out later in the year. Steve Aase said he would go and talk to Foxboro Schools as they are still in session and pass out flyers. Conrad Jacobson said he would announce the Book Club at his Senior Lunch Bunch in July.

Concerts – Becky Edwards was not present. Matt Jensen said that the Army band will be at Eaglewood Golf Course the 3rd week of September.

5. Pricing for Pickleball and Basketball striping.

Jon Rueckert brought drawings of the Basketball/Pickleball court which was shown to those present. There was discussion on the different options and the estimate cost was \$11,864.00. That price includes the acid edge concrete, 3 coats of acrylic paint and install the basketball standards. The quote for just the basketball standards was \$5,000.00. Jon suggested a budget of \$13,000.00 for a ten percent contingency for things that come up. There is not a line item budget for this but it is tentatively scheduled on the City Council agenda for July 15th.

Jon talked to Barry Edwards (City Manager) and said that they would like the committee to come up with a long term plan for Hatch Park. The playground is aging and the bowery's are run down. There is not money set aside this year for Hatch Park but they would like to see a long term plan with phasing in place which could take place in the next three to five years. Camille Thorpe brought up the possibility of a Bamberger Railroad Trail in Hatch Park. Matt Jensen said that a walking trail is in the long term master plan for the City. Matt also mentioned that Deer Hollow Park and Mathis Park needs improvement.

Camille brought up the playground equipment at Foxboro Plat 11 Park that they had looked at before with Jim Spung. Jon said that the neighborhood committee was supposed to look at those plans as well. They wanted it to come to this committee to get their input on the park and said it was very helpful.

6. Status of flag lighting at Hatch Park.

Jon Rueckert said that they are looking at a couple of options. One option is a solar light that would last through the night and another option would be to move the pole closer to the building. Conrad Jacobson asked about power that was there before and Jon said it was taken out when Center Street was reconstructed.

7. Maps for trails, (re: June 17th City Council with P. Ottoson & S. Porter notes, "Completed").

Matt Jensen said that the City has a map with all the trails which was in the master plan. The City Council asked that the map be updated with the "You Are Here" so that people do not get lost. Jon Rueckert said he would get a copy of the trail map that was discussed.

Nola Lucke asked that there be signage at Springhill Trail where it is a foot trail but there are cyclists that use it. It becomes too narrow for cyclists.

Conrad Jacobson mentioned that there are some trail areas at Hatch Park that need some work done.

Camille Thorpe said that we need to remember our Sponsors "Big West Oil" and "Chevron" in all of the NSL Live Events.

Next meeting will be held on July 22nd at 6:00 pm at City Hall.

Camille Thorpe adjourned the meeting at 7:26 pm.

Chairman

Secretary