



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 10, 2014

North Salt Lake City Hall

6:00 p.m.

(Final)

Attendees: Camille Thorpe, Matt Jensen, Ken Leetham, Janice Larsen, Steve Aase, Laura Brown, Tayler Clough, Natalie Gordon, Becky Edwards, Nola Lucke, Ashley Jensen, Jon Rueckert

Topic of Discussion:

- **City purchasing policies and procedures. (Janice Larsen)**
- **NSL Live Updates:**
 - a. **Second Sunday Concerts**
 - b. **Festival of Speed**
 - c. **July 3rd**
 - d. **NSL Live banner needed at all NSL Live related events**
 - e. **NSL Acts – Children’s Theater**
 - f. **NSL Plays – NSL 5K Run & Three Kings Bike Race**
 - g. **NSL Reads – Book Club**
 - h. **Future NSL Live events**
- **Skateboard Park at Hatch Park (Pickle ball/Basketball, etc.)**
- **Bamberger Park with Memorial Amphitheater**
- **Art in City Hall**
- **Park flag poles (appropriate flag etiquette)**
- **Dog Run (southwest corner of Splash Pad)**

Minutes:

1. City purchasing policies and procedures. (Janice Larsen)

Janice Larsen said she, Matt Jensen & Barry Edwards discussed a process they thought would work. In summary Matt filled out a Purchase Order for the upcoming Three Kings Bike Race. He listed all the items he needed to purchase, an estimated cost and a total for the P.O. Barry then signed the Purchase Order which is an approval for the amount. Janice explained that it is

important to put all the vendor information (such as name, address, phone number, etc) on different P.O.'s because they will be the ones that are getting paid. You will attach the receipt and submit the P.O. to be paid. For large items the company will invoice the City. For smaller items Barry will get a pre-paid debit card which you will sign out for and the receipts then would be submitted. It is important to give all receipts to the treasurer (Steve Aase) and he will keep track of the expenditures and then contact Janice.

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.

2. NSL Live updates:

- A. *Second Sunday Concerts – Tayler Clough said there was a really nice concert on Sunday with the Davis County Symphony. They played American Hymns and was very patriotic. He commented that there was a very high turn out and especially for a Sunday night. Tayler would like to revisit the NSL Live Healthy Project and having it on Monday night. Camille Thorpe said they would talk about it after the June & July events.*

Tayler also brought up a banner for all of the NSL Live events. It would be one banner with the different events posted.

Becky Edwards said there is not a concert in July. In August it will be June Crosby who is from North Salt Lake and is a fiddler. She is in a threesome with guitar/vocal players. In September on the 3rd Sunday Matt Jensen has put in a request for the Army Band but has not heard back. It will be at the golf course on the 9th fairway.

Becky asked about the budget for the concerts. Matt said she could try and come up with a figure for next year. An example he gave was to budget \$300.00 for eight concerts which would come to \$2400.00.

Becky asked if it would be possible to have a banner that would be like the Three Kings Bike Race and the 5K Race. After discussion Camille suggested that they get an estimated cost of how much a banner would be with an interchangeable inlet for each event. They would need to times the cost of everything by three for the different areas that the banners are placed.

- B. *Festival of Speed –NSL Live committee is not needed for this event.*

- C. *3rd of July Event – NSL Live committee is not needed for this event.*

- D. *NSL Live banner needed at all NSL Live related events – Camille asked if they could put the NSL Live banner up at these events to advertise the upcoming events. Matt Jensen said they could put the banners up at the events.*

- E. *NSL ACTS – Children's Theater. Laura Brown will contact Becky Edwards to borrow speakers. Steve Aase said that people will not be able to bring their own chairs as there will not be enough room. They need to utilize the space with the chairs that are rented. An estimated count is 250.*

They have a cast between 65 to 70 and most of them are in all four performances. The performances are Friday and Saturday and times are 5:30 and 7:30 pm each night. The tickets

will be sold starting June 11th by the Spotlight Theater Company. Steve asked for help in distributing 50 posters throughout the City. Steve also brought up the idea to sell the posters to members of the cast for two to five dollars and have all the cast sign the posters. The committee would like an estimate number of parents through e-mail that would be interested in purchasing a commemorative poster. Presale tickets are \$5.00 and at the door is \$7.00.

Discussion was made on chairs and how many was needed. They would like to look into the possibility of misters if the chairs are not needed.

Camille Thorpe asked if they could shut main street off from Highway 89 to Center Street. Matt Jensen said they would have to bring it up in Council Meeting for approval because it involves Police officers. Steve thought it should be fine without shutting off the road as they should be able to hear the production just fine.

F. NSL Plays –

NSL 5K Run - Natalie Gordon talked about extending the age group this year for the 5K Run which means buying more medals. There at 14 age groups right now and so if three medal per age group for men and women that will be 84 medals plus there will be another gold medal for overall male and female. A trophy will also be given to the overall male and female. The trophies are approximately six dollars apiece and the medals are about two dollars apiece. The total will be \$243.60 for the medal. They can engrave the medals on the back but it will cost one dollar a medal which would bring the total to \$323.00. Natalie talked to Stewart Harmon and he said that they have spent more this year than other years and it was decided not to do the engraving on the back.

Three Kings Bike Race - Matt Jensen said that 25 people have signed up at this date which is better than other years. He put flyers on all cars at the Porcupine Hill Climb which had 280 participants. They have a large participation because of points. Matt said he would like to look into the points for next year. Matt asked for help to put stickers on the road on June 19th (Thursday) before the event. Nola Lucke volunteered to place the posters in the bike shops that Matt had found. On Friday, June 20th at Hatch Park there will be a time for people to come and pick up their shirts and packet. Assignments were given for the day of the race.

G. NSL Reads – Lori was absent for discussion.

H. Future NSL Live events –

Discussion will be tabled for a future meeting.

3. Skateboard Park at Hatch Park (Pickle ball/Basketball, etc.)

Jon Rueckert has a contractor that will come and look at the site and see what is possible. He has not heard back yet about pricing. It is only big enough to do one Pickle ball court. It could be a multi-purpose court with Pickle ball, Badminton and Basketball. Jon will look into the acrylic surface or the raised sport court type stuff.

Jon said that the Council wanted suggestions on what could be done with this area but does not think there is a budget line item put aside for this. Matt said he thought Barry said there was a certain amount of money spent on parks. Steve Aase said there was one hundred thousand dollars put aside for park improvements for this year. Camille Thorpe said that Stan Porter told them they

could replace the Skateboard Park equipment. Jon said he would check into that but he does not know of any budget set aside for this.

4. Bamberger Park with Memorial Amphitheater –
Camille Thorpe proposes the name of the amphitheater is “The Veterans Memorial Amphitheater” , also proposing that the name of the park be “Bamberger Park”. There is no other reference to “Bamberger” other than Condo’s that are down the street. Camille wanted to know the committee’s thought on the change. Natalie Gordon said up that they are not really memorializing the “Bamberger’s”. Matt Jensen brought up the point that officially we are “The City of North Salt Lake”.

Matt Jensen said that the committee could make recommendations and bring it up in City Council. Matt commented that when they put together the City plan recently, the area around the downtown was the Bamberger rail. He would like to see that area in the future turned into a trail and naming it the “Bamberger Trail”.

5. Amphitheater plaques on wall-
Camille Thorpe said there are areas at the amphitheater that they could put up memorial plaques. Natalie Gordon brought up an example of a young man that died who went to Woods Cross. She wasn’t sure of the details but there could be a plaque for him.

6. Art in City Hall-
Steve Aase would like to see if local artists would like to display their pieces at City hall. Nola Lucke suggested a theme like “Sunsets” and have artists/photographers of all ages come and display their work on sunsets. Nola also mentioned it could coincide with the Second Sunday Concert. Camille Thorpe asked everyone to bring more ideas to the next meeting to discuss this subject further.

7. Park flag poles (appropriate flag etiquette)-
Camille Thorpe brought up the flag at Hatch Park. It is not lighted and it should be. Jon said that there was a light on the Hatch Park flag but when they re-did the road it was taken out. Jon Rueckert said he would check on that. It was also mentioned that the Hatch Park was the only NSL park with a flag. Camille mentioned how nice the flags were at the ribbon cutting ceremony and Jon said that Colonial Flag services all the flags for North Salt Lake.

8. Dog Run (southwest corner of Splash Pad)-
Camille Thorpe said that Stan Porter talked about a dog run that is on the southwest corner of Splash Pad. Matt Jensen did not like the idea of a Dog Park being next to the splash pad and the City ordinance does not allow dogs at Legacy Park.

Matt Jensen said there is a Dog Park going in at the apartments at the old gravel pit. Natalie Gordon said that the Woods Cross Dog Park is not well maintained. There is no grass and only has gravel. She would like to see sidewalks cleared.

Next meeting will be held on June 24th at 6:00 pm at City Hall.

Camille Thorpe adjourned the meeting at 7:30 pm.

Chairman

Secretary