



NORTH SALT LAKE CITY

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Barry Edwards
City Manager
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Public Works Director/City Engineer

NSL Live Advisory Board Minutes

Tuesday, May 27, 2014

North Salt Lake City Hall

6:00 p.m.

Final

Attendees: Camille Thorpe, Matt Jensen, Ashley Jensen, Conrad Jacobson, Tayler Clough, Hal LaBelle, Lori Seppi, Nola Lucke, Jon Rueckert, Ken Leetham, Jim Spung, Ali Avery, Sally Beyer - minutes

Topic of Discussion:

- Park Designs for Foxboro Plat 11 Park.
- Old Skate Park area in Hatch Park.
- City purchasing policies and procedures (Janice Larsen)
- NSL Live Updates:
 - a. PLAYS – 5K Race and 3 Kings Bike Race.
 - b. ACTS – Children’s Theater.
 - c. READS – Book Club
- NSL Live Health Initiative.

Minutes:

1. Park Designs for Foxboro Plat 11 Park.

Jim Spung passed out some designs that the City had put together for the Foxboro Plat 11 Park on Elizabeth Dr and Norfolk Dr and wanted to get the committee’s input. One of the options would identify the park with a “Dinosaur” theme. Jim had received several e-mail requests from residents from the City about what they would like to see at the new park such as:

- a. *William - A gathering place with as much green space as possible with benches, tables and covered space.*
- b. *Teresa - Slides & swings for babies & toddlers.*
- c. *Stacey - No sand as the bouncy material is best and to have swings, slides and arrange of play things to accommodate babies up to the bigger children.*
- d. *Lacey – Swings & playground equipment with nice rubber play top.*

The City has a \$100,000.00 budget. Some of the designs are over the budget so some of the items will need to be eliminated to stay within budget. Each design was reviewed.

1st design – T-Rex Climbing Park.

2nd design – Cruise Line Park.

3rd Design – Dino-Line Park.

4th Design – Pavilion + Swings Park.

Jim wanted input from the committee before presenting 3 options to the residents. Ken Leetham said they would like to have an open house for the neighbors.

Jim said the wood fiber surfacing (wood chips) are about \$2,600.00/\$2,700.00 in most of the designs. The rubber surfacing is about \$15.00 per square foot compared to the wood chips which would be around \$3.00 per square foot. Camille Thorpe asked about the neighboring parks and the amenities they have. Jim said that the surrounding parks have the basics with a slide and playground. Camille asked if it would be possible to a-la-carte the different equipment. Jim said that could happen as long as it stays within the pricing. There is a fall zone required for each piece of playground equipment which affects the size of the play area, and in turn affects the overall pricing. Nola Lucke was concerned with the limited amount of shade especially for the parents. Jim stated there would be three designs shown to the public. Ken Leetham suggested taking out the zipline and adding another climbing structure that would allow more kids access at the same time. Matt Jensen mentioned that a slide was not necessary at this park. Lorri Seppi asked if there could be a covered structure for the mothers sitting nearby. The cost of a covered structure was discussed and they are quite expensive and it would be hard to fit everything in. Ken gave some different ideas for the pavilion and shade structures.

2. Old Skate Park area in Hatch Park.

Jon Rueckert said that the area right now is concrete with a 12 foot fence around it and it measures 50 feet by 100 feet. The dimensions for a pickle ball court is 20 X 44 but the preferred size is a 34 X 64 foot area. A pickle ball court would have to be fenced. If you put two pickle ball courts in the concrete would have to be widened. Another option that Jon suggested would be a basketball court. The Jr High basketball regulations are 74 feet by 42 feet. You could go as high as 44 feet by 80 feet and there would be no modifications that would have to be made. Matt Jensen suggested that the space be used for pickle ball and basketball with the nets being taken down after pickle ball play. Jon said that while he was in St George he saw ages from 25 to 70's playing pickle ball.

Other options that were discussed were to buy more skateboard equipment or take it out altogether. The idea to have a pickle ball court and basketball court was favored by those in attendance. They talked about reserving the court and Conrad Jacobson said to try and see how "first come-first serve" would work. It was thought that pickle ball would be used in the mornings and basketball in the evenings. If it becomes a problem then a reservation system would be looked in to. Jon will look more into the logistics of having a dual pickle ball/basketball court.

**Jon said he looked into the dog/bag stations. We have 11 stations around the City for dog bags. There are: 1 at Mathis Park, 2 at Parkway Dr off Highway 89, 2 at Legacy Park, 3 at*

Wetlands Trail, 1 at Trailhead, 1 at Hatch Park & 1 at Tunnel Springs Park. The City spends \$1,400.00 a year on (32 thousand) bags which makes it \$120.00 a year at each station.

3. City purchasing policies and procedures.

Janice Larsen was absent and asked Sally Beyer to give a brief overview of the policies and procedures.

The procedure for purchasing:

When an NSL Live event comes up with items that must be purchased, a purchase order must be filled out with an amount for that particular event. The purchase orders can be obtained from Steve Aase (treasurer). Once the purchase order is filled out with an amount it must be signed by Barry Edwards (City Manager). As purchases are made it must be itemized on the purchase order and receipts should be attached. There are two general ledger account numbers that must be put on with the purchase of items. The GL number to put on now until June 30th is 10-78-65. After June 30th the GL number will be 10-5305-45201. When all purchases are completed, it should be turned into Janice Larsen for reimbursement. Also, a tax exempt form must be accompanied for all purchases so that it is tax exempt. If tax is charged on a purchase the person purchasing the items will then have to pay for the tax. It will not be reimbursed.

Conrad Jacobson asked if the Youth City Council would follow the same procedure. There were concerns about the tax exempt number and purchasing at Costco for the youth. Sally said they would have to follow the same procedure. There were questions asked that she wasn't really sure about and asked that they be brought up for the next meeting when Janice would be present.

4. NSL Live updates.

A. NSL PLAYS (5K Race & 3 Kings Bike Race):

Matt Jensen said he had passed out posters for the Three Kings Bike Race. Camille Thorpe has not received anything back from the designer for the flyers. Tayler Clough mentioned that he loved the posters but the banner at the golf course was a little concerning with the Three Kings headwear. He asked if they could have the banners match the posters. Matt explained the history of the logo and said the banners were made five years ago and they didn't want to change them every year but added that it could be changed for next year and that could be brought up in the committee meeting for next years event.

Matt said the budget should be the same as last year and he will contact them in October/November. Matt requested the flyers be designed and made by June 5th. He would like to make sure it has the same information as the posters. Matt noted that he would need someone to be over the volunteers. Last year they had volunteer captains, with volunteers at each of the major curves with signs showing the direction. There was a suggestion of a captain volunteer at each of the Kings. A total of 20 volunteers would be needed and asked the committee to reach out to help with that. The City staff has been there in the past to help.

Matt said he also needed a convertible to drive the photographer around. It was mentioned that the Mayor has a convertible. Matt also asked if anyone knew someone with a Ham Radio.

*Taylor said he knew someone from the University of Utah and would probably volunteer. Conrad Jacobson said Gary Davis is the one who pushes the Ham Radio in South Davis County. *Camille Thorpe said that Stewart Harmon is not present for the 5K race but is waiting for the logo to be approved.*

B. NSL ACTS:

Camille Thorpe and Laura Brown met with Hugh's RV (Hugh Williams) and asked if they would be willing to donate an RV for a couple of nights for the plays. He was very willing and said they could have it for a week. South Davis Rental is willing to go one-half on the rental of the chairs.

There could possibly be four performances with a Saturday Matinee, depending on ticket sales and participation of children.

C. NSL READS:

Lorri Seppi has the line up for the Fall Book Club meeting. It will be held on September 4th. The sponsor for the NSL Reads will be Bountiful Barnes and Noble. They will display the books, flyers and will offer a ten percent discount to anyone who say they are members of the book club. They will also donate prizes for a raffle.

The writing competition will be sponsored by Zions Bank but it is not finalized at this point. They should be donating prizes for the writing competition and they will come and personally hand out the prizes at the Book Club meeting. A panel discussion has been lined up for the Book Club meeting. There will be a screening of "Truth and Conviction" which is a 60 minute documentary about Helmuth Hubener which is the "Boy Who Dared", followed by a panel discussion with Matt Whittaker, Joan Schnibbe, & may also have Rick McFarland. Lorri mentioned she would like to do a display table with memorabilia.

Lori said she needs a city e-mail address or contact information that people can submit their writing submissions or volunteer. Camille Thorpe said she would check with Linda Horrocks for this information.

5. Discussion of NSL Live Health Initiative.

Taylor Clough asked that the Health Initiative be tabled because of time. Camille Thorpe suggested a time on July 8th.

**Matt Jensen mentioned the Second Sunday Concert on June 8th at 6:00 pm at Legacy Park featuring the "Davis Symphony" which will be playing outdoors. Matt will not be able to attend and said it's a prime time to announce all of the events coming up. Taylor Clough volunteered to announce the concert and events.*

***Camille Thorpe brought up the possibility of changing days of the meeting. They will readdress this on July 8th. Camille asked about the possibility of finding a photographer who would be willing to take pictures at all the NSL Live events. Camille said that two of the overpasses (Main and Center St) in the City have no lighting and are very dark.*

Next meeting will be held on June 10th at 6:00 pm at City Hall.

Camille Thorpe adjourned the meeting at 7:38 pm.

Chairman

Secretary