



CITY OF NORTH SALT LAKE

Parks, Trails, Arts & Recreation Advisory Board

PARKS, TRAILS, ARTS & RECREATION ADVISORY BOARD MEETING NOTICE & AGENDA

June 28, 2022

6:00 p.m.

Posted June 27, 2022

Notice is given that the Parks, Trails Arts & Recreation Advisory Board of the City of North Salt Lake will hold a regular meeting on June 28, 2022 at 6:00 pm at the NSL Public Works building, 642 N. 400 W., North Salt Lake, Utah. Some members may participate electronically. The following items of business will be discussed; the order of business may be changed as time permits.

Welcome and Introduction

- 1) Administrative Updates
- 2) Approval of Minutes from June 22, 2021 and May 24, 2022
- 3) Open and Public Meetings Act Training
- 4) Public Works Updates
- 5) City Council Updates
- 6) Chair Updates
 - a. Budget for 2023
- 7) Upcoming Event Updates
 - a. Liberty Fest – review of assignments
 - b. NSL Reads
 - c. Halloween Fun Event
 - d. Family Bike Ride
 - e. Other events
- 8) Review Action Items
- 9) Adjourn

The public is invited to attend all public meetings of the City. If you need special accommodations to participate in the meeting, please call the City offices at (801) 335-8700. Please provide at least 24-hour notice for adequate arrangements to be made.

Notice of Posting:

I, the duly appointed recorder for the City of North Salt Lake, hereby certify that the foregoing agenda was posted on the Utah Public Notice website, at city hall, and sent to the required newspapers this 27th day of June, 2022.

Dated this 27th day of June, 2022.



1 CITY OF NORTH SALT LAKE
2 PARKS, TRAILS, ARTS, & RECREATION
3 ADVISORY BOARD MEETING MINUTES
4 CITY HALL CONFERENCE ROOM
5 10 EAST CENTER STREET
6 JUNE 22, 2021

7
8 **DRAFT**
9

10 Tammy Clayton, Chair, called the meeting to order at 6:00 p.m.

11
12 BOARD MEMBERS PRESENT: Tammy Clayton, Rachel Shumway, Kristine Pepin, Ron
13 Gordon, Ryan Mumford – City Council Representative

14
15 BOARD MEMBERS EXCUSED: Dallas Golden, Ken Akers

16
17 STAFF PRESENT: David Frandsen, Public Works Director; Jon Rueckert, Assistant Public
18 Works Director; Carmen Wilson, Public Works Office Manager; TJ Riley, Parks Superintendent

19
20 1. ADMINISTRATIVE UPDATES

21
22 Chair Clayton welcomed Carmen Wilson as a new staff member attending the Parks, Trails, Arts
23 & Recreation Advisory Board meetings.

24
25 2. RIBBON CUTTING EVENT

26
27 Chair Clayton thanked Council Member Mumford, the board, and staff for its involvement in the
28 ribbon cutting event for the Wild Rose Trail. She noted there were many pictures taken and it
29 went well.

30
31 3. UPCOMING EVENT DATES

32
33 a. NSL SCAVENGER

34
35 Chair Clayton asked if anyone brought ideas to share. There was a discussion about City
36 landmarks that could be used for the scavenger hunt. Chair Clayton requested board members
37 email their ideas to her.

38
39 b. PHOTO CONTEST

40
41 Chair Clayton asked if Dallas Golden would be spearheading the event. Board Member Gordon
42 stated Dallas Golden had told him he was planning on it. He asked if the presentation to the
43 winner would be done at the NSL Reads event. Chair Clayton answered affirmatively. She

44 suggested Dallas Golden should begin announcing the event. Board Member Gordon agreed and
45 said he would let him know.

46
47 Board Member Shumway suggested the City could have an art festival and present the winner of
48 the photo contest during that event. There was a discussion about showcasing talents of residents
49 and finding a way to organize an event which could be held at one of the City parks.

50
51 There was a discussion on the progress of the plans and redesign of Hatch Park.

52
53 c. NSL READS

54
55 Chair Clayton asked if there was a date scheduled for the NSL Reads event. Board Member
56 Gordon reported once an author had been committed then the date could be scheduled for
57 September. Chair Clayton asked if there were any potential authors. Board Member Gordon
58 responded he had one option and would reach out to see if she could come to the event. There
59 was a discussion about the event and theme “It Happened One Day in North Salt Lake – Real or
60 Not Real.” Board Member Gordon expressed his opinion there could be more participation since
61 there was an option for fantasy as well as reality stories.

62
63 d. HALLOWEEN FUN EVENT

64
65 Chair Clayton mentioned in the prior meeting it was discussed if the Halloween Fun Event
66 should be moved to another park. There was a discussion about how the event could be altered
67 from a drive thru event to an event where people could walk through various stations and what
68 park would be best to accommodate the possibility for larger attendance. The consensus was to
69 hold the event at Hatch Park and tentatively schedule it for October 30, 2021.

70
71 4. PUBLIC WORKS UPDATES

72
73 David Frandsen, Public Works Director, introduced Carmen Wilson, Public Works Office
74 Manager, to the Board. He mentioned the City Council approved some additional funding in the
75 fiscal year 2021-2022 budget for park replacements. Council Member Mumford explained the
76 Council had approved additional funds since the prior year many areas of the budget were cut
77 due to uncertainty with the COVID-19 pandemic and sales tax revenues. David Frandsen
78 explained it would be good to discuss the park replacements and review the priorities at the next
79 board meeting.

80
81 Council Member Mumford mentioned some of the concerns with Palmquist Park that had been
82 expressed to him from a resident of the area. He felt the park needed some attention and was
83 anxious to fix the problems, so it was a better amenity for the City. Mr. Frandsen responded
84 Palmquist Park could be reviewed along with other parks which also needed some attention.

85
86

87 5. OPEN TOPICS

88

89 Chair Clayton asked if Board Member Gordon was going to be able to continue serving on the
90 advisory board with his new assignment as an advisor for the Youth City Council. Board
91 Member Gordon responded he planned to continue and help with both.

92

93 Board Member Gordon asked if Ken Akers was planning to participate on the Advisory Board.
94 Chair Clayton responded she had made several attempts to contact him but had not been able to
95 reach him. She requested Board Member Gordon try to make contact and let him know he had
96 been missed at meetings and see if the contact information was correct so he could be included at
97 the future meetings and events. Board Member Gordon responded he would try to make contact.

98

99 Chair Clayton asked if staff was aware of the pictures Dallas Gordon had sent regarding the ATV
100 tracks that caused damage at Tunnel Springs Park. Mr. Frandsen responded staff had been aware
101 of the damage. There was a discussion about the damage and impact on staff.

102

103 David Frandsen explained why garbage cans were removed from Stone Park a year or so ago in
104 case any of the board members received complaints. He noted removing the cans had improved
105 the issue with continual messes; consequently, the park would not have any garbage cans so
106 visitors would need to haul out any trash they brought in. There was a discussion about having
107 garbage cans at the parks and the associated challenges.

108

109 6. REVIEW ACTION ITEMS

110

111 Chair Clayton wondered how the Board could assist staff in reporting concerns at the parks.
112 Council Member Mumford suggested once priority parks were discussed at the next meeting
113 then the Board could go visit those parks and see what needs existed.

114

115 There was a discussion about the parks and improvements that could add variety and value to the
116 amenities within the City. David Frandsen recommended the Board use the parks replacement
117 schedule to guide the discussions on priorities and determine which improvements were needed.

118

119 Board Member Gordon recommended all-abilities park features be considered in addition to the
120 other priorities. David Frandsen agreed it would be great to have some all-abilities features at
121 one of the City's parks. He mentioned it was a recommended feature for the Hatch Park redesign,
122 but it could also be great in Foxboro.

123

124 There was a discussion about recent updates at Deer Hollow Park.

125

126 7. CITY COUNCIL UPDATE

127

128 Council Member Mumford stated he had covered all his items during the other discussion topics.

129

130 8. ADJOURN

131

132 Chair Clayton stated the next meeting would be held on Tuesday, July 27th at 6:00 pm at the City
133 Hall Conference Room.

134

135 Council Member Mumford reviewed some of the Liberty Fest activities planned for July 2nd and
136 3rd. There was a discussion about the balloon wall and where it would be set up and how best to
137 protect it overnight. Mr. Frandsen requested the person bringing the balloons coordinate with
138 staff to schedule the timing and access for setting up.

139

140 The meeting was adjourned at 6:47 p.m.

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142 *The foregoing was approved by the Parks, Trails, Arts and Recreation Advisory Board of the*
143 *City of North Salt Lake on June 28, 2022, by unanimous vote of all members present.*

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147 _____
Wendy Page, City Recorder

1 CITY OF NORTH SALT LAKE
2 PARKS TRAILS ARTS & RECREATION
3 ADVISORY BOARD MEETING MINUTES
4 PUBLIC WORKS BUILDING
5 642 NORTH 400 WEST
6 MAY 24, 2022

7
8 **DRAFT**
9

10 Tammy Clayton, Chair, called the meeting to order at 6:00 p.m.

11
12 BOARD MEMBERS PRESENT: Tammy Clayton, Kris Pepin, Camille Thorpe, Jeff Scroger,
13 Ted Knowlton – City Council Representative

14
15 BOARD MEMBERS EXCUSED: Dallas Golden

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17 STAFF PRESENT: David Frandsen, Public Works Director; Jon Rueckert, Assistant Public
18 Works Director; Randy Simmons, Public Works Operations Manager; Carmen Wilson, Public
19 Works Office Manager; TJ Riley, Parks Superintendent; Linda Horrocks, Communications
20 Coordinator; Julie McLachlan, Recreation Coordinator

21
22 OTHERS PRESENT: Travis Davis, resident

23
24 1. ADMINISTRATIVE UPDATES
25

26 A. Chair Clayton welcomed Jeff Scroger the newest member of the Parks, Trails,
27 Arts & Recreation Advisory Board. Jeff spoke on the reasons why he was
28 interested in serving including the preservation of nature within the City. Council
29 Member Knowlton stated he would be recommending the appointment of Kyle
30 Poulter to the Board and if it was ratified by the City Council, he should be at the
31 next meeting.

32
33 B. Chair Clayton reminded the Board the monthly stipend for Board members was a
34 gift and part of receiving it was to attend the events and help when needed.

35
36
37 C. Minutes Approval – The Parks, Trails, Arts and Recreation minutes of April 26,
38 2022, were reviewed and approved as written.

39
40 2. PUBLIC WORKS UPDATE
41

42 David Frandsen shared that the focus of the Public Works team would be Liberty Fest over the
43 next few weeks.
44

45 TJ Riley explained he had asked the Contractor for mock-ups on the three designs that were
46 voted on last meeting for Caleb Park, Stonehenge Park, and Oldham Park. He stated he should
47 have those bids, along with an AstroTurf bid in the next couple of weeks. He added once
48 approved through City Council, it was estimated to take 2 to 3 months for the work to be
49 completed.

50

51 3. CITY COUNCIL UPDATE

52

53 Council Member Knowlton shared that the Golden Spoke, a biking event held on May 14th, had
54 five North Salt Lake participants. He suggested the Board put it on the radar for next year to
55 increase participation. He also said a segment of Main Street, between Highway 89 and Center
56 Street, was subject to utility work in the next few months. He noted the City would be gathering
57 data during the closure and determining if that road section could possibly be a permanent
58 closure. He explained for that to happen, revisions to Highway 89 would need to happen. He
59 mentioned the advantages of the closure might be to add a Library to the City incorporated into
60 the Hatch Park re-design. He concluded it was all in preliminary discussions.

61

62 4. CHAIR UPDATES

63

64 Tammy Clayton updated the Board on the following information:

65

66 a. NSL Master Chorus: Ken Leetham, City Manager, proposed in a letter to Chair
67 Clayton, that each choir member pay a fee of \$50 to cover the costs associated
68 with the music. He suggested that proposal be taken to the choir for consideration.
69 The Board could then determine if additional budget funds could be allocated to
70 the NSL Master Chorus.

71

72 b. Budget: Chair Clayton inquired about the remaining budget amount for events.
73 Council Member Knowlton said he would follow up with City Manager, Ken
74 Leetham, and include Board Member Golden on the remaining budget. He said he
75 would bring the information to the next meeting.

76

77

78 5. UPCOMING EVENT UPDATES

79

80 a. JULY 2nd CELEBRATION VOLUNTEERS

81

82 Julie McLachlan, Recreation Coordinator, talked about the events for NSL Liberty Fest at
83 Legacy Park from 7:00 AM to 1:00 PM on July 2. Events that morning would include: three
84 races, volleyball tournament, vendors, live music, magic show, foam cannon, bounce houses and
85 rock-climbing wall. She asked for volunteers helping with food preparation to be at Legacy Park
86 at 7:00 AM. She explained volunteers were also needed at the end of the race. Linda Horrocks,
87 Communications Coordinator, shared that the Youth City Council would sell bottled water at
88 both events, Saturday morning and Saturday evening. She also said this year the City would be

89 participating in a service project to collect donations for the new Woods Cross Teen Center. She
90 explained the NSL Health and Wellness Committee would be collecting money, hygiene kit
91 items, and school supplies. She asked if the Parks and Arts Board was willing to lead or help
92 with a pancake breakfast the morning of July 2 to benefit the new Teen Center. Chair Clayton
93 expressed her opinion that it would be too big of an undertaking with only five weeks to plan a
94 breakfast fundraiser. She suggested the City start talking about it earlier next year and possibly
95 put it out to public groups looking for fundraising options. The Board agreed.

96
97 b. KITE FESTIVAL

98
99 Chair Clayton appreciated everyone who helped with the Kite Festival at Tunnel Springs Park on
100 May 14, 2022. Tammy reported Midway Bakery did a good job with the food.

101
102 c. NSL READS

103
104 Board Member Thorpe said the Lieutenant Governor would not be able to speak at the next NSL
105 Reads. Council Member Pepin suggested an author, Amy Harmon. Ms. McLachlan reminded the
106 Board that Melanie Hawkins was a local author who was interested in participating with the
107 event. Board Member Thorpe indicated she would contact the author to secure a date and
108 commitment. The tentative date for NSL Reads is October 12, 2022.

109
110 Resident Travis Davis asked the Board about the status of the potential Recreation Center at
111 Hatch Park. Council Member Knowlton responded the Hatch Park redesign and potential
112 Recreation Center were still in preliminary planning stages and the budget was still in discussion.
113 Council Member Knowlton said he would share more information when discussions were had
114 during City Council meetings.

115
116 6. REVIEW ACTION ITEMS

117
118 Chair Clayton recommended the Board move the remaining agenda items to the next meeting.
119 She gave dates for the Photo Contest which Board Member Golden would need to provide. NSL
120 Reads will be October 12, 2022. The Halloween Fun Event would be on October 29, 2022. The
121 family bike ride would be put on the upcoming agenda.

122
123
124 The next meeting would be held on Tuesday, June 28, 2022.

125
126 7. ADJOURN

127
128 The meeting was adjourned at 7:06 p.m.

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130 *The foregoing was approved by the Parks, Trails, Arts and Recreation Advisory Board of the*
131 *City of North Salt Lake on June 28, 2022, by unanimous vote of all members present.*

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135 _____
Wendy Page, City Recorder