



CITY OF NORTH SALT LAKE

Parks, Trails, Arts & Recreation Advisory Board

**PARKS, TRAILS, ARTS & RECREATION ADVISORY BOARD
MEETING NOTICE & AGENDA
NOVEMBER 14, 2023
6:00 p.m.**

Notice is given that the Parks, Trails Arts & Recreation Advisory Board of the City of North Salt Lake will hold a regular meeting on **November 14, 2023 at 6:00 pm** at the NSL Public Works building, 642 North 400 West, 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.

- 1) Welcome and Introduction
- 2) Public Comment
- 3) Approval of Minutes from October 24, 2023
- 4) Public Works Updates
- 5) City Council Updates – Councilmember Ted Knowlton
- 6) Chair Updates
- 7) Discussion on Events
 - a. Halloween – recap
 - b. Winter Lights Fest and Musical Arrangement or Choir for the Event
 - c. Other
- 8) Discussion on the Board’s Annual Plan for 2024 Including Events and Initiatives
- 9) Discussion on Signage for the Veterans Memorial
- 10) Arts Work Group Presentation
- 11) Review Action Items
- 12) 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) 335-8709. Please provide at least 24-hour notice for adequate arrangements to be made.

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the agenda for the **Parks, Trails, Arts & Recreation Advisory Board** meeting to be held **November 14, 2023** were posted on the Utah Public Notice Website: <https://www.utah.gov/pmn/>, City’s Website: <https://www.nslcity.org>, and at City Hall: 10 E. Center St. North Salt Lake.

Date Posted: November 13, 2023


Wendy Page, City Recorder



1 CITY OF NORTH SALT LAKE
2 PARKS, TRAILS, ARTS, & RECREATION
3 ADVISORY BOARD MEETING MINUTES
4 642 NORTH 400 WEST, NORTH SALT LAKE
5 OCTOBER 24, 2023

6
7 **DRAFT**
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9 Tammy Clayton, Board Chair, called the meeting to order at 6:00 p.m.

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11 BOARD MEMBERS PRESENT: Tammy Clayton, Dallas Golden, Kyle Poulter, Jeff Scroger,
12 Camille Thorpe, Peter Wirthlin

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14 BOARD MEMBERS EXCUSED: Ted Knowlton – City Council Representative

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16 STAFF PRESENT: David Frandsen, Assistant City Manager; Jon Rueckert, Public Works
17 Director; Randy Simmons, Public Works Operations Manager; TJ Riley, Parks Superintendent;
18 Linda Horrocks, Communications Coordinator

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20 1. WELCOME AND INTRODUCTION

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22 Chair Clayton welcomed those attending.

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25 2. PUBLIC COMMENT

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27 Board Member Wirthlin commented that a ribbon cutting was held today, October 24, 2023, at
28 Mueller Park to publicly open two new trailheads in Bountiful and two in North Salt Lake. He
29 said that North Salt Lake’s connector trail to the Bonneville Shoreline Trail was on pause,
30 affected by Salt Lake City Council’s pause on trails building near the area.

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32 3. APPROVAL OF MINUTES FROM SEPTEMBER 26, 2023

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34 **Tammy Clayton moved to approve the Parks, Trails, Arts, and Recreation Advisory Board**
35 **meeting minutes of September 26, 2023, as written. Board Member Golden seconded the**
36 **motion. The motion was approved by Board Members Clayton, Golden, Poulter, Scroger,**
37 **Thorpe, and Wirthlin.** Board Member Knowlton was excused and not present for the vote.

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39 4. PUBLIC WORKS UPDATE

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41 a. Dog Park Discussion with Woods Cross

42 David Frandsen, Assistant City Manager, said that the shared dog park was approved by Woods
43 Cross City and North Salt Lake to split the cost 50/50 and will be worked on in phases. The

44 asphalt trail around Legacy Park has already been completed, which will designate one end of
45 the dog park.

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47 b. Winter Event for 2023 Supported by City Council

48 David Frandsen shared that a North Salt Lake winter festival was supported by the City Council.
49 The name of the event is being decided. Preparation for the November 27th event will be
50 expedited due to the short window of time. The event will be mostly managed by City crews
51 with some volunteer opportunities. Linda Horrocks, Communications Coordinator, reported that
52 Chair Clayton reserved Mr. and Mrs. Santa, Board Member Thorpe is looking for a choir group,
53 and a movie may be played. Ms. Horrocks will reserve City Hall and set up hot cocoa and donuts
54 from Lee's bakery. Board Member Golden agreed to be the photographer for the event. Board
55 Members unanimously agreed to forego the fireworks and drone show this year. Adding these
56 items will be looked at again next year or when the Hatch Park redesign is completed.

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58 5. CITY COUNCIL UPDATES – COUNCILMEMBER TED KNOWLTON

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60 Councilmember Knowlton was excused from the meeting and not present.

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62 6. CHAIR UPDATES

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64 None.

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66 7. REVIEW OF BYLAWS WITH PROPOSED AMENDMENTS ADOPTED AUGUST
67 22, 2023

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69 Chair Clayton recommended that a vice chair be selected in January, after the new council
70 members were in place. Board Members unanimously agreed that the new name of the
71 committee should be Parks and Arts. The proposed name change will be taken to the City
72 Council for approval in January and if approved, adopted within the by-laws as written.

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74 8. DISCUSSION ON UPCOMING EVENTS

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76 a. Halloween

77 Chair Clayton is heading the walkable event at Hatch Park on October 28, 2023, at 9:00 AM. She
78 reported that eight Youth City Council members will man eight stations to hand out goodies. The
79 DJ is scheduled. There will be line dancing opportunities. The balloon arch has been ordered and
80 there is a resident who will provide balloon animals. Chair Clayton will follow up with the Girl
81 Scouts, who wanted to have a table at the event. Board Member Thorpe will pick up the
82 pumpkins at Cross E Ranch to be given away at the event. Board Member Poulter will order and
83 pick up 18 dozen donuts from JJ Donuts. Public Works planned to set up the North Salt Lake
84 inflatable, provide the tables, and open the bathrooms starting at 8:30 AM. Board Members
85 Golden, Scroger, and Wirthlin will be there at 8:00 AM to help.

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b. Other
None

9. REVIEW ACTION ITEMS

Chair Clayton scheduled the next meeting for November 14, 2023. Linda Horrocks suggested that with the addition of the winter event, that the lesser attended events should be evaluated to determine if they are worth holding. Board Members talked about getting rid of some events and focusing on fewer events and making them better.

Board Member Thorpe said that she is working on a proposal for a signage plan at the Veteran’s Memorial Amphitheater for the next meeting. She will send some ideas and verbiage out to the committee for consideration before the meeting. Linda Horrocks shared that a discussion is beginning about the need for signs as a capital expenditure for next year. She said a plan and cost estimates will be put together and possibly spread out over the next few years.

10. ADJOURN

The meeting was adjourned at 7:15 p.m.

The foregoing was approved by the Parks, Trails, Arts, and Recreation Advisory Board of the City of North Salt Lake on November 14, 2023, by unanimous vote of all members present.

Wendy Page, City Recorder

PTAR Annual Budget/Expenditures	2018	2019	2020	2021	2022	2023	2024
Total Budget	\$ 14,000						
Expenditures							
<i>Events</i>							
Eater Egg Dash					86		
Arbor Day							
Kite Festival	1,548	3,512	18	3,373	1,645		
Summer Trail Series			126	30			
Family Bike Ride							
Poly Fest	3,940						
Second Sunday Concert/Master Choir	3,558	844	2,510		325		
Get to the River					15		
Photo Contest				850	833	849	
Farmers Market			288		540		
NSL Reads/Writers Workshop	1,814	2,103	1,725	961	983	812	
Fall Festival/Halloween Bash	552	984	2,852	3,177	2,551	1,581	
<i>Operating Costs</i>							
Advertising	319		100				
Awards/Recognition	449	118		54			
Boardmember Meals/Snacks		98	177	32	42	126	
Total Expenditures	\$ 12,180	\$ 7,658	\$ 7,795	\$ 8,477	\$ 7,020	\$ 3,368	\$ -
Unspent	\$ 1,820	\$ 6,342	\$ 6,205	\$ 5,523	\$ 6,980	\$ 10,632	\$ 14,000